

## From the Desk of Mayor Frentzel

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As of this writing Monroe’s response rate to the 2020 Census is 69.2%. Taking the time to respond to the Census is important to everyone for many reasons. It isn’t the government being nosey. If you haven’t responded to the Census yet don’t say to yourself, why should I respond. Take the time to visit [2020census.gov](http://2020census.gov) or call 1-844-330-2020 and find out just how important it is. After all, you only do this every 10 years.

The results of the 2020 Census will help determine how hundreds of billions of dollars in federal funding flow into communities every year for the next decade. That funding shapes many different aspects of every community, no matter the size, no matter the location.

Think of your morning commute: Census results influence highway planning and construction, as well as grants for buses, subways, and other public transit systems. Or think of your local schools: Census results help determine how money is allocated for the Head Start program and for grants that support teachers and special education.

The list goes on, including programs to support rural areas, to restore wildlife, to prevent child abuse, to prepare for wildfires, and to provide housing assistance for older adults.

The Census Bureau is bound by Title 13 of the U.S. Code to keep your information confidential. This law protects your answers to the 2020 Census. Under Title 13, the Census Bureau cannot release any identifiable information about you, your home, or your business, even to law enforcement agencies. The law ensures that your private data is protected and that your answers cannot be used against you by any government agency or court. Violating Title 13 is a federal crime, punishable by prison time and/or a fine of up to \$250,000.

The answers you provide are used only to produce statistics. You are kept anonymous: The Census Bureau is not permitted to publicly release your responses in any way that could identify you or anyone else in your home.

You have probably received a card in the mail that reads “Urgent: Respond now to prevent an interviewer visit to collect your response.” A visit from an interviewer can be beneficial if you need assistance in responded. To avoid having someone stop by your home respond today by visiting [my2020census.gov](http://my2020census.gov), call 1-844-330-2020, or fill out the questionnaire you received and mail it in.

# Monroe Messenger

## City Income Tax

In compliance with Federal and State legislation, the City has **extended the filing deadline for the 2019 tax year to July 15, 2020**. The Tax office is available to assist you with tax questions via phone and email during standard business hours. **All tax preparation will be processed by mail.** You can call the Tax Office at 513.539.7374, option 3 or email [tax@monroeohio.org](mailto:tax@monroeohio.org). Please submit your tax documents via mail, fax (513.539.6209), drop box located behind the City building, or the secure portal. See our website for required documents. Contact the Tax office to obtain access to the secure portal.

## Movies in the Park

The Movies in the Park series will be on July 11, 2020, at Monroe Community Park with Toy Story 4. August 15, 2020 the movie Star Wars—the Rise of Skywalker will be shown. The last movie will be held on September 12, 2020 with Frozen II. Each movie will begin at dusk. Dates and times are subject to change and or cancelled.



## Payment Drop Box



Did you know the City has a payment drop box located underneath the awning near the lower level entrance of the City Building? Finance Department staff empties the drop box daily Monday through Friday. Please utilize the drop box for utilities, income tax, Mayor's Court payments, and any other applicable documents pertinent to those departments. Please be sure to place your payments or documents in a sealed envelope to ensure all related documents remain together.

## Nathaniel Sackett Chapter, Daughters of the American Revolution

The ladies of the Nathaniel Sackett Chapter, Daughters of the American Revolution have continued to participate in community activities, though in a limited capacity, throughout the Stay at Home period mandated by the Governor. The Chapter participated in the following activities:

### Food Pantry Contributions

With everything going on throughout the country the chapter ladies have really stepped up to help our community. They provided a SUV full of food items, as well as a monetary donation for the Monroe Food Pantry in two separate months, April and May.



### Memorial Day Wreath Lay

Several of the ladies gathered on Memorial Day at the Mound Cemetery in Monroe to honor our Chapter name sake, Nathaniel Sackett. Chapter Chaplain Carol B. offered a prayer and a wreath was laid at his grave. Standing: Carol B., Lois S., Nancy H., Sitting: Judy W., Jennifer Y., Eliza O., Nancy C. and Stacey R.

### NSDAR American History Essay

Each year the Nathaniel Sackett Chapter coordinates with Monroe Local Schools and sponsors an Essay Contest that is opened to students in grades 5, 6, 7 and 8. This years Title was “The Voyage of the Mayflower”. 2020 marks the 400<sup>th</sup> Anniversary of the voyage of the Mayflower and the founding of the Plymouth Colony. The students were to write an essay imagining they are one of the passengers on the Mayflower. Knowing what was available in 1620, what would they have packed to prepare for the trip and starting a new life in the wilderness? After two months at sea then finally landing at Plymouth Colony on November 9, 1620, do you think you would have made different choices and why? Over 90 essays were returned to our committee and judged based on prescribed criteria. One essay was selected from each grade, the winner was presented with a certificate and medal from the Nathaniel Sackett Chapter. The four essays were then sent on to District and State to compete.



Eliza O. and Regent Lois S.

We are proud to announce that that two of the four essays WON at the State level. The 2020 Ohio State winners are Eliza O., 6th grade, and Chloe G., 7th grade. Each winner received a chapter certificate, bronze medal from the 1<sup>st</sup> level, a State certificate, \$100 check and a Silver Medal from the State. The essay written by Ellie O. will now compete at the National level; we expect to hear who the winner is during the 129<sup>th</sup> Continental Congress, June 24-28 2020, which is being held virtually this year.



Chloe G. and Regent Lois S.

**Next Meeting.** Our next regular meeting is yet to be determine. Once mandates on larger gatherings have been lifted by the Governor, we will make plans to resume our monthly meetings.

**Become a Member!!** Find out how by contacting our Chapter on Facebook at “Nathaniel Sackett Chapter NSDAR Monroe, Ohio”

### From the Desk of the City Manager

As our community and the region continue to open up, the City of Monroe is continuing daily to monitor the situation related to this pandemic. We have seen increases in cases within the region and continue to support the Centers for Disease Control (CDC) guidelines to ensure that we all remain safe.

City Hall has opened up on a limited basis, allowing in-person payments and permit applications at the front desk and Mayor's Court. In-person meetings will be allowed by appointment only, but precautions will be in place during those meetings, which will include wearing of masks, social distancing and limited numbers.

Playgrounds and restroom facilities have opened up in our parks and sporting leagues have resumed and park shelters can now be reserved. Community Room reservations are still on hold until we can ensure those areas can be cleaned sufficiently between uses.

Although many of our summer events have been cancelled, including the Fourth of July Parade, Lions Club Light up the Sky, and Fireworks, we are still planning on having our Movies in the Park. We ask that everyone follow social distancing guidelines as has become the new normal.

We all have done what we need to do during these times to flatten the curve and remain **MonroeStrong**. Let's keep it going into the fall as school is back in session and other events start to occur.

Stay safe and healthy Monroe.

William J. Brock, City Manager

## 2019 State of the City Report

The following pages contain information about the State of the City during 2019. We hope that you take time to read through the information as these pages will help you understand what your local government does for you. Where we have been and where we are going.

We welcome and look forward to any questions, comments, and even complaints that you may have to help provide the best services that we can to you.

*The City of Monroe’s Development Department strives to enhance the livability of the Monroe community through: Upholding standards to preserve property values, encourage desirable amenities, and promote balanced growth.*

**OVERVIEW**

The Department of Development’s 2019 major highlights include:

- Initiated an update to the City’s Comprehensive Plan.
- Finalized The Master Plan and began construction document creation for Phase One for Monroe Bicentennial Commons.
- Began final design process coordination with the Ohio Department of Transportation for the Great Miami River Trail.

**PLANNING COMMISSION & BOARD OF ZONING APPEALS**

The Planning Commission is charged with ensuring that building design, site design, parking and landscaping meet the expectations of the Comprehensive Plan and the City of Monroe Planning & Zoning Code. Staff supports the Planning Commission by working with engineers, architects, applicants and prospective businesses. The eight Planning Commission cases included such plans as new convenience retail, hotel and industrial developments. Staff also supports the Board of Zoning Appeals, which meets throughout the year on an as needed basis to hear appeals from applicants or variance requests. Three cases occurred in 2018.

<b>2019 Planning Commission Applications</b>	
<b>Applicant/Address</b>	<b>Project</b>
McDonald's/101 New Garver Rd	McDonald's Rebuild
Berns/Greentree and I-75	Berns Rezoning Request
Corridor 75 Park/Butler Warren Rd	Corridor 75 Park Rezoning Request
CCC/State Route 63 and Senate Dr	Monroe Center Final Plat
CCC/ 180 Senate Dr	Tru Hotel
Kroger/ 6266 Hamilton Lebanon Rd	Kroger fulfillment center
Kroger/ 6266 Hamilton Lebanon Rd	Kroger fulfillment center
MNR Oil Inc/South Main St	PUD/Zoning Amendment Change
Monroe Police Department/601 S Main St	Presentation of New Police Facility

<b>2019 Board of Zoning Appeals Applications</b>	
<b>Applicant/Address</b>	<b>Project</b>
Kroger/ 6266 Hamilton Lebanon Rd.	Kroger fulfillment center (accessory structure)
Kroger/ 6266 Hamilton Lebanon Rd.	Kroger fulfillment center (accessory structure update)
Jerome Wilson/ 573 Brookhurst Dr.	Home addition

## PLANNING PROJECTS

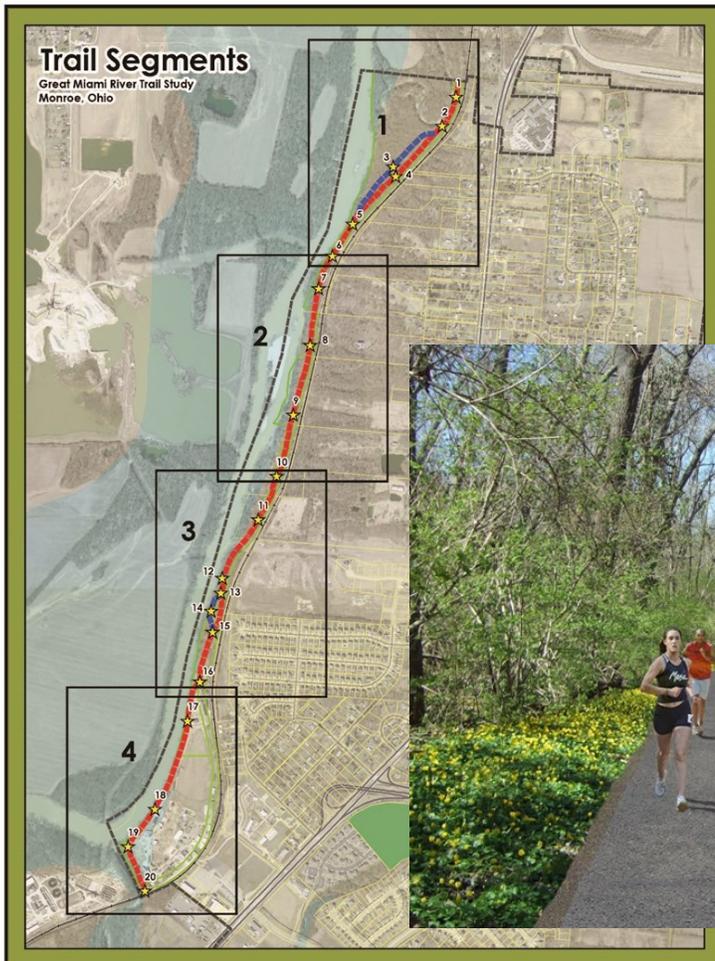
### Comprehensive Plan

In the summer of 2019, the City began the process to update the almost 10 year old Comprehensive Plan with the assistance of Rundell Ernstberger Associates. The plan will set the community goals to pursue over the next 20 years to achieve quality residential, commercial, industrial, recreational, and transportation growth in addition to general quality of life enhancements.



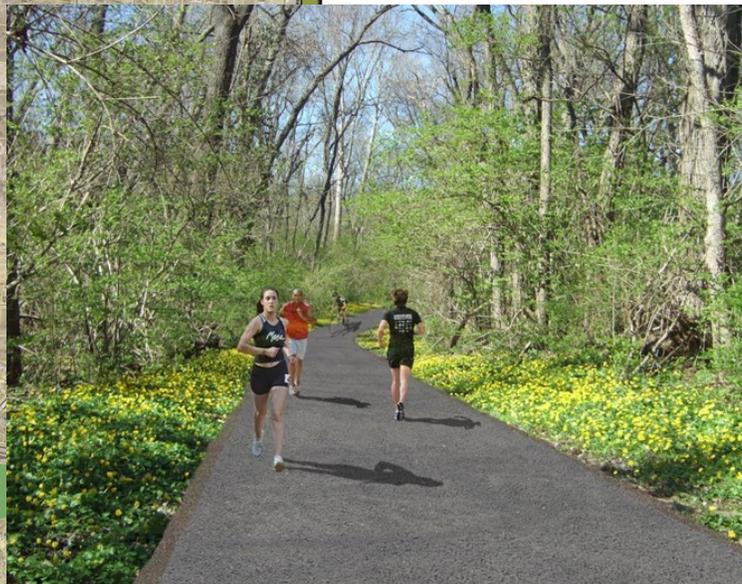
### Monroe Bicentennial Commons

Throughout 2019, Development Staff worked with Brandstetter Carroll to finalize Phase One of the Master Plan. Construction Drawings and well as bid documents were created with the intent to award the project in the fall of 2019. Unfortunately due to the highly priced bidding environment, staff had to work with the consultant to break the parts of Phase One out separately into a utilities package and hard-scape, landscape, carousel rehabilitation, 2-5 year old play area and bathroom construction into separate construction events. It is anticipated that after utility work is completed by summer 2020 that the remainder of Phase One can be constructed and completed by mid-2021.



### Great Miami River Trail

As a result of the late 2018 awarded in grants of \$1,150,000 for the 2.3 mile stretch of the Great Miami Trail, engineering and design work was accelerated in 2019. It is anticipated that construction on the trail could begin in fall 2021 and completed by early 2023.



# DEVELOPMENT DEPARTMENT 2019 ANNUAL REPORT CONTINUED

## **BUILDING AND ZONING PERMITS**

In 2019, the City of Monroe issued **507** building permit applications valued at almost \$97,000,000. These numbers reflect all investments from new buildings, tenant finishes, alterations and upgrades to residential and commercial structures. The overall permits issued represent a slight decrease from 2019 but an overall increase in improvement value from 2018. New business zoning certificates were issued for 31 uses in Monroe resulting in approximately 286 new employment opportunities to the City (not including expansions) when all businesses are fully operational.

## **MAJOR COMMERCIAL INVESTMENT**

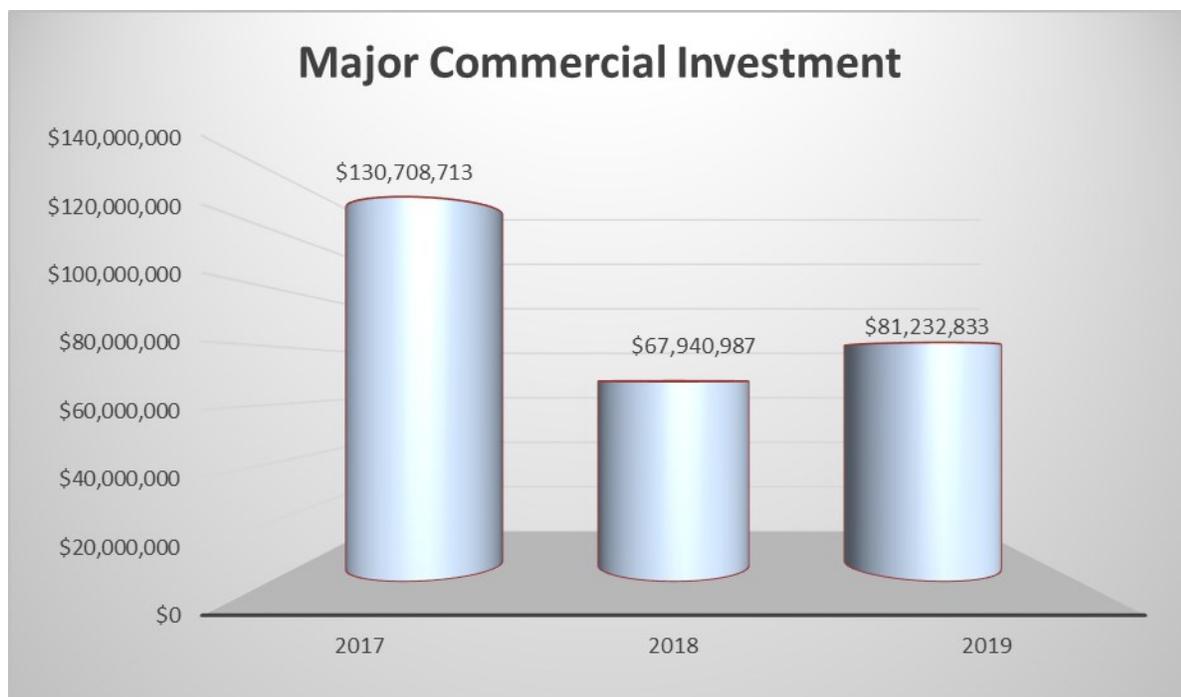
Larger projects amounting to almost approximately 430,000 square feet of new or improved space occurred in 2019. A majority of this figure is represented by Kroger’s Customer Fulfillment Center (“Automated Robotic Warehouse”) at 368,000 square feet, which will be their first venture to bring direct to customer grocery delivery. Other new amenities, such as Tru Hotel in the I-75 interchange area and the reinvestment/internal expansion of the Home Depot Rapid Deployment Center occurred.

## **RESIDENTIAL DEVELOPMENT**

In 2019, the City of Monroe approved 65 new single-family dwellings with a total construction value of approximately \$11,000,000. These amounts are slightly lower than our normal range of projected or residential growth in Monroe with approximately 70-80 new homes per year. Most of the residential development occurred in Monroe Crossings and Gil Mar Meadows.

## **ZONING CODE AND PROPERTY MAINTENANCE ENFORCEMENT**

In 2019, approximately 1000 violations were investigated. Each complaint requires review and a site visit of the possible violation(s), notification of the violation(s) to the property owner and current occupant (if the property is being rented), and follow-up with all parties involved. Violations tend to fluctuate based on the season and the type of complaints or violations found.



# DEVELOPMENT DEPARTMENT 2019 ANNUAL REPORT CONTINUED

City of Monroe Zoning Certificates 2019						
Name of Business	Address	Zoning	Use	Date Issued	Number of Employees	Notes
Aged Accents	117 S Main St	C3	Retail	1/20/2019	1	
Ohio MMA	3165 Heritage Green Drive	C2 PUD	Gym	2/13/2019	6	
ATT	400 Premium Outlets Drive	C2 PUD	Retail	2/4/2019	3	
Dodds Memorial	1309 Hamilton Lebanon Road	C-1	Retail	3/15/2019	2	
Verizon Wireless	1308 State Route 63	C-1	Retail	4/5/2019	8	
Tru Hotel	180 Senate Drive	C-1	Hotel	4/8/2019	20-25	
Pepper Palace	965 Premium Outlets Drive	C-2 PUD	Retail	4/5/2019	5	
Black Rose Firearms	6-E South Main Street	C-3	Retail	5/1/2019	2	
EICK Global STEM Academy	500 Macready Avenue	C2	Preschool	5/31/2019	5-14	
Simply Flawless	20 Overbrook Boulevard	C2	Salon	5/10/2019	7	
State Farm	6 G S Main Street	C3	Insurance	5/10/2019	4	
McDonalds	101 N Garver Rd	C-1	Restaurant	6/13/2019	17	(rebuild)
Proletics	867 Premium Outlets Dr	C-2 PUD	Retail	6/18/2019	2	
Miami Valley Truck Center	1001 Baker Dr	L-1	Industrial	6/27/2019		(ownership change)
A Little Bit Fishy	13 South American Way	C-2	Retail	7/8/2019	3	
Stucco Master Supply	421 Breaden Drive	L-1	Wholesale Supplies Sales	8/15/2019	5	
Armellini Express Lines	441 Breaden Drive	L-1	Distribution/War ehouse	8/15/2019	30-40	
Charley's Philly Steaks	995 Premium Outlets Drive	C-2 PUD	Restaurant	9/6/2019	15	
Jersey Mike's	1307 Hamilton Lebanon Road	C-1	Restaurant	9/6/2019	15	
Diamond Smoke and Vape	1310 Hamilton Lebanon Road	C-1	Retail	10/2/2019	1-3	
Luminant	632 Todhutner Road	(out of jurisdiction)	Energy Utility	10/4/2019		*Name change only
Fanatics by Lids	120 Premium Outlets Drive	C-2 PUD	Retail	10/8/2019		*Pop up store
GRI Tires Inc	876 Lebanon St #B	C-2	Distribution	10/14/2019	2	
Strive Fitness and Performance	11 East Avenue	C-3	Personal Service	11/14/2019	1	
Choices/QIS	20 Overbrook Drive Suite A	C-2	Personal Service/Medical Office	11/14/2019	8	
Journeys	108 Premium Outlets Drive	C-2 PUD	Retail	11/14/2019	6	
DHL	251 Exploration Drive	L-1	Warehouse/Distri bution	11/22/2019	94	
Miracle Ear	3125 Heritage Green Drive	C-2 PUD	Medical Office	12/9/2019	2	
Mz Jade Soul Food	11 American Way	C-2	Restaurant	12/11/2019	2	
Lendmark Financial Services	3153 Heritage Green Drive	C-2 PUD	Personal Service	12/2/2019	3	
JC Custom Concrete	201C American Way	L-1	Industrial Contractor	12/19/2019	17	



# MONROE FIRE DEPARTMENT

## 2019 YEAR END REPORT

2019 was another fulfilling year providing both emergency and non-emergency services to our stakeholders. Our talented staff have once again exceeded our expectations in delivering a rapid and professional service to our growing community.

As our community continues to expand, so do the responsibilities of fire and emergency services. We spend a great deal of time monitoring the needs of our community, and the changes inherent in our forecasted growth. I also want to take this opportunity to highlight the commitment of our special operations staff members. We currently have multiple staff members engaged in USAR, Butler County Technical Rescue, Butler County Water Rescue, and the Butler County Incident Management Team. These affiliations bring an unrivaled level of expertise to the City.

I hope you will enjoy this report as it highlights a busy year in your fire department, and provides detail as to the activities we experienced in 2019.

Be safe and please know that we recognize the privilege of serving you, and providing a blanket of protection you can truly be proud of.

Respectfully,

John P. Centers, Fire Chief

*Committed To Your Safety*

The current staffing for the Monroe Fire Department is 40 personnel (not including administration). Due to the extension of the SAFER grant that was applied for and awarded in 2018, we were able to use the grant to pay for the seven firefighters hired under it through June 2019. Since then, these men and women have been supported and will continue to be supported by the income tax levy passed in 2017. The size and makeup of the City of Monroe has changed greatly in the last few years. The department's Administration is currently reviewing the staffing model and structure of the department to make sure we are operating in the most efficient and professional manner to serve the citizens of Monroe and its visitors.

In order to make sure that we are tracking employee performance and empowering our employees to the best of their abilities, the Fire Department has purchased Guardian Tracking, which is a cloud-based performance package. This software is currently being used in another City department as well as countless other public safety departments and has shown great success. This tool will allow us to maintain the skill level that the City expects, to steer employees in a direction that utilizes their strengths, and provides consistent feedback to our employees. Our end goal is to increase employee morale and retention through proven strategies.

Each year the Fire Department strives to obtain funding through various grant sources. Although we do not have a professional grant writer on staff, our personnel have had great success in the grant writing arena. All grants are highly competitive and although we applied for multiple grants in 2019, we were unable to secure one due to this competition and the great need throughout the United States by thousands of fire departments. We were, however, awarded an extension to our SAFER grant that totaled \$266,300.00. This funded the seven SAFER positions through June of 2019. We will continue to seek these types of grants in the future to help support our mission and reduce the need for City assistance through funding.

## ***Monroe Fire Department 2019 Year End Report Continued.***

We continue to evaluate our cancer prevention program and make changes where needed, we remain in front of many other departments in our area to help protect our employees. Additionally, in 2019 we began evaluating our operational policy manual and currently we are overhauling our policies and procedures to maximize our effectiveness and operate in a safe manner. Our emergency medical services (EMS) billing collections have been higher this year due in part to changes in billing processes and the changes to our EMS Quality Assurance/Quality Improvement (QA/QI) program.

During 2019, we conducted inspections on a total of 225 occupancies within our response area. We conduct inspections on an annual basis on high and medium hazard businesses and biennially on low hazard occupancies. We coordinate the annual inspections with the State Fire Marshall's office on all of our local hotels and extended care facilities. We also hosted a fire inspector course where eight of our personnel successfully passed and are now state certified. The fire investigation team continues to grow and is developing into recognized leaders within the county. We currently have five certified investigators on the team and we continue to work alongside neighboring agencies to combine assets to achieve a positive outcome. In 2019, we hosted a juvenile fire setters program to assist in diversion programs for youth that have been involved in fire related incidents. We will continue to look at methods to build on this program.

Firefighters assist in maintenance of the department's fleet, rescue equipment, hand tools, self-contained breathing apparatus (SCBA) and personal protective equipment (PPE). Along with the aforementioned tasks, the fire operations division is also responsible for personnel accountability as it relates to fire-ground operations and/or emergency incidents, apparatus driving standards for all firefighters, Firefighter Psychological Support, research and analysis for procurement of new equipment and data entry for the entire department's scheduled maintenance programs.

Although the department's most valuable asset is the men and women that make up our ranks, the fire apparatus and emergency vehicles in our fleet are equally as important. Without a safe fleet traveling the City, these highly trained firefighters would not have the ability to provide emergency medical care and respond to hazardous incidents. Fire Operations has programs in place to ensure the safety of our personnel, fleet, rescue equipment and personnel protective equipment that require the firefighters on a daily basis to provide a status on all equipment and document any shortcomings. In 2019, members of the department designed a new Medic Unit to be delivered in early 2020. This purchase will ensure the longevity of our current EMS fleet. Also, this past year the department was able to replace rescue equipment for extrication (RAM) and a thermal imagery camera (TIC) used to safely enter and search homes that are involved in fire.

These units were 25+ and 20+ years old respectively. Along with day to day operations the staff is assigned and responsible for annual testing of hydrants, ladders, fire hose and self-contained breathing apparatus (SCBA).

In 2018, the department extended its psychological support to firefighters by adding its first peer counseling team to assist our firefighters and their families. This team assists in keeping our firefighters mentally and intellectually prepared. In 2019, the department added its first Fire Department Chaplain, Jason Callihan. Chaplain Callihan is one of the "founding fathers" of psychological support and peer counseling in southwest Ohio and is very active at the state and international level.



## ***Monroe Fire Department 2019 Year End Report Continued.***

We were very fortunate to have our Exhaust Removal System installed in both stations. This will allow for 100% of the exhaust and toxins from our vehicles to be collected and exhausted outside, allowing for a safer environment in the stations as well as reduce the amount of time spent on cleaning and the frequency of having to paint the bays.

Moving forward into 2020, along with the continued upkeep of the facilities, we will be attempting to accomplish a few other projects;

- Outbuilding for Station 61(Main Street)
- Painting of the Bays
- Removal of the failing septic system at station 62(Hamilton Middletown Road).

2019 was an active year for community engagement and public relations events. Our crews had numerous planned events to interact with the community and residents. We encountered a significant increase in the number of individuals contacted in comparison to last year, which provided a unique opportunity to provide fire and safety education to many of our residents.

We took part in scheduled events such as our community parades for opening days of sports programs, national celebrations, cooperative efforts with local law enforcement supporting Law Camp and Safety Town, Touch-a-Truck and Movies in the Park. We had a very productive time interacting with our residents and visitors. National Fire Prevention Week is in October and this is always a very busy time for our staff. We had great participation from our Monroe Primary Schools students in the annual coloring contest.

CPR & First Aid- 120 participants. Station Tours- 100. Public Relations Contacts- 3,582. Public Education Details- 240. Car seat installations-10. Party attendees at Fire Headquarters-225. Law Camp(rope rescue)- 112. Safety Town- 105. Stop the Bleed-500. PR details included: National Night Out, Baseball parade, Soccer parade, Lego Block Party. Monroe Safety Town, Touch a Truck, Movies in the Park, PAWS, Fire Prevention Week, Pumpkin Drop, Santa Claus visiting the neighborhoods, and lunch with students at Monroe High School and Elementary Schools.

We are continuing our efforts to locate new and innovative methods to engage the community such as re-establishing an active Community Emergency Response Team (CERT). We continue to gain more followers on our Facebook Page and the Chief has implemented a new "Vision" of the fire department section to be an active and engaging portion of our page to provide tutorials, videos and bios about the fire department, it's members as well as descriptions of the apparatus and equipment we utilize.

Our staff responded to four technical rescue incidents, and four water rescue dispatches. Our staff members were pivotal in the rescue of a victim who became entrapped in a grain bin in Ross Township. Our technical rescue staff also assisted Middletown twice, on a structural collapse, and a high angle assist near Interstate 75. Most recently these skilled staff members were summoned to downtown Cincinnati where they assisted in the structural collapse incident and worked along-side Hamilton County USAR, and Central Ohio Strike Team USAR (Columbus). These staff members continue to lead our department in training and education hours. The special operations capabilities of our department, are truly the best of the best.

The Water Rescue Team continues its rigorous training regime, and members remain committed to providing protection for visitors along the Great Miami River. Our staff responded to four water rescue dispatches, ultimately operating within the water during a flash flood where victims became stranded on an island.

Purchases for special operations in 2019 were numerous and brought many new capabilities to our staff. One such purchase was the replacement of rope rescue equipment on Tower 61, allowing the department to resume rope rescue capabilities that had been suspended since 2017 due to aging equipment. The water rescue team saw additional personal protective equipment added, as well as a new Mercury 25 HP boat motor for Boat 62.

## **Monroe Fire Department 2019 Year End Report Continued.**

The QA/QI program ensures the Monroe Fire Department is providing the highest level of care possible. The updated program was launched in July of 2019 and our department had a baseline score of 4.58 out of a maximum rating of 5, or 91.6%. Our rating quickly reached a rating of 4.94, or 98.8% in November.

The overwhelming success of the program should be attributed to the support from our fire administration, the exceptional dedication from the new EMS QA/QI committee and ultimately the outstanding EMS providers.

The department's QA/QI outlook for 2020 includes reviewing every EMS report and utilizing the QA data to enhance our EMS training as this will ensure that we will continue to deliver the best EMS care possible.



The EMS Operations is one of the most demanding areas of the department as it makes up the majority of the services we provide. The Ohio Division of Emergency Medical Services awarded a grant to our department for \$2,765.00. This was used to buy EMS supplies and pay for continuing education classes for our personnel.

In 2019, we took delivery of a new LIFEPAK 15 heart monitor to replace a monitor that had exceeded its useful life. We continue to strive to provide the citizens and the department personnel with the most advanced lifesaving equipment that we can.

In 2019 Monroe Fire Department was selected for a pilot program being offered by Premier Health called the HDE (Health Data Exchange). The goal of the program was to allow for a faster, more efficient exchange of patient information between the EMS agency and the hospital. This trial is now a permanent program and it has been a major success. It allows our employees almost real time follow up on the patients we take to Atrium Hospital and administratively, the data received helps our quality assurance / quality improvement program. Our billing company has been able to receive insurance and other pertinent information more expediently allowing a significant increase in collections.

2019 was another successful year with our Community Paramedicine Program. With the established partnerships with Atrium/Premier Health, Monroe Medical, J&B Telemedicine Equipment, along with patient referrals from the on duty crews and Ohio Living at Mount Pleasant, we saw a fairly large increase in patients enrolled in the program for 2019. These additional patients yielded a nearly 33% increase in calls from 2018, resulting in roughly 400 calls for service in 2019.

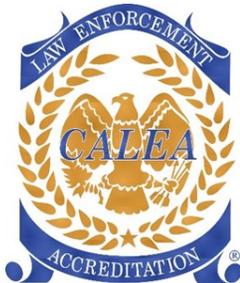
Through our partnerships, patient education and in-home follow ups, we saw a 65% reduction in 30 day readmissions from discharge referrals.



# Monroe Police Department Monroe Communications Center 2019 Annual Report



The Officers and Staff of the Monroe Police Department and the Monroe Communication Center are proud to present the 2019 annual report to our community. The department accomplished many goals in the last year of this decade and we are very excited for the opportunities that we see in the future.



2019 was the last year of the department's five-year strategic plan. We were pleased to accomplish several goals set forth in that plan. Some of those accomplishments included the addition of equipment, increasing the number of school resource officers in the Monroe Local School District, reducing the number of automobile crashes in the City, and finalizing the plans for a new facility for the police department. The department was also audited in 2019 by a representative of the Commission on Law Enforcement Accreditation. This audit is done annually by the Commission in which an assessor evaluates a random portion of our policies, procedures and work product to ensure that we are maintaining compliance with the law enforcement industry standards. We were found to comply with all standards that were

audited. As we work in a fast growing and developing community, we are very proud of the services that we are able to provide. More importantly, we are very grateful for a supportive community who has provided us with the resources necessary to accomplish our goals and provide as safe a community as we can. We are very proud to serve the finest community in southwest Ohio.

The number of calls for service for 2019 reflects a 32% increase in the number of calls for service from 2018. Upon review of the call volume over the last five years, we saw a downward trend in the total number of calls from 2015 to 2018. This review also showed that there were no criminal activity trends that contributed to this upswing, but rather officer initiated activity increased as we increased our staffing levels. The number of officers continued to have the most significant impact on the number of calls for service attributed to officer initiative activity. One underlying factor to the increase in officer initiated activity is the fact that four officers were in field training during the first part of 2019. During field training, these officers are directly supervised by an FTO, field-training officer, who rides with the new officer. These two officers function as a single officer and any work product generated is attributed to one officer. With the release of these four officers from field training, the number of calls for service attributed to officer generated activity essentially doubles. At the end of 2019, the department continued to operate with seven patrol officer positions unfilled. Based on previous trends, we believe that the number of calls for service will continue to trend upward as our community grows and we fill our vacant police officer positions.

The Patrol Division submitted 4,711 reports into the department's records management system (RMS). This is a 25% increase in the number of reports submitted in 2018. These reports are used for criminal investigation and prosecution, as well as accident and property damage reporting. These reports are vital to the law enforcement system, but they are also one of the most time consuming requirements that pulls officers from their patrol routes in order to complete the necessary paperwork. The majority of paperwork that the department produces is done digitally and we are constantly working to find new and innovative ways to make this process more efficient.

Another focus of the Patrol Division continues to be crime prevention initiatives. The division conducted over 8,000 preventative patrols and checks throughout the community. At the same time, Community Services Officer Josh King has worked very hard with our community partners to provide education, crime prevention tips, and safety initiatives to our community. He continues to cultivate programs and relationships to aid in preventing crime within the City.

# Monroe Police Department and Monroe Communications Center 2019 Annual Report Continued

We also continue to focus on the data and information that we have accumulated in order to direct our patrol and preventative efforts on the areas where criminal activity is frequent or most likely to occur. This preventative analytical analysis is used to best deploy our officers where they may have the greatest impact.

## Traffic Enforcement and Crash Analysis

This analysis is intended to evaluate the police department's efforts to provide effective traffic enforcement and calming techniques over the past year. We continue to evaluate this data as a means to better understand the traffic issues that our fast growing community is facing, as well as identify trends in the information that help us to better focus our enforcement and education efforts. Another purpose of this analysis is to work with our City Public Works, Planning and Engineering Departments, as well as our Ohio State and Butler and Warren County partners, to evaluate traffic calming alternatives and traffic pattern adjustments to provide more effective, safe and efficient travel for our citizens and visitors.

One of the unique characteristics about the traffic pattern in the City of Monroe is the State Route 63 corridor travels east to west right through the middle of the community. Essentially, every access point in the City that travels north or south will exit at some point off of State Route 63. As is illustrated from this map, there were four areas that had the highest concentration of crashes and each were situated on, or near, State Route 63.

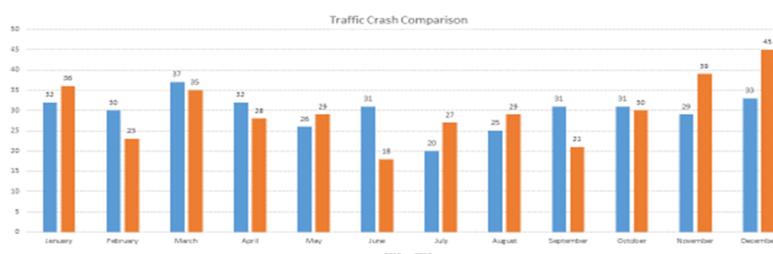
From 2018 to 2019, there was a 6% decrease in the overall number of traffic crashes within the City. The analysis of this data showed that the number of crashes each month was consistent throughout the year. There were no trends in the data that revealed any significant events that affected the overall number of crashes in the City during 2019. It also did not reveal any factors that contributed significantly to the crash data.

Our officers continued to work with the Butler County OVI Task Force. Members of the Monroe Police Department work with surrounding agencies to provide focused traffic enforcement, education, check points and other initiatives to help keep our roadways safe. Another key component is the information that is provided to us by the public who have concerns about traffic

issues. The majority of these concerns involve speed. We take every complaint of poor driving habits very seriously. Knowing that officers cannot be in every location at once, we use a combination of technology and directed patrol enforcement to try to calm the speeds in these areas. The Monroe Police Department Speed Trailer is placed throughout the city, with priority given to areas that our citizens have expressed concerns over. Not only does this help to calm traffic, but also records the number of vehicles through that area, the time of day, and the speeds that are observed by the trailer. This helps us to plan our directed patrol initiatives and deploy our resources to best address the issue.

Finally, we would like to thank our citizens and visitors who are mindful of traffic laws, avoid driving distracted, and drive safely throughout the community every day. We appreciate your dedication to safety and it is our pleasure to help keep the roadways safe.

## Traffic Crash Comparison, 2018 and 2019



# Monroe Police Department and Monroe Communications Center 2019 Annual Report Continued

## Use of Force Analysis

The purpose of this analysis is to review the uses and displays of force by Monroe Officers. This analysis looks at all of the data collected over the last year, but in reality each use of force and display of force is reviewed by supervision and training staff to ensure that compliance with policy, procedures and applicable laws are being followed. In addition, this analysis helps the department to focus on current trends and legal decisions that will direct our training and policy development to ensure that our Officers have the most current training and information to protect themselves and the public.

There were 161 reported uses of force or displays of force reports reviewed by the department. This is a 37% increase in the number of use of force reports. The majority of the use of force reports involved the display of force (52%) by officers with a firearm or Taser. There was an increase in the number of compliance holds and unarmed self-defense uses of force by officers. These uses of force involve the officer's use of their hands and/or feet, without the aid of less lethal or lethal weapons. An analysis of this increase did not identify any trends in the use of force incidents that required changes in policy or procedure. This increase is attributed to the increase in the number of calls for service that the department handled in 2019. There was one incident in which the choice of unarmed-self-defense technique was questioned. The use of force in this case was justified and did not rise to the level of excessive, but there were better options and techniques available to the officer in this situation. Training was provided to the entire department during the annual unarmed self-defense training that focused on similar scenarios and a review of techniques.

## Vehicle Pursuit Analysis

The Monroe Police Department remains committed to balancing the safety of the public with the prevention of crime and the apprehension of those who perpetrate it. The pursuit of violent offenders will always be a priority for our officers as they work to protect the public. The Monroe Police Department was involved in 4 vehicle pursuits in 2019. Two pursuits ended in the arrest of the suspect. The other two pursuits involved the same suspect and the same incident, but involved two different officers initializing their own pursuit of the same vehicle. Each officer terminated the pursuit shortly after they were initiated. A review of these two pursuits were found to be outside of the department's policy as far as the reason that the pursuit was initiated were no for a violent crime. Each officer received additional training on the pursuit policy for the department.

Upon analysis of this review there were no trends that have been identified that would warrant additional training for the department in the area of vehicle pursuits. The department has sent officers to training that focused on pursuit intervention techniques. This training will be evaluated by the department's training committee and policy change recommendations are anticipated as a result of their review. The focus of the department continues to be the achievement of lawful objectives and the apprehension of criminal offenders, while balancing the safety of the public, officers and the suspects themselves.



# Monroe Police Department and Monroe Communications Center 2019 Annual Report Continued

## Criminal Investigations

In 2019, the Monroe PD Detective Section worked a variety of criminal case investigations. During 2019, there were several changes in personnel due to the department's realignment of supervision. The Detective Section is under the command of the Service Support Captain. The department created an Administrative Sergeant's position with the responsibility of supervising the Detective Section. Sergeant Josh Robertson was assigned that responsibility in 2019. At the end of 2019, there were two active detectives for the department. One assigned to handle to department's felony and serious misdemeanor investigations, while the other is assigned to the Warren County Regional Drug Task Force. They also coordinate with many regional investigative units and task forces to work collaboratively on multi-jurisdictional crimes. They are also the intelligence-gathering arm of the police department.

The number of active detectives in 2019 was unacceptable and inadequate to handle the work of the police department. The department's patrol officers worked several of their own misdemeanor cases due to the shortage of personnel. Although this method was effective, it did take officers away from the road so they could investigate these crimes. One of the main goals for 2020 is to add at least one more investigator to the Detective Section in order to keep our patrol officers on the streets and provide more investigative coverage for the department.

The detectives continue to be a vital component of the criminal justice system in the area. They work closely with area prosecuting attorneys to ensure that all of the necessary investigative steps are taken to prepare for criminal trials. In addition, the work with several local social service organizations to ensure that all community resources are utilized in an effort to deter crime and assist victims of crime. The Monroe Detective Section is a vital component of the department's commitment to provide the safest community possible for our citizens and visitors.

Criminal Investigations 2019	
<b>Murder</b>	0
<b>Forcible Rape</b>	0
<b>Robbery</b>	1
<b>Assault</b>	24
<b>Burglary</b>	29
<b>Domestic Violence</b>	97
<b>Larceny Theft</b>	367
<b>Motor Vehicle Theft</b>	30
<b>Arson</b>	1

## Citizen Complaint And Bias Policing Review

The purpose of this review is to reinforce our commitment to the citizens and visitors to the City of Monroe to provide the most professional police services available. Complaints from the community regarding actions by officers are taken very seriously and each allegation is investigated by supervisory staff. In addition, the men and women of the Monroe Police Department remain committed to provide these services in an impartial and unbiased manner. The intent of this review is to ensure that the complaint process is being handled in accordance to policy, that the enforcement actions taken by our officers focuses on the conduct of a person and not a specific trait of those individuals, as well as to identify any trends in the data that would require additional training or other departmental interventions.

The department updated the process for the collection demographic data associated with citizen contact during officer-initiated activity in March of this year. Officer Initiated activity includes officer activity such as traffic stops, business / residential checks and suspicious activity checks. The Department staff received training on the new procedure and information was gathered from these interactions for the bulk of the year. In addition, training was provided to the department on non-bias policing in the fall of 2019.

## Monroe Police Department and Monroe Communications Center 2019 Annual Report Continued

Race	Male	Female	Unk	Total
Asian	28	12	1	41 (1.04%)
Black	355	215	3	573 (14.54%)
Hispanic	321	205	28	554 (14.06%)
Indian	3	3	0	6 (0.15%)
White	1,667	1,087	8	2,762 (70.10%)
Unknown	3	1	0	4 (0.10%)
<b>Totals</b>	<b>2,377</b>	<b>1,523</b>	<b>40</b>	<b>3,940</b>

The information collected is based on the officer's determination based on their observation or information obtained during the time they spend with each individual. The officers are not tasked with asking for this information so there may have been some contacts where a person's race would actually have been different from the perception of the officer.

This review found that officers are interacting with a proportional number of individuals that is reflective of our region. The information that we see in this data shows that our citizen interactions are comparable to the diverse populations that make up the greater Cincinnati and Dayton areas, while taking into consideration that many people travel to work in Monroe, visit our retail centers and travel through the I-75 corridor for employment and other reasons.

There were no trends identified in this review that would require additional training or adjustments to policy and procedures.

For 2019, there were 7 complaints against the agency involving 9 individual officers. One incident involved three officers, while the remaining six incidents involved a single officer.

The department reviews complaints against employees very thoroughly and completes an administrative investigation of each incident. The department will accept and investigate anonymous complaints, but if the individual who makes the complaint identifies himself or herself, they are kept aware of the status and the conclusion of the investigation. The four categories that are made at the conclusion of the administrative investigation are:

**Unfounded:** The alleged acts did not occur or did not involve department members.

**Exonerated:** The alleged acts did occur, but act was justified, lawful and appropriate.

**Not Sustained:** This disposition means that there was not sufficient evidence or information to sustain the complaint or fully exonerate the employee.

**Sustained:** The alleged acts did occur and there is sufficient evidence to establish that there was misconduct.

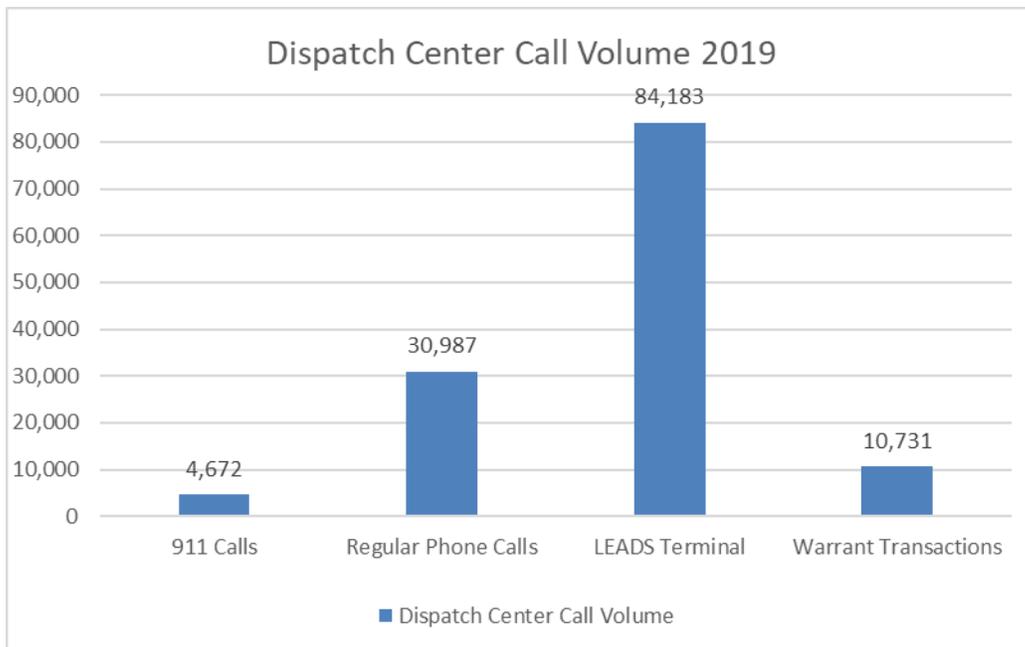
Of the seven complaints, four were unfounded and the officers were exonerated in the other three. The use of body worn cameras by the officers once again was paramount in ascertaining what had occurred. In one complaint for false arrest, the officer accused the officer of racial bias. Upon review of the incident that included the body worn camera footage it was evident that this was a complete fabrication. It should be noted that in four of the incidents were officers had contact with the complainant and there was body worn camera footage, the officers each acted in a highly professional manner. The one incident in which speeding by the officer was alleged; there was never a time when the officer interacted with the complainant. This review did not reveal any concerns or trends that required additional training or policy considerations for the department.

## Monroe Police Department and Monroe Communications Center 2019 Annual Report Continued



The Monroe Communication Center continued to provide outstanding service to our emergency services personnel and our citizens and visitors in 2019. Our staff takes great pride in the quality of service that they generate and it is a great credit to each one of them considering that they were able to maintain this high level of service while working shorthanded for the entire year. Providing the adequate staffing levels in the center is a high priority for the department. Although we were able to fully staff the center in 2019, there were two staff members who left the

department during this year, and one of those were still in their training phase. The focus for 2020 will be to hold a hiring process to replace these staff members.



### **Recruitment Plan Analysis and Initiatives**

The changes coming to the City of Monroe in 2019 did slow down. The City continues to grow with new residential and commercial starts throughout the community. The focus of our recruitment plan continues to be on attracting and hiring the best candidates for our police officer ranks. These candidates must embody the core values of the department; Honor, Integrity and Professionalism. In 2019, the department was able to hire three additional officers from the 2018 hiring process. One officer had prior law enforcement experience and was able to begin training upon hire, while the other two required the basic police academy. This academy will not begin until the first part of 2020.

With this latest hiring, we were able to increase the number of female sworn police officers from three to four, as well as hire an African-American Candidate. We will continue to build on our analysis of the 2018 hiring process to develop our strategy moving forward into 2020. We anticipate the need for another recruitment process to begin in 2020 due to potential retirements, as well as some of the turnovers that we have experienced. Two officers left the department in 2019 to go to work for other law enforcement organizations.

# Monroe Police Department and Monroe Communications Center 2019 Annual Report Continued

The 2019 Recruitment Plan for the department builds upon several areas that were realized in the last recruitment analysis that included:

- Recruitment should be done with an emphasis on diversity of applicants, specifically minorities and females in a concerted effort to have a workforce representative of our community demographics.
- Filling vacancies in a timely manner.
- Recruiting techniques, literature, and advertising should be cost effective.
- Prepare for additional hiring processes by beginning the recruitment phase at least one month prior to the exhaustion or expiration of current eligibility lists.
- Continue to recruit with an emphasis on diversity of applicants, specifically minorities and females in a concerted effort to have a workforce representative of our community demographics.
- Evaluate current process and develop innovations in an effort to fill vacancies in a timely manner.
- Continue to be cost effective in our recruiting techniques, literature, and advertising.
- Continue to fill vacancies occurring for the sworn or non-sworn positions.
- Reach a minority applicant pool of no less than 4 percent of total applicants as indicated by demographics reports.

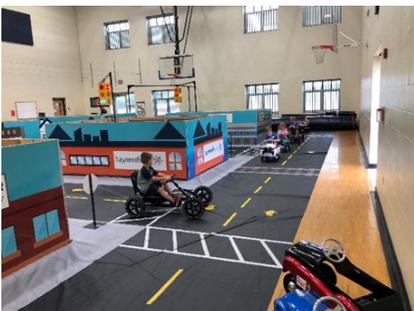
The result of our recruitment efforts have yielded positive results and we plan on continuing with the plan for the 2020 recruitment and testing process. These efforts have resulted in a department that better reflects the demographics of the community that we serve, but there is still work to be done. We will continue to evaluate this plan to ensure that it is yielding the most diversified and highest quality candidates for our department.

### School Resource Officers

The Monroe Police Department continues to collaborate with the Monroe Local School District and Butler Tech to provide the services of a School Resource Officer (SRO) in the educational facilities within the City of Monroe. Officer Aaron Ledford accepted an assignment as a Detective with the department and his SRO position was filled with Officer Eddie Myers. Eddie is a veteran officer with a wealth of knowledge and experience. He moved right into his role at the school and has done a fantastic job for the first half of this school year.

Officer Brad Jackson continued to work as the D.A.R.E officer for the district. The D.A.R.E curriculum was taught to over 230 6th grade students in 2019. The program covers topics including safe and responsible decision-making, risky situations, resistance strategies, responding to pressure, communication, bullying and safe reporting. The skills acquired in D.A.R.E., combined with involved parents and caring teachers will help our young people make the best decisions they can in order to lead a healthy and productive life. We are also very proud that Officer Myers attended the D.A.R.E training in Columbus during the fall and has begun to teach in the D.A.R.E. program this winter.

### 2019 Safety Town



# Monroe Police Department and Monroe Communications Center 2019 Annual Report Continued

## Community Services and Outreach

The community outreach programs provided by the Monroe Police Department were very active in the City and surrounding areas in 2019. During this year, our programs reached an estimated 15,547 people. These citizen interactions occurred during Monroe Safety Town, The Monroe Citizen Police Academy or one of the many classes or outreach programs and events held throughout the year. These community outreach programs included:

**Violent Intruder:** We hosted nine Violent Intruder classes with 634 attendees. These classes were at the request of the following organizations. PAC Worldwide – 5 Classes, Amazon, Lahlouh, Regional Council of Carpenters, and Treasure Aisles.

**Women's Self Defense:** We conducted a Self Defense Class for Our Lady of Sorrows with 38 attendees.

**Shoplifting Deterrent Classes:** We conducted two Shoplifting Deterrent Classes for Cincinnati Premium Outlets – 2 classes at CPO - 127 attendees

**Total attendees =799**

## Training

The professional development for our officers and staff continued to be a high priority for the department. The annual training that each officer receives provides the foundation that each individual needs to remain proficient with their work. In addition to this training, officers and communication staff are provided with advanced training opportunities to enhance their skill set and provide for professional development. Some examples of this type of training included pursuit intervention, advance interview and interrogation training, field officer training, communication trainer certification and advanced crimes scene and patrol intervention courses. In addition, our officers received training in officer wellness and traumatic stress training, as well as a continued focus on crisis intervention training to respond to those experiencing mental health crises.



# City of Monroe Public Works Department Annual Report 2019



The Public Works Department has a variety of responsibilities for the City of Monroe. The Department is responsible for streets, parks, storm water utility, water utility, cemeteries, engineering, right-of-way inspections, facilities maintenance, and infrastructure maintenance and improvements. The Public Works Department strives to make the City of Monroe a well-maintained and clean community to live in.

This report highlights some of the daily activities as well as a few of the projects the Department was involved in throughout 2019.



## **Street Department**

The Street Department is responsible for the maintenance of over 240 streets totaling approximately 207 lane miles of pavement in the City. Other responsibilities include ditch grading, pothole repairs, painting, trash pick-up, sign maintenance, vehicle maintenance, mowing, and facility maintenance.

# City of Monroe Public Works Department Annual Report 2019 Continued

Below is a list of some of the major projects that the Street Department completed in 2019:

- Performed numerous asphalt repairs including patches and potholes
- Mowing and weed eating of roadsides and City owned properties
- Various sidewalk and driveway inspections
- Started crack sealing roadways for improved lifespan
- Completed the 2019 pavement rehabilitation project. This project included the milling and resurfacing of four streets. All of the streets improved were done by milling out the old asphalt pavement and replacing it with new asphalt. Several areas were in very bad condition with base failures due to heavy truck traffic. Deep milling was performed in these areas to help stabilize the road. The following streets were included in the 2019 pavement rehabilitation project: Salzman Road (State Route 63 south to new pavement), Westheimer Drive, Wright Drive, and Edison Drive.
- Purchase new heavy equipment for the department - Bobcat Excavator
- Snow Removal – We battled 14 snow and ice events during 2019 using 1517.5 labor hours and 1967 tons of salt to treat the streets. The breakdown per month is as follows: January 932.5 labor hours and 1127 tons of salt . February 315 labor hours and 426 tons of salt. March 58 labor hours and 91 tons of salt. November 68 labor hours and 129 tons of salt. December 144 labor hours and 194 tons of salt.
- Completed the 2019 Main Street Sidewalk Extension project. The general scope of this project was S. Main Street between Lebanon and Mason Roads with storm sewer, concrete curb and gutter along with the placement of a concrete combined pedestrian bikeway-walkway. The project also involved some asphalt repairs followed by a new surface course being placed. A landscaping wall with underground conduits and foundations were also placed for future street lighting.



# City of Monroe Public Works Department Annual Report 2019 Continued

## Storm Water Utility Division



The United States Environmental Protection Agency (USEPA) requires that steps be taken to aggressively prevent storm water pollution and control runoff to improve water quality. In order to meet the mandates of the USEPA, the City implemented a Storm Water Utility and a Storm Water Management Plan. The Storm Water Utility helps manage water runoff and reduce pollution entering the waterways.

Below is a list of tasks completed in 2019 to continue to comply with the requirements of this unfunded mandate:

- Performed leaf pick-up in the fall. Removed 1,400 cubic yards of leaves with approximately 582 man-hours of work.
- Completed the street sweeping program in 2019. Removed 220.8 cubic yards of debris with approximately 335 man-hours of work.
- There were also several storm system repair projects that we completed in house to save money. Fifteen catch basins were repaired due to structure failure including raising some to grade that were buried on Britton Lane.

## Parks Division

The City now has five active parks. They consist of Whispering Oaks, a small neighborhood park on Oaklawn Drive (1.7 acres), the Monroe Community Park (55 acres), the Monroe Crossings Park (27 acres), Rosemont Park (13 acres) and the Veterans Memorial Park (1.1 acres). The Parks Division is responsible for the operation, maintenance, and development of City Parks. Daily activities include mowing, trash removal, restroom and facilities maintenance, and equipment maintenance.

The first phase of Bicentennial Commons was bid out in late 2019, which included all underground utilities. This is estimated to be completed in the spring of 2020. Planning for the second phase will continue in 2020 with bidding occurring in late 2020 or early 2021.

# City of Monroe Public Works Department Annual Report 2019 Continued



In the summer, the City hosted three "Movie in the Park" events. Due to inclement weather, the June showing of the movie "Ralph Breaks the Internet" had to be moved to September. "Incredibles 2" was the first movie of the season shown in Community Park on July 13th. On August 10th the movie "How to Train Your Dragon: The Hidden World" was played at Community Park. For the final movie of the summer, we presented "Ralph Breaks the Internet" on September 7th at Community Park.

The Monroe Lions Club organized the annual Fourth of July "Light Up the Sky" event at Community Park. The event was well attended by people of all ages. It consisted of food vendors, crafts, games, and music. The event ended with a large fireworks display by the City. The Monroe Lions Club also hosted the Annual Easter Egg Hunt on April 20, 2019, at Community Park.

The City of Monroe Police Department's Community Service Officer, Josh King, assisted in hosting a Food Truck Fair on May 16th at Community Park. On August 9th Public Works hosted the Touch-A-Truck event. The events were well attended and enjoyed by all who participated.

Below is a brief summary of the various projects/events that were held in our parks in 2019:

## Community Park

- Three "Movie in the Park" events
- Fourth of July "Light Up the Sky" event
- Fourth of July Fireworks Display
- Food Truck Fair
- Journey to Recovery
- Two Disc Golf tournaments
- PAWS event

## Rosemont Park

Public Works, along with Butler Tech, finished clearing the area of dead trees. Butler Tech then installed two landscape beds at the entrance of the park. In late summer and fall, the Public Works Department finished laying out the walking trails and installed three bridges over some wet areas. The park was opened to the public in November of 2019. The Public Works Department plans to plant some trees and add a few benches throughout the trails in 2020.

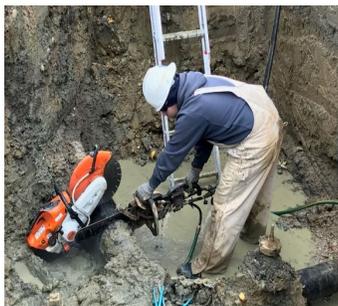
# City of Monroe Public Works Department Annual Report 2019 Continued

## Water Utility Division

The City of Monroe Water Utility consists of three water towers, 4,592 active meters, 790 fire hydrants, and 502,000 linear feet of water main. The Water Division is responsible for the operation and maintenance of this infrastructure. Daily activities include equipment repair, hydrant repairs, water main repairs, water meter installations, meter readings, water shut offs, inspections, testing, regulatory reporting, and locating water lines.

Projects and improvements completed for 2019 include:

- The water meter changeover was completed with Monroe now having one fixed base reading system for the entire City.
- Repaired ten (10) water main breaks and one service line throughout the water distribution system.
- Continued using a Wachs Valve Maintenance trailer to repair damaged valve boxes throughout the community. Also, 204 man hours were spent on the main line valve exercise program and GIS map updating.
- Completed 17 Fire Hydrant Repair Work Orders.



## Cemetery Division

The City is responsible for the North Monroe Cemetery, the Mound Cemetery, and the Amanda Cemetery in Lemon Township. The normal activities include opening and closing of gravesites, dirt work, seeding, tree trimming, collecting debris, selling and recording lots, and pouring foundations for the headstones.

Activities completed for 2019 include:

- 42 burials performed. 18 burials at North Monroe Cemetery. 24 burials at Mound Cemetery.
- 27 plots sold. 11 sold at North Monroe Cemetery. 16 sold at Mound Cemetery.
- 30 foundations poured.
- Prepared the grounds for Veterans Day and Memorial Day activities.
- Continued the removal of dead trees from both cemeteries that we were concerned may fall and damage head stones.
- Continued the headstone repair program at North Monroe Cemetery.



# Street Sweeping Schedule

**Route 1: Weeks of August 31 and November 30, 2020.** Ambergreen Court, Apple Knoll Lane, Apple Ridge Court, Autumn Oak Street, Babbling Brooke Drive, Bayberry Lane, Bendel Drive, Blue Springs Drive, Brandon Drive, Bridgewater Lane, Buckeye Drive, Carol Anne Lane, Cherry Mill Court, Churchill Manor Court, Clark Boulevard, DeBord Lane, Diamond Loop, East Brooke Drive, Ella Court, Forest Pond Drive, Granny Smith Lane, Green Oval Drive, Griffin Lane, Hailey Lane, Harbor Cove Court, Heritage Trail Drive, Hollybrook Drive, Hollytree Drive, Jerri Court, Kameron Drive, Kelsey Trail, MacIntosh Lane, Maya Court, Meadowood Drive, Michelle Lane, Morgan Court, Nicole Court, Niederlander Lane, Northbrook Lane, Oaklawn Drive., Onyx Court, Opal Court, Riley Lane, Roden Park Drive, Ruby Lane, Ryan Court, S. Main Street, Sagewood Court, Salzman Road, Scarlet Oak Drive, Serena Way, Shanda Drive, Songbird Court, Stone Ridge Lane, Sutton Brooke Court, Tall Oaks Drove, Thomas Pointe Court, Trey Court, Twin Cove Drive, Valleybrook Drive, Winsesap Lane, Woodgate Court, Woodland Court.

**Route 2: Weeks of September 8, and December 7, 2020.** Bedrock Drive, Bernard Drive, Brittony Woods Drive, Brookhurst Drive, Canterbury Court, Chaney Court, Church Street (West of Main), Cincinnati Circle, Cincy-Dayton Road, Cornerstone Drive, Deneen Avenue, Douglas Avenue, Doverdale Drive, Edgewood Drive, Enterprise Drive, Ethel Drive, Fox Run Place, Heatherwood Court, Heritage Green Drive (South of 63), Hickory Hill Court, Hidden Creek Drive, Highland Drive, Hunterbrook Court, Lee Court, Lee Drive, Lee Price Avenue, Lena Drive, Lewitt Court, Lynette Court, Macready Avenue, Mason Avenue, Maumee Drive, Meadowlark Lane, Miami Drive, Moder Drive, Mt. Pleasant Drive, Muskingham Circle, N Sands Avenue, Nightstar Court, Northwestern Avenue, Ohio Avenue, Overbrook Court, Parkview Court, Paxton Circle, Pebblestone Drive, Penbrooke Court, Rachel Lane, Ravenwood Court, Raymond Drive, Ridge Wood Drive, Ridgeway Court, S. Sands Avenue, Sands Avenue, Sandstone Court, Scioto Circle, Scott Alan Drive, Seminary Drive, Slate Branch Court, Sleepy Hollow Drive, Sunset Court, Tarryton Court, Todhunter Road, W. Elm Street, Wellington Court, Wexford Drive, Wexford Way, Wicklow Lane, Willowbrook Drive, Winding Brook Lane, Winston Lane, Woodyard Drive, Wyandot Woods Boulevard, Wyndham Place, Xenia Court.

**Route 3: Weeks of September 14, and December 14, 2020.** Austin Smith Drive, Backtrail Lane, Belmont Lane, Bluegrass Lane, Bobtail Way., Bridle Creek Drive, Bridle Pass Way, Buggywhip Court, Church Street (East of Main), Coachside Court, Corridor Park, Courtland Drive, Creek Court, Davis Drive, Dobbin Court, E. Arrielle Court, E Elm Street (East of Main), East Avenue, Ferncliff Court, Fieldstone Court, Foalrun Court, Forest View Court, Furlong Lane, Gateway Boulevard, Gorman Court, Greentree Road, (75 bridge), Helsing Drive, Hiteshue Avenue, Jonah Court, Joy Drive, Kenneland Court, Kenwood Court, Keswick Drive, Leah Court, Lebanon Street, Linn Court, Meadowlands Drive, Meeker Lane., N. Main Street, N. Union Road, New Garver Road, Obenour Court, Old Carriage Court, Old Orchard Lane, Old Street, Paddock Lane, Pleasant Court, Randy Lane, Red Fox Court, Ridgepoint Drive, Ridgeview Lane, Rustic Court, Sackett Drive, Saddle Lane, Senate Drive, Shady Court, State Route 63, Stablewatch Court, Steeplechase Lane, Stewart Way, Stillpass Way, Stonemill Court, Tam-O-Shanter Way., Timrick Place, Trails End Drive, Trotter Lane, Turfview Court, Vista Court, W. Arrielle Court, Walden Court, William K. Robinson Drive, Wm. Groth Drive, Woodsdale Drive, Wren Court, Wyndcrest Court.

**PLEASE NOTE: The street sweeping schedule will be completed as listed above, weather permitting.**



**City of Monroe**  
**233 South Main Street**  
**P. O. Box 330**  
**Monroe, Ohio 45050**

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cityhall@monroeohio.org

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Fire Non Emergency - 513-539-8380  
Police Non Emergency - 513-539-9234  
Crime Tip Line - 513-360-2211  
Public Works - 513-727-8953  
Mayor's Court - 513-539-6201  
Property Maintenance  
Hotline - 513-539-4836  
City Manager's Office - 513-360-2200

Mayor and Council

Jason Frentzel, Mayor  
Keith Funk, Vice Mayor  
Tom Callahan, Council Member  
Anna Hale, Council Member  
Todd Hickman, Council Member  
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