

**XENIA CITY COUNCIL  
SPECIAL SESSION  
MEETING MINUTES  
AUGUST 22, 2019**

**1. CALL TO ORDER:** President Engle called the August 22, 2019, Special Session to order at 7:05 p.m. in the City Administration Building, Conference and Training Room.

**2. ROLL CALL:** Vice President Edgar Wallace, Councilman Will Urschel, Councilman Dale Louderback, Councilman Wesley Smith, Councilman Levi Dean, Mayor Sarah Mays, and President Michael Engle were present.

**3. DISCUSSION:** Mr. Merriman said the purpose of the Special Session was to provide Council with updates on a number of issues as follows:

- Community Event and Public Safety: In consideration of recent events, he, as the Public Safety Director, and Police Chief Person made a policy decision that at community events and large crowd gatherings, officers will starting carrying long guns. Brief discussion ensued with regard to body armor, bullet proof vests, etc.
- Downtown Redevelopment: They continue to work with local business owners and downtown property owners. The City's new Community Development Coordinator Ryan Baker and Development Director Steve Brodsky have worked hard to further develop those relationships. As they move into next year, they look to work more closely with the Downtown Xenia Now group, which is not as strong and active as they once were, and they wish to bolster their efforts. Involvement and funding are needed for that organization to function as a "Main Street" style program. The organization will function as a private sector, but City staff will work with them to further the City's efforts to promote the downtown and development projects.
- Pavement Condition Index (PCI) Study: Staff recently solicited for RFPs for a PCI study, and two proposals were received. Staff will be bringing forward a recommendation to award the contract in September with an anticipated start date by early October. He said the technology has been substantially improved since the last PCI study was done five years ago, and every single street in Xenia will be done in a matter of about four days, weather permitting. He anticipates receipt of the final study by the end of the year, which will prepare them for a good conversation about plans for street improvements during the first quarter of 2020. Staff will utilize the vendor's software to access the data, which will help them better understand the City's pavement conditions. With this new technology, he anticipated the City's overall PCI score will go down by at least 5 points. The software will manipulate data on the street conditions in conjunction with the City's investment for improvements from crack sealing to resurfacing to complete reconstruction.
- Xenia Adult Recreation and Services Center (XARSC): XARSC's Executive Director Judy Baker approached the City Manager's Office and presented a question with regard to the \$225,000 loan they received from the City for the purchase and installation of their commercial kitchen equipment and the purchase of other furniture and equipment. He noted the first payment on that loan in the amount of \$22,500 is due on November 1, 2019, with monthly payments in the amount of \$1,875 due on the first of each month thereafter. Ms. Baker has requested that Council consider a waiver or an amendment to the payment schedule up to and including forgiveness of the entire loan. Staff requested the center's financial information and was provided with June 2018 and July 2019 statements. He noted the financial data was not very robust. Mr. Duke agreed the financial data was very basic. Mr. Merriman said the number of members has increased and continues to increase, and their expenses are going up also, which should have been anticipated with the larger space in the new REACH Center. Mr. Duke noted the center's membership dues are only \$20 per person per year. The center's balance sheet shows \$850,000 in revenues and only \$20,000 of that comes from

paid membership dues. Discussion was held on how the center is financed with tax measures, how they are chartered, if financial information is shared with the center's Board of Directors (i.e., are they aware of the center's financial disposition), how the center could leverage their assets and generate additional revenue including increasing the membership fees, etc. Mr. Merriman and Mr. Duke said they would look into obtaining their audit records so they can provide that information to Council before they respond to Ms. Baker's request. Mr. Duke said it is clear that the center has bigger financial issues aside from the payment that is due to the City. He reminded Council that the City gives the center \$10,000 every year, and they should consider adopting a policy that requires entities to provide financial documents at least once per year.

**4. EXECUTIVE SESSION:** President Engle entertained a motion to adjourn to Executive Session to discuss the Purchase or Sale of Property per XCO §206.04(a)(2) and ORC §121.22(G)(2) and Confidential information related to Economic Development Projects per XCO §206.04(a)(7) and ORC §121.22(G)(8).

Motion by Mayor Mays, seconded by President Engle, to adjourn to Executive Session to discuss the Purchase or Sale of Property per XCO §206.04(a)(2) and ORC §121.22(G)(2) and Confidential information related to Economic Development Projects per XCO §206.04(a)(7) and ORC §121.22(G)(8). No discussion followed. The Roll on this was the following:

Ayes: Wallace, Urschel, Louderback, Smith, Dean, Mays, Engle  
Nays: None motion carried.

The Council convened in Executive Session at 7:35 p.m. with the same members present. It was noted that Councilman Louderback left the meeting at 7:56 p.m. to attend a business appointment at 8 p.m. The Council reconvened in Special Session at 8:45 p.m.

**5. ADJOURNMENT:** President Engle entertained a motion to adjourn the meeting.

Motion by Councilman Dean, seconded by Councilman Smith, to adjourn the Special Session. No discussion followed. The Roll on this was the following:

Ayes: Wallace, Urschel, Louderback, Smith, Dean, Mays, Engle  
Nays: None motion carried.

Michelle D. Johnson  
City Clerk

Michael D. Engle  
President, Xenia City Council