

# Monroe Messenger

2016

City of Monroe, Ohio

Monroe Messenger

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## Sunday Sales to Appear on November 8 Ballot

Appearing on the November 8, 2016, ballot is the question of allowing Sunday liquor sales in the I-75 Community Entertainment District.

In 2015, City Council created the I-75 Community Entertainment District as a way to encourage development on the vacant land around the interchange. Entertainment districts create a pool of liquor licenses that can be used for qualified developments within the district's boundary. Having available liquor permits is important for future restaurant and similar uses, and the City has very few available permits outside of the Entertainment District.

While creating the district was a proactive step towards encouraging more development around the interchange, the issue of Sunday sales still remains a challenge for certain uses. Within the City, liquor sales on Sundays are only permitted after a site-by-site vote possibly fail presents an increased challenge for recruiting certain prospects. By passing the ballot issue this

November, the City will be better able to market the available land to a variety of restaurants, entertainment uses, and amenities that will benefit residents, visitors, and businesses. If you have any questions about the ballot issue or the entertainment district, please contact Jennifer Patterson, Assistant to the City Manager/Economic Development, at 513-539-7374 extension 1023.



**I-75 COMMUNITY ENTERTAINMENT DISTRICT**

## Daylight Saving Time

It is very common to refer to "Daylight Saving Time" as "Daylight Savings Time". One of the United States' founding fathers, Benjamin Franklin, conceived the idea of daylight saving in 1784. Daylight saving time was first implemented in the U. S. during the First World War to save fuel by reducing the need to use artificial lighting. After a period of disuse, it was again enforced during World War II and continued to be practiced until three weeks after the war ended.

This year, we set our clocks behind one hour at 2 a.m. on November 5th.

Every time we are reminded about Daylight Saving Time we hear about replacing the batteries in our smoke detectors. Three out of five home fire deaths result from fires in properties without smoke alarms. The risk of dying in a home fire is cut in half in homes with working smoke alarms.

## General Election November 8, 2016

The polls are open on Election Day from 6:30 a.m. to 7:30 p.m.

One important issue on the ballot is a substitute levy for Monroe Local Schools that will not increase your taxes. For more information visit [YesMonroeSchools.com](http://YesMonroeSchools.com). On September 27, 2016, City Council voted unanimously to support this levy.

To find out what else is on the ballot or where your designated polling place is visit your local Board of Election office at [www.butlercountyelections.org](http://www.butlercountyelections.org) or [www.warrencountyboe.us](http://www.warrencountyboe.us). Upon appearing at the polling place to vote you must give your full name and current address and provide proof of identity. The forms of identification that may be used include an unexpired Ohio driver's license or state identification card with present or former address so long as the voter's present residential address is printed in the official list of registered voters for that precinct; a military identification; a photo identification that was issued by the United States government or the State of Ohio, that contains the voter's name and current address and that has an expiration date that has not passed; an original or copy of a current utility bill with the voter's name and present address; an original or copy of a current bank statement with the voter's name and present address; an original or copy of a current government check with the voter's name and present address; an original or copy of a current paycheck with the voter's name and present address; or an original or copy of a current other government document (other than a notice of voter registration mailed by a board of elections) that shows the voter's name and present address.



**ACCORDING TO  
HISTORY.COM,  
AMERICA'S FIRST  
PRESIDENTIAL  
ELECTION WAS HELD  
IN 1789. GEORGE  
WASHINGTON WON  
THE ELECTION AND  
WAS SWORN IN ON  
APRIL 30, 1789.**

### Election Day Luncheon

The United Methodist Women will be hosting their 40th annual Election Day Luncheon on Tuesday, November 8th in Atchley Hall at the Monroe United Methodist Church at 206 East Avenue in Monroe. Lunch will be served from 11 a.m. until 1:30 p.m. Menu will include homemade vegetable beef soup, pulled pork barbecue and hot chicken sandwiches, hot dogs, chili dogs, cole slaw, chips, homemade pies and cakes, and drinks.

## Tax Alerts and State Mandated Changes

In an effort to enhance communication between the Tax Office and our residents/businesses in 2017, we are implementing a new Tax Alert System. This system will help you stay up-to-date with changes to our Tax Ordinance, due dates for estimated payments, withholding due dates, as well as, filing due dates.

This alert system will not contain any personal or payment information. If you would like to receive these alerts, please visit <http://www.monroehio.org/departments/finance/income-tax/tax-alerts>.

Below is the breakdown of changes made to the City of Monroe’s Tax Ordinance in regards to Penalty, Interest, Fees and Charges in accordance with House Bill 5. This change affects **Tax Year 2016** and beyond.

The City shall impose on a taxpayer, employer, any agent of the employer, and any other payer, and will attempt to collect, the interest amounts and penalties prescribed in this section when the taxpayer, employer, any agent of the employer, or any other payer for any reason fails, in whole or in part, to make to the Municipality timely and full payment or remittance of income tax, estimated income tax, or withholding tax or to file timely with the City any return required to be filed. Interest shall be imposed at the rate defined as “interest rate as described in division (A) of this section”, per annum, on all unpaid income tax, unpaid estimated income tax, and unpaid withholding tax. This imposition of interest shall be assessed per month, or fraction of a month.

<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>1% per month</b>	<b>5% per year</b>	<b>6% per year</b>

With respect to unpaid income tax and unpaid estimated income tax, a penalty equal to fifteen percent of the amount not timely paid shall be imposed.

<b>2015</b>	<b>2016</b>
<b>3% per month</b>	<b>15% per month</b>

With respect to returns other than estimated income tax returns, the City shall impose a monthly penalty of twenty-five dollars for each failure to timely file each return, regardless of the liability shown thereon for each month, or any fraction thereof, during which the return remains unfiled regardless of the liability shown thereon. The penalty shall not exceed a total of one hundred fifty dollars in assessed penalty for each failure to timely file a return.

<b>2015</b>	<b>2016</b>
<b>\$50 flat fee</b>	<b>\$25 per month, not to exceed \$150</b>

Definition of Return-"Return" includes any tax return, report, reconciliation, schedule, and other document required to be filed with a Tax Commissioner or municipal corporation by a taxpayer, employer, any agent of the employer, or any other payer pursuant to applicable law, including at any time before January 1, 2016.

To be considered completely filed, you must submit your signed returned along with page one of your federal 1040 and any W-2's or schedules you may have.



This logo cannot be used without the express written consent of the City of Monroe

## *Bicentennial 1817 - 2017*

The Public Involvement Committee of Council, along with a fantastic group of volunteers, have been diligently planning for the City of Monroe’s Bicentennial Celebration in 2017. With multiple events on tap for next year, the main celebration will take place on Saturday, September 23, 2017, from 10 a.m. to 10 p.m. This event will have rides, games, circus performance, band entertainment, and fireworks.

Throughout the year there will be additional events including an Opening Ceremony in January; 5k Run/Walk; Golf Outing; Monroe Founders Day Event; amidst others. Additionally, we hope to also include an event on Friday, September 22, 2017, as a preview for the September 23, 2017, main event.

We are currently doing all we can to reduce the cost to the City. We are looking for donations and sponsorship funds from both the business and residential community to make this celebration a success. You only turn 200 once!!

Another way to help with this event is to provide us with contact information as volunteers will also be needed.

**OUR CITY WAS  
NAMED AFTER  
JAMES MONROE  
WHO TOOK OFFICE  
AS PRESIDENT OF  
THE UNITED STATES  
IN 1817**

[www.Monroe2017.org](http://www.Monroe2017.org)  
233 South Main Street  
P. O. Box 330  
Monroe, Ohio 45050-0330  
513-539-7374 extension 1012  
[bicentennial@monroeohio.org](mailto:bicentennial@monroeohio.org)

 @Monroe200

 Monroe200

Bicentennial Coins are \$5.00 each and can be purchased at the City Building from the Receptionist or Clerk of Council. Supplies are limited!



# Celebrate Monroe 2017

## Sponsorship and Donation Benefits

- **Event Sponsor** - \$50,000 or more. You can be the sponsor of the City of Monroe's Bicentennial Celebration. You will be permanently listed on our website, Facebook, every banner, flyer, and t-shirts advertising the event. You will also receive V.I.P parking during the main event, a coin, a plaque, and a special gift. (one available)
- **Band Sponsor** - \$25,000 to \$49,999. As a band sponsor you will be permanently listed on our website, Facebook, large banners over South Main Street, and t-shirts advertising the event. You will also receive V.I.P. parking during the main event, a coin, a plaque, and special gift. (two available)
- **Platinum**—\$10,000 to \$24,999. As a platinum sponsor you will receive a permanent place on the home page of our website and Facebook, large banners over South Main Street, and t-shirts advertising the event. You will also receive two V.I.P. parking spaces during the main event, a plaque, and a special gift.
- **Gold**—\$5,000 to \$9,999. As a gold sponsor you will be permanently listed on the home page of our website, weekly Facebook and Twitter recognitions, two V.I.P. parking spaces during the main event, a plaque, and coin.
- **Silver**—\$2,500 to \$4,999. As a silver sponsor you will be permanently listed on the home page of our website, bi-weekly Facebook and Twitter recognitions, one V.I.P. parking space during the main event, a coin, and a plaque
- **Bronze**—\$1,000 to \$2,499. As a bronze sponsor you will be permanently listed on the home page of our website, monthly Facebook and Twitter recognitions, and a coin.
- **Spirit**—\$100 to \$999. As a spirit sponsor you will be permanently listed on the home page of our website and receive a coin.

We also have 20 pole banners that will be displayed throughout 2017 on Main Street. Each banner will have your business name and you will be able to keep it at the end of 2017. Banners are \$1,500 each.

## It's Grrrrrrreat to be a Lion!



Members of the Monroe Lions Club recently had a little fun and toured the University of Dayton Arena. Highlights of the tour included the newly renovated basketball locker rooms, coach/athlete lounge areas and therapeutic facilities. The tour was followed by several missed baskets (and a few made) on the court, a lot of laughs, and dinner in the lounge. A big thanks to Larry Staub for organizing this enjoyable evening out.

On November 19th, several Monroe Lions will be attending a food packing service project at the Hope Factory in Sharonville, Ohio. Along with employees from Anthem, our goal that day is to pack 1 million high-protein meals that will be used to assist families in the US and abroad. Be our guest and join us in meeting this noble goal. Contact Lions Club President Dave Stupp at [dstupp@cinci.rr.com](mailto:dstupp@cinci.rr.com) for more details on how you can become involved.



The Monroe Lions Club Annual Pancake Breakfast will be held this year on Saturday, December 3rd in the Monroe High School Cafeteria. Bob Evans Pancakes and Sausages will be served from 7:30 a.m. to Noon. Santa Claus will be visiting from 8 a.m. to Noon. The Monroe Historical Society will once again be taking letters to send to the North Pole. Proceeds from this event go to fund several Lions Club Scholarships each year. Tickets can be purchased for \$6 from a Lion, a National Honor Society Member, at select Monroe High School Band events, or at the door the day of the breakfast.

Light Up the Sky 2017 preparations have begun! Interested in being a vendor, either for food or crafts? Drop an email to the Lions at [monroelions@yahoo.com](mailto:monroelions@yahoo.com) or visit our website at [lighuptheskymonroe.com](http://lighuptheskymonroe.com) for more details and an application.



**Where there's a need, there's a Lion!**

Want to find out more about Lionism? The Monroe Lions Club meets every 4th Monday of the month, except for November and December in the small conference room next to the Monroe Lending Library. Contact Membership Chairperson, Karen Storer at [karenlynstorer@yahoo.com](mailto:karenlynstorer@yahoo.com) for more details.

## Shake Your Mailbox

Shaking your mailbox is being encouraged to prepare mailboxes for the winter snow removal season. Shaking your mailboxes was initiated in different communities to get homeowners proactively involved in mailbox maintenance. Residents can prepare their mailboxes for winter by tightening screws and firmly verifying the post and receptacle are secure enough to endure a large amount of thrown snow.

Damage to mailboxes is typically caused by the force of snow thrown from a passing snowplow and not normally hit by a snowplow. Checking the stability of mailboxes in warmer weather will lessen damage to mailboxes and frustration for homeowners and decreases the need to make repairs during the winter months.

We appreciate your time and effort to “Shake Your Mailbox.”

## Basketball Goals Located in the Right-of-Way

In the past, during snow removal efforts and leaf pickup, these basketball goals have been accidentally struck by our snow plows and leafing equipment and damaged. If this occurs, the City does not reimburse the property owners for any damage to the goals since they are not permitted to be located in the right-of-way. These are considered an objection in the right-of-way and must be moved back onto your property so it is outside the City’s right-of-way. To prevent any damages to our equipment and the basketball goals, we are asking for them to be moved. We appreciate your understanding in this matter.

THE MONROE  
HISTORICAL  
SOCIETY WILL BE  
CELEBRATING THEIR  
50TH ANNIVERSARY  
IN 2017

## Christmas on the Corner



## 2016 Leaf Pick Up Schedule

The City of Monroe began their leaf pickup during the week of October 17, 2016 and ends during the week of November 28, 2016. Leaves should be raked in piles along the curb line no more than six feet from the curb line, but not in the street or blocking storm water inlets. **Leaves that are combined with grass clippings will not be collected.** Leaves must be raked to the curb no later than 7:00 am on Monday of your scheduled week. Leaves raked after this time may not be picked up until the next scheduled week, if any. You may see the Street Department in your area during a time when it is not scheduled. As time permits, we will be going through non-scheduled areas in an effort to keep up with the falling leaves. There will be no leaf pickup the week of Thanksgiving. **Any leaves gathered after your scheduled week, will not be collected and must be bagged and put out with your garbage for Rumpke to pick up.** If you have any questions, please contact Gina Hugar or Donna Turman at 513-727-8953.

### Week of November 7, 2016

American, Austin Smith, Backtrail, Belmont, Bernard, Bluegrass, Bobtail, Boyd, Breaden, Bridle Creek, Bridle Pass, Buggy Whip, Carson, Cart Path, Church, Coachside, Conova, Courtland, Creek, Creekside, Davis, Dobbin, Douglas, East Arielle, East, Elm, Ethel, Ferncliff, Fieldstone, Foalrun, Forest View, Furlong, Gallaher, Gorman, Hamilton-Lebanon (east of Heritage Green Drive), Helsing, Hiteshue, Hocking Meadow, Jonah, Joy, Keeneland, Kenwood, Keswick, Leah, Lebanon, Lee Court, Lee Drive, Lee Price, Lena, Lewitt, Linn, Lynette, Macready, Main (south of State Route 63), Mason, Meadowlands, Meeker, Moder, Obenour, Ohio, Old, Old Carriage, Old Orchard, Paddock, Pleasant, Rachel, Randy, Raymond, Ridge Point, Ridgeview, Rustic, Sackett, Saddle, Sands (south of State Route 63), Scott Alan, Shady, Sleepy Hollow, Stablewatch, Steeplechase, Stewart, Stillpass, Stonemill, Sunset, Tam-O-Shanter, Timrick, Trails End, Trotter, Turf View, Vista, Walden, West Arielle, William Groth, Willowbrook, Wooddale, Woodyard, Wren, Wyandot Woods, Wyndcrest, and Wyndham.

### Week of November 14, 2016

Bedrock, Britton, Brittony Woods, Brookhurst, Canterbury, Chaney, Cincinnati, Cornerstone, Deneen, Doverdale, East Garver, Edgewood, Fox Run, Heatherwood, Hickory Hill, Hidden Creek, Highland, Hunterbrook, Main (north of State Route 63), Nightstar, North Garver, Overbrook, Parkview, Pebblestone, Penbrooke, Ravenwood, Red Fox, Ridge Wood, Ridgeway, Sands (north of State Route 63), Sandstone, Seminary, Slate Branch, Tarryton, Todhunter, Wellington, Wexford, Wicklow, Winding Brook, Winston, and Yankee.

### Week of November 28, 2016

Ambergreen, Amity, Anne, Apple Knoll, Apple Ridge, Babbling Brooke, Bayberry, Bendel, Blue Springs, Brandon, Bridgewater, Buckeye, Carol Ann, Cherry Mill, Churchill Manor, Crossings, Dazey, Debord, Dorothy, East Brooke, Forest Pond, Granny Smith, Greenoval, Griffin, Hailey, Hamilton-Lebanon (west of Heritage Green Drive), Hamilton-Middletown, Hankins Rd., Harbor Cove, Heritage Trail, Hollybrook, Hollytree, Kameron, Kelsey, Koehler, Jerri, Lakeview, Lindy, MacIntosh, Meadowood, Michelle, Maya, Morgan, Niederlander, Northbrook, Oaklawn, Riley, Roden Park, Ryan, Sagewood, Scarlet Oak, Serena, Shanda, Songbird, Sonya, Stone Ridge, Sutton Brook, Tall Oaks, Thomas Pointe, Trey, Twin Cove, Valleybrook, Winesap, Woodcrest, Woodgate, and Woodland.

## 2016 Street Sweeping Schedule

### Route 1: Week of December 5, 2016

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, 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, Niederlander Lane, Northbrook Lane, Oaklawn Drive, Onyx Court, Opal Court, Riley Lane, Roden Park Drive, Ruby Lane, South Main Street, Sagewood Court, Salzman Road, Scarlet Oak Drive, Serena Way, Shanda Drive, Songbird Court, Stone Ridge Lane, Sutton Ridge Court, Tall Oaks Drive, Thomas Pointe Court, Trey Court, Twin Cove Drive, Valleybrook Drive, Winsesap Lane, Woodgate Court, Woodland Court.

### Route 2: Week of December 12, 2016

Bedrock Drive, Bernard Drive, Brittony Woods Drive, Brookhurst Drive, Canterbury Court, Chaney Court, Church Street, (West of Main), Cincinnati Circle, Cincinnati-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 State Route 63), Hickory Hill Court, Hidden Creek Drive, Highland Drive, Hunterbrook Court, Lee Court, Lee Price Avenue, Lena Drive, Lewitt Court, Lynette Court, Macready Avenue, Mason Avenue, Maumee Drive, Meadowlark Lane, Miami Drive, Moder Drive, Mount Pleasant Drive, Muskingham Circle, North Sands Avenue, Nightstar Court, Northwestern Avenue, Ohio Ave, Overbrook Court, Parkview Court, Paxton Circle, Pebblestone Drive, Penbrooke Court, Rachel Lane, Ravenwood Court, Raymond Drive, Ridge Wood Drive, Ridgeway Court, South Sands Avenue, Sands Avenue, Sandstone Court, Scioto Circle, Scott Alan Dr, Seminary Drive, Slate Branch Court, Sleepy Hollow Drive, Sunset Court, Tarryton Court, Todhunter Road, West 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: Week of December 19, 2016

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, East Arielle Court, East 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, Keeland Court, Kenwood Court, Keswick Drive, Leah Court, Lebanon Street, Linn Court, Meadowlands Drive, Meeker Lane, North Main Street, North 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, West Arielle Court, Walden Court, William K. Robinson Drive, Wm. Groth Drive, Woodsdale Drive, Wren Court, Wyndcrest Court.

***PLEASE NOTE: The December street sweeping schedule will be completed weather permitting.***

## Cemetery Rates Increase Effective November 10, 2016

On October 11, 2016, City Council adopted legislation increasing cemetery rates. The following reflect the old and new rates. The new rates take effect on November 10, 2016. Currently, the Cemetery Fund is being subsidized by the General Fund. These new rates are expected to generate revenue necessary to cover the operating costs in the Cemetery Fund.

<b>Purchase of lot</b>	<b>Old Rate</b>	<b>New Rate</b>
Resident	\$ 600.00 each	\$ 900.00 each
Non Resident	\$ 1,200.00 each	\$ 1,500.00 each
Veteran Resident	\$ 300.00 each	\$ 600.00 each
Veteran Non Resident	\$ 900.00 each	\$ 1,200.00 each
Full-time Employees of the City of Monroe		\$ 900.00 each
<b>Opening and Closing of Grave</b>		
Weekday	\$ 650.00	\$ 750.00
Saturday, Sunday, Holiday, and after 2:30 p.m. on weekdays	\$ 1,000.00	\$ 1,200.00
<b>Infant Opening and Closing of Grave</b>		
Weekday	\$ 200.00	\$ 300.00
Saturday, Sunday, Holiday, and after 2:30 p.m. on weekdays	\$ 550.00	\$ 650.00
<b>Urn Burial</b>		
Weekday	\$ 200.00	\$ 300.00
Saturday, Sunday, Holiday, and after 2:30 p.m. on weekdays	\$ 550.00	\$ 650.00
<b>Foundations</b>		
Per square inch	\$ 0.58	\$ 0.62

## Monroe Lending Library

The Library will be closed Thursday, November 24 and Friday, November 25 for Thanksgiving and December 23, 24, and 25 for the Christmas holiday.

**Adult Library** - Thursday, November 10, 6:30 p.m. Needlecraft Group. Perfect time to make a wrap for the upcoming winter days or learn a new craft. Monday, November 21, 11 a.m. Book: *Looking for Salvation at the Dairy Queen*. Thursday, December 8, 3 p.m. Needlecraft Group. Monday, December 19, 11 a.m. Book: *A Christmas Carol* by Charles Dickens.

**Holiday Craft and Vendor Show** - Saturday, November 19, from 10 a.m. to 3 p.m. Start and finish your Christmas shopping at this craft and vendor show.

**Rafflemania** - Saturday, November 12, and Saturday, December 3, at 6 East Avenue. Doors open at 6:15 p.m. and raffle starts at 7 p.m. Tickets are \$0.25/each. For reservations contact Judy Mann at 513-594-4845. Thank you for helping to support the Monroe Lending Library Operating Fund.

## Holiday Season Tips

As the holidays approach, we all get excited for the opportunity to spend time with loved ones, food, holiday parties and great deals during the shopping season. The Monroe Police Department has come up with a few tips to keep you from becoming a victim of fraud, theft and robbery. These are tips that we recommend you practice all year, but be especially vigilant during the holiday season. Remember: The criminals will be shopping this holiday season too. Don't give them the opportunity to make you their Santa Claus.

**Driving.** Avoid driving alone or at night. Keep all doors locked and windows closed while in or out of your car. Set your alarm or use an anti-theft device. If you must shop at night, park in a well-lit area. Avoid parking next to vans, trucks with camper shells, or cars with tinted windows. Park as close as you can to your destination and take notice of where you parked. Never leave your car unoccupied with the motor running or with children inside. Do not leave packages or valuables on the seat of your car. This creates temptation for thieves. If you must leave something in the car, lock it in the trunk or put it out of sight. Be sure to locate your keys prior to going to your car. Keep a secure hold on your purse, handbag, and parcels. Do not put them down or on top of the car to open the door. When approaching or leaving your vehicle, be aware of your surroundings. Do not approach your car alone if there are suspicious people in the area. Ask mall or store security for an escort before leaving your shopping location.

**Automated Teller Machine (ATM).** If you must use an ATM, choose one that is located inside a mall or well-lit location. Withdraw only the amount of cash you need. Protect your PIN by shielding the ATM keypad from anyone who is standing near you. Do not throw your ATM receipt away at the ATM location.

**Children.** If possible, leave small children at home with a trusted babysitter. Teach your child to go to a store clerk and ask for help in case your child is separated from you. Teach children to stay close to you always while shopping. Never allow children to make unaccompanied trips to the restroom. Children should never be allowed to go to the car alone and they should never be left alone in the car. Teach children their full name, address, and telephone number to give to police officers or mall security. Teach children to immediately inform you if a stranger is bothering them.

**Strangers at Your Door.** Be aware that criminals sometimes pose as couriers delivering gifts. It is not uncommon for criminals to take advantage of the generosity of people during the holiday season by soliciting donations door-to-door for charitable causes although no charity is involved. Ask for their identification and find out how the donated funds will be used. If you are not satisfied, do not donate. Donate to a recognized charitable organization.

**Hosting a Party.** Have non-alcoholic beverages available for party guests. Find alternative transportation for intoxicated guests. Arrange for an official designated driver for your party who will not drink at all.

**Attending a Party.** Have something to eat before consuming alcoholic beverages. Eat high protein foods that will stay in your stomach longer and slow the absorption of alcohol into your system. Remember only time will eliminate the alcohol from your body. Know your safe limit. Never drink and drive.

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

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City Building  
233 South Main Street  
P. O. Box 330  
Monroe, Ohio 45050-0330  
513-539-7374  
cityhall@monroeohio.org  
EMS, Fire, and Police Emergency 91-1  
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  
Robert E. Routson, Mayor  
Suzi Rubin, Vice Mayor  
Dan Clark, Council Member  
Jason Frentzel, Council Member  
Keith Funk, Council Member  
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