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ITEM 1: CALL TO ORDER: Mayor Flaute called the Riverside, Ohio City Council Meeting to order at 6:00 p.m. at the Riverside Administrative Offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

ITEM 2: ROLL CALL: Council attendance was as follows: Ms. Campbell, absent; Mr. Curp, present; Deputy Mayor Denning, present; Ms. Fry, present; Ms. Lommatzsch, present; Mr. Teaford, present; and Mayor Flaute, present.

Staff present was as follows: Mark Carpenter, City Manager; Chris Lohr, Assistant City Manager; Tom Garrett, Finance Department; Chief Frank Robinson, Police Department; Chief Dan Stitzel, Fire Department; Kathy Bartlett, Service Department; and Katie Lewallen, Clerk of Council.

ITEM 3: EXCUSE ABSENT MEMBERS: A motion was made by Ms. Lommatzsch to excuse Ms. Campbell. Deputy Mayor Denning seconded the motion. All were in favor; none opposed. **Motion carried.**

(Deputy Mayor Denning asked that a wellness check be done on Ms. Campbell since no one had heard from her.)

ITEM 4: ADDITIONS OR CORRECTIONS TO AGENDA: No additions or corrections were made to the agenda.

ITEM 5: APPROVAL OF AGENDA: A motion was made by Deputy Mayor Denning to approve the agenda. Ms. Fry seconded the motion. All were in favor; none opposed. **Motion carried.**

ITEM 6: WORK SESSION ITEMS:

A) Acceptance of Kyle Winning's resignation from the Parks and Recreation Board: A motion was made by Deputy Mayor Denning to accept the resignation of Mr. Winning from the Parks and Recreation Board. Ms. Fry seconded the motion. All were in favor; none opposed. **Motion carried.**

B) Pavement Management Group: Mr. James Golden, CEO of Pavement Management Group. Mr. Golden: I have spent my entire adult career within this space of pavement management; it is one of the key separators between us and our competitors. I am very humbled by that. You will find that this is my passion working with cities like yourself throughout the United States. Our home base is here in Ohio. I live in Heath, Ohio, about 90 minutes east in the Buckeye Lake area. I was born in that area. My wife and I have five kids so selfishly, that is where the office is. We work throughout the United States and throughout Ohio. We will be celebrating eight years in business this next month. We just opened up an office in Tampa, FL. What we have put together I hope you find is a streamlined approach to pavement management. You have heard about the pavement condition index, PCRs, PCIs; I am sure you have some familiarity on some of this stuff at some point. The benefits of working with a pavement management consulting firm such as ours is that it has a hundred percent of our daily operations right in that niche. The advantage there is that this is what I do day in and day out. I was just at the Montgomery County engineer's office a few hours ago. I did a project presentation and talked about some future stuff with them.

One of the major problems we have here in the state of Ohio and throughout is many, many years if not decades upon decades of severe under investment on our pavements. This is not pointing the blame; this is not pointing the fingers. It is the situation. Over the past couple of decades with severe under investment on our pavements it has driven this big dollar amount of millions of dollars in backlog. Backlog points to all these pavements in Ohio, here in Riverside, they are at a critical condition or below and a lost opportunity

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for preventative maintenance or pavement preservation so now we are staring at reconstruction and rehab costs. The American Society of Civil Engineers (ASCE) every few years they publish a wide variety of documents, in grades, regarding the country's infrastructure and they break it down from roads, bridges, all the way down the line. They gave the state of Ohio the letter grade of "D". It is not just ODOT and our freeways, this trickles down to our local communities. On average as ASCE and for someone who has been in this for over 20 years, I absolutely agree with this, our roadway average conditions are about a "D". In grade school, when we saw that red "D" circled, it was tough. It is a reality of where we are at today. If we go back to 2008, back in recession, not just us as individuals faced with tightening the belt, so did our local governments and we lost preventative maintenance strategies. All of this, bottom line, has led to poor road conditions, short life span of pavement and a lot of unhappy drivers.

If we look at solutions, it is pretty straight forward. We need some leadership, prioritization, planning, systems, tools, data, KPIs, a way to measure what we have and where we are going. This is all done through a pavement management system. One of my favorite slides I found 15 years ago is two hands holding a crystal ball with a roadway inside. Imagine if we have the capability and availability looking into the future based on key performance data and seeing where we are and where we are going and what the trends are. We can do all that with a data management system. Accountability is key; holding ourselves accountable and setting a better standard for the roadways.

That leads us into the PMG approach. I've created this unique 8-step approach, if you will, that will streamline what we encompass pavement management to be. I would like to define pavement management from a pavement manager. Basically, we look at pavement management as a process of developing a system so we can measure where we are going with our pavement and taking a look at optimizing the overall condition of the network and maximizing your budget. Every year we are faced with a specific dollar amount we are throwing at our pavements. It could be a million dollars or half-a-million, whatever the case is. We have accountability from the public side saying what are we doing with the money, where is it going? All of this comes with pavement management and this is our 8-step approach of how we handle going about building a better roadway network for our constituents, our city managers, our public works directors, our city mayors, our councilmen and women, everyone in this room. We will start with step one, a pavement management software package, a paver and pavement management system. Number two is getting a solid inventory of what we have out there; we have an idea of how many miles, what about breaking that pavement network down block by block and section by section understanding every aspect: striped, curved, last paved, maintenance materials. Finally, off the inventory, HD video. We role 1080p HD video on all of our pavements that way we have eyes and ears whether talking to the service director or going down the line to our road superintendent/street supervisor having eyes on the pavement on what is happening out there. This allows us to do an ASTM condition assessment; similar to PCR, pavement condition rating, we piggy-back off of PCI, pavement condition index, it is an international standard and I love standards. I will talk about that in a few. GIS, Geographic Information Systems, Google Earth, map driven data; how many of you understand alligator cracking or fatigue cracking? The bottom line is we want to create a process in the system where we have map driven, data driven charts and graphs that we can all open up the conversation about what is happening with our roadways. That is what this process is doing. Budget needs and recommendations, through this process I will have a gray list, block by block all the quantities and we will correlate condition to maintenance actions. What is the current need of each and every segment in the City of Riverside? We will look at the tool box, are we going to do rejuvenators, preservation, preventive, recycling, all these different tool box items that become involved with road maintenance. So if I have units and I have unit costs from the contractors because I call them up and ask them the going rate for say a double micro-surfacing in the City of Riverside; I get good quality information. We now know the needs of every single pavement section in the city as well as the entire network as a whole so maybe it is \$10 million, maybe it is \$15 million; I don't know that is what this process

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helps us find. Then we can work towards reverse engineering a plan strategy to put into place. That is when we come into the project report and presentation. We will take a look at the city and go through 'what if' scenarios; what if I had an extra \$250,000 or \$1 million, what if we went for a tax increase, a bond issue, a levy. How do we communicate to the public that we need more funding? From the data and information. Finally, data management, support and consulting, we aren't a one-time drive-thru here is your data and we like to leave; I've been working with Montgomery County for about 15 years give or take. We love long term relationships with our clients; I am not a nickel-and-dime consultant, you can ask around. I love being a part of your team that is what it is all about.

PAVER[®] was developed by the US Army Corp of Engineers. This is software; this is where we are holding all the data. Kathy had mentioned work history, every time we reach out and touch a street through maintenance we want to be able to track and store it. This is the holding tank doing all that. We have GIS map driven data, we have inspection data, we have work history, our inventory; it's all there at the push of a button. It is very cost effective; the cost of the software is about \$1,000; we don't make a dime off that software, we are leveraging our services on top of the software. It has a specific set of unique pavement management tools: pavement modeling, performance, degradation curves. We have all this engineering stuff in a great map driven and data driven way so we can all have conversations we all can understand. It is a complete system for the city of Riverside; it is a complete package.

Inventory, this is one of my favorite and most important aspects of everything. I need to know exactly, just like you all do, how much pavement do we have out there? Breaking it down block by block as in this case, I am showing a cul-de-sac street that is a section, I am showing the green part that is a section; point-to-point and block-to-block, I know the length; I know the width; I know the total area. I know the last time it was constructed, curved, striped. I know all this information. I know the traffic count; I know if it is residential, local, arterial, or collector. When we start talking about prioritization, imagine in your mind this street versus an arterial major route and both have a condition of '60' and we want to do something to it, which one will take the priority? It will be the major road, right? It is tagging all the attributes to each pavement section and it lives holistically within that section throughout time. We actually leverage a couple of different tools here to give you high accurate measurements. Nearmap and Google Earth have professional measuring tools as you can see on the screen. We can get right in there and be within a three percent margin of error. So we are actually planning projects from the inventory side and Kathy has good numbers right up front. It goes out to bid, but we can be very accurate in the office in the decision making process before even getting to that stage.

Video, we take 1080p HD video and all that means is high definition; most of us have high definition TVs at home. Just on this PowerPoint presentation this isn't even full native resolution and you can see the quality of that video. I can take a look at this road and see everything that has happened. I can see I have alligator cracking, "F" cracking, all this cool stuff going on out there in terms of distress. These videos allow us to have eyes on the road. It is a place holder; it is a benchmark; it is a stamp in time that we do this process every couple of years. We can check out the striping; we can look at curves and approaches. A lot of consultants will take a picture of your road, which is great, that is o.k. it is a starting point; we are trying to do it a little bit better. I've been doing this 20 years. I started out in the field walking around measuring everything, taking pictures, laptops; now, I'm doing stuff mobile with tablets that kind of thing. We deliver this to you. Montgomery County Engineer's Office is pretty pleased with the video we just provided them. They can see value in other areas above and beyond pavement management.

Inspection, we leverage the PCI; this is an American Standard Tool and Materials (ASTM) D6433 Standard developed by the US Army Corp of Engineers way back in the 1970s. They wanted a better way to quantify and measure what was going on out there. They came up with this distress policy and it is basically saying there are up to 20 different

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things happening on your pavement at any given time. Our job at this stage is to take a look at every single segment and tag what distress is happening, at what severity, and how much of it is there. You can see in my graphic those feed into this thing called the PCI; it is similar to a PCR, the difference is this is the international standard. All these different stresses feed into this number. We start at 100 PCI, the road is brand new then we start tagging things: a pothole, longitudinal cracking, and edge cracking, whatever we are finding we start deducting. We are then left with a number 0 - 100. We then streamline that for everyone in a condition category perspective so instead of us all in a room talking about PCI or PCR or numbers, we are now talking about color coded information. I have a failed pavement; we can look at the black roads and see what is going on. Green is a good, green mean go. Red, we are going to slow down a bit. You can see the process all the way down the line. What this really allows us to do is leverage condition categories with maintenance treatment. In the world of pavement management and maintenance there is really only about seven things you can do: rejuvenating options for preservation and preventive, crack sealing, patching, micro-surfacing, chip-and-seal, cape seals, and then you get into milling and overlay. It is to what thickness and to what degree. I was talking to Jay earlier about needing to know the thickness of our pavements. If I only have 2" then an inch-and-a-half of overlay is probably not going to cut it. Maybe I need to do full depth reclamation. That is how we are piggy-backing off these categories and making the maintenance correlations through our inspection process.

GIS and Google Earth is map driven. You can see what we are doing here zooming into the city; this is a deliverable we provide, part of our standard service. We are looking at the City of Marietta remember those colors we just looked at there they are for the City of Marietta. Quickly we can identify and then we are leveraging google search. I would love to say I am going to get very close and intimate with all of your streets, I am to some degree, but I am still going to need to do a search. We go right to the source then we can click on the icon above these segments then you will get a video that pops up right in the player in standard definition. Now, we can open up pavement management throughout the city. This isn't just stuck in Pandora's Box, in the city engineer's office, or Kathy's office. If we are having a street committee meeting and are making adjustments to city council for Ward 1, you have eyes on it, you have video on it, and you can stream it right here.

Budget Needs, Scenarios, and Planning, so we were talking about those maintenance correlations in the lower left side of my screen I have a treatment recommendation, you can see the PCI range that I recommend the treatment for, and the condition category. Imagine in your mind's eye you have 100 centerline miles of pavement, you will have about 1,000 pavement sections and each one will have a PCI number, 0 - 100. We know the condition of it, and we know the area, I know the unit cost so now I know what to do. This is just an example. When we have all this data, we get to decide what that maintenance tool box looks like for the City of Riverside. Maybe we don't want to do cape seal maybe you prefer a chip seal. We will adjust the tool box accordingly, but the bottom line is the tool box is developed by data as opposed to just a contractor knocking on the door saying buy my product. We can develop policies, maintenance policies. One of my favorites is if we are just in a worst to first situation, I think we are all well aware that we will never get ahead. We can pass the tax increase, we can do those type of things go bond issue, go levy, but it is just never really enough money to catch up from that backlog. Quick example in the City of Heath, I work there and live there, my kids go to school there. I have never approached council or the mayor because I live there. They knocked on my door one day and said James we want to meet with you and learn about what you are doing because we want to go to the public and talk about a tax increase. They realized they had infrastructure needs and wanted to know the best way to position themselves from accountability and leadership so the public has transparency on what they are doing. So we did this, went through the study in the process and we were able to run multiple scenarios and that is what we are showing here. This is actually the City of Hudson. If you look at these bar charts with all this data and that pavement management system that I mentioned and your input, variables, cost analysis, and expertise; we can run multi-plan years and

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multi-funding scenarios. The red line is if you were to continue funding at \$1.3 million, their previous annual budget, doing a worst case scenario. This is the result, we are going to start at around a '65' and you can see the numbers dropping all the way down the line. We can do a little bit better. The common sense thing is if I throw more money at it, I should get a better result, but how do we measure it? This is how we measure those type of things. So \$1.8 million you get the idea. They are currently at \$1.8 million, if we go to the \$2 million budget they can about maintain the '72' condition that they are used to having right now. The City of Heath was at a '54' that is below a "D" average. Now, with this year and policies, I guarantee, I will run the numbers and I bet they are already up to a '56' within one year and a \$15,000 investment with pavement management and thinking a little bit differently. Those numbers will come back last this year. We have a plan in place, a 10 year plan, for the City of Heath to move from a '56' to a '70'; they did pass a tax increase, a quarter percent. This is how we do it; it is having actually plans and real data, standards, and expertise; not just mine, but all of yours, all of your input.

For final deliverables, we will come in and do a final report. What I really like about it, the Montgomery County Engineer's office just had some great comments on it, it's not just for the engineer's in the room; it's not just technical. It is designed to provide the technical aspect that Kathy or the city engineer need, operations to get them the information they need, but for all of you, too. We want you to understand exactly what is happening. So we write the reports accordingly, we provide the PAVER[®] software and license it for you, work with the team to make sure things are going well in that regard. We provide those GIS maps; we can blow them up take a look at the road conditions, all the video, and all this good stuff. So you can see at this stage we are way above and beyond just a simple condition. The condition is just a number, it is what we do with that condition and how do we leverage that.

Finally, we have continued support; I do have a passion for this stuff. I wouldn't be here today if I didn't. I'm not just about gaining customers. I really enjoy my relationships and working with cities throughout the United States and here in Ohio. I have a great team behind me. We plan in the engineering space. One thing I failed to mention is we took on an investor one or two years ago and have a full blown engineering firm as a sister company. We have engineers when we need engineers. We have all that expertise behind us. This is what we are looking to do to be an extension of your team. You already have consulting engineers you work with, awesome, the City of Heath already did. I am just a different perspective and a different process, but on the same page.

Mr. Teaford: How long is the process? Say if you start tomorrow, how long is the process before we get our report? Mr. Golden: You are looking at about 60 to 90 days. We will go through all eight steps I just talked about and would come back here right around April 1 that type of a thing. We do have weather and that is one issue. I know you are enjoying the potholes popping up everywhere. We want to make sure we have good video capture days because that is part of our deliverables and we want to make sure the video is good. The reality is we could probably start on that aspect of it in March, but right now we could absolutely start building your inventory and put that data into the PAVER[®] software so when that weather breaks we are ready to roll.

Ms. Fry: You mentioned we would purchase a license for the PAVER[®] software is that correct? Then the services you provide, is that in a package we would purchase, hourly, what is the fee structure like? Mr. Golden: The PAVER[®] software is actually wrapped up into our contract. You are basically looking at year one, the initial implementation. You have to get the inventory, get the inspection taken care of, software procured, and all that good stuff. Then in year two, it is more of a maintenance year. You don't need an inspection every year. I would love you to, but you don't need it. You have good data and good pavement models on the back end and I'm trying to save you money and leverage what we got. We recommend every other year. The in between years, I will rely on Kathy to provide me the data, feed me the work history based on our tool box. We update the

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pavement management system at the end of each year and you are provided a report with the state of the network. We can put that all into our contract with us. You don't have to be the software expert, but we do like relationships and I love playing by the rules so I would get the license for the city in your name and making the PAVER people just as happy. It is a three-year process: year one - implementation, year two - maintenance mode, year three - re-inspection. Ms. Fry: If we interacted with you more often than we anticipate would that be an increased cost or is that a fixed cost? Mr. Golden: I will tell you this way so in our contract we build in about 24 hours as a consultant that seems to be the top end number that people need. Sometimes you need a little bit more initially; I honestly don't worry about it. If you go over 4, 5, or 6 hours; it will not bother me if it is inside the scope of helping the consultant. Now, working on a side project, for example, you say you want to do a secured project plan that is a different scope of work. We just did that with the City of Marietta, we provided them with information, they got 24 hours of consultant support; I sat down with the city engineer two weeks ago and he said hey I like this lets go with a 5-year plan, give me a proposal. It is a fixed cost, under \$25,000 for all that stuff you just saw. Then you go into year two it is \$3,000 - \$4,000 for a maintenance mode, your software. Then, in year three and beyond you are now on about a 15 percent cost savings because you have already set everything up, your entire inventory has been established. Ms. Fry: The cost savings is on what? Mr. Golden: So, the cost savings in year three, you want to do a re-inspection, hopefully, that is kind of the concept. The first year is \$25,000 for example, the cost is increased right away because we have to set up the inventory and set up the management system. Outside of that, the cost is now reduced because it has already been established. Does that make sense? It is not really a cost savings; it is a 15 percent differential. Ms. Fry: One more question, so when you were talking about Marietta, you were talking about just by doing the pavement management you were going to improve the road conditions by a certain amount; do we have the capability to project what that would translate into in money we don't have to ask the taxpayers for? Mr. Golden: Yes; we will look at two different options when we run these scenarios. We have budget driven scenarios where we just throw budgets at the system and say based on these budgets and policies on how we want to do things, what is the expected result. The other side of that is target driven. We will play with different targets. If you current condition came back at I'm going to guess, a '62', we can look at targets and say if we want to get to a '65', whatever the case is, now that we have the information and it is realistic. I promise you I have done this way too long, now we will know what the realized cost, not really a savings because your budget is your budget, if we don't have to ask more we don't have to ask for more. We can start taking a look at preventive and preservation practices to maximize your true budget to increase your conditions. If we just do worst to first, common sense obviously, we aren't going to improve road conditions by doing that with the same budget. Does that make sense? Because we have this data and we have the analysis and costs for all projects we can absolutely project where things are and take a look at just like I showed you there with \$1.3, \$1.8, and \$2.0 million and we saw different conditions. We will have that information available.

Mr. Carpenter: In the overall condition index, does it matter which streets you do, does that factor into the formula? Mr. Golden: Absolutely, your city is going to be comprised of at least 80 - 90 percent of local streets. It is very residential, right? On the general prioritization you have the arterial, collector and residential. The bulk of your pavement is going to be residential and will bring the condition down with the majority. Even if we don't have a pavement management process or system just by interactions with the public and all who are driving daily, we are going to maintain those at a higher level of service ability. We will prioritize; every one of those segments will get tagged or ranked. We can use ODOTs or you have an internal, I've seen it both ways and a combination. Marietta has two, they use ODOTs rank and classification and then they streamline it for their own purpose. So then when we are doing all this analysis, we prioritize. We take a look at, do we have different wards, council districts, or are we all at-large? At-large simplifies things, we will tag the data appropriately and look at where are we then doing maintenance, what pockets, what areas, and then you create a distribution policy of where in the city to try and

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spread the wealth. That is the reality in the city. Then we have all the information and rank classification to make better decisions.

Mayor Flaute: Mr. Manager, what do you need from us at this time? Mr. Carpenter: I guess just a motion to go forward as we do have this in the budget and so I said I would bring it to council for approval to move forward. Mayor Flaute: Ms. Bartlett, this was the same thing you were talking about last time when we questioned? Deputy Mayor Denning: This is an explanation of all the data that we are going to get out of this for our buck. What I just heard and you gave us the number of \$20,000, originally. Let's say it is \$25,000 this year and if we want to keep going with this system we are going to pay \$3,000 next year and then \$15,000 - \$20,000 the following year and then \$3,000. On the average, if we keep going this way we are looking at \$15,000 a year, ballpark. Ms. Bartlett: But what he didn't mention is that we don't have to have an inventory again on the third year. Deputy Mayor Denning: And I get that, but I think we almost need that to double check the information we just got. I guess the answer is we could wait until year four or year five, and I get that, but we are going to be loading data on what we are doing into there so we can keep an eye on what is going on. I think just having that information is well worth what we are talking about. Then, if we don't do the inventory again until year five, we are still going to spend \$3,000 - \$4,000 a year for the maintenance to keep the data updated. Ms. Bartlett: \$1,000 of that is for the license for two people on staff. Deputy Mayor Denning: What I like that I heard was that we can then take that information to a community meeting and actually put it up and show them that information and show them the video. Jay has talked to us about alligating and this and that, but now we will be able to throw up pictures and say this is Beatrice and this is alligating and this is what crack sealing does for us after, whatever. The good part is that we will be able to go out to the public and show them what is wrong and this is what we are going to do to fix it, but this is what it is going to cost everybody to make that happen. I like having that data so we can get our story across and pictures are worth a lot and having all this data is a very good thing. I would like to make the motion that we move forward with this and get this initial data taking done so that we can move forward and have the information.

Ms. Lommatzsch: So are our paving projects going to be on hold? Deputy Mayor Denning: No, it will be data that can be put in there that was done; it is already in the budget. That cost is already in our existing budget, we aren't adding to our budget for this year. Mr. Carpenter: Prior to this we were using the pavement condition rating, PCR. This is just the pavement condition index. I think the other piece that this adds is it gives an overall condition with the city and we can show improvement as far as a starting condition rate index and to go overall versus just doing street by street by street. We don't have a good feel what our overall index is. Mayor Flaute: You made a point at the last meeting Ms. Lommatzsch that it seems like every year we are spending lots of dollars from Choice One and our people doing just this. There will be a savings on that side of it all to have this. Ms. Lommatzsch: We shall see. Ms. Bartlett: What this will do is we will have our inventory done before we do any work this year on the six streets we are proposing to do some work with the \$350,000. After the work is done then the next time we do an inventory that '65' number or sixty-something number, in theory, could go up a little bit. Deputy Mayor Denning: As long as the other streets that you didn't do don't go down. Ms. Bartlett: There is an equation that if you put enough money towards it, you will see that number go up. Mayor Flaute: There has been a motion, is there a second? Mr. Curp: I second. Mayor Flaute: Seconded by Mr. Curp; any further discussion?

Ms. Fry: I have two comments. One is that I would like to try to quantify how much we are saving by pursuing this approach to justify the expense over time. Not justify, and I don't know when the appropriate time to do that cost analysis is; I did ask him and he said we could come up with a number, I just don't know if that is before or after he does the street rating. If we could figure out that number before we proceed that would be good, but if not, then I am o.k. with proceeding. The other comment is that chart with the different funding levels, that is what I have been after so I was really happy to see that and for me

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that is worth it. Deputy Mayor Denning: And that is what I see we can take out to the community and say, if we don't do anything in five years this is where we will be. This is where we are at and this is where we will be. If we add whatever mill then this is where we can be, I think that will be a very positive thing. Mr. Curp: Is it your desire that we hold off on this approval until we get some cost justification from him? We can do that. Ms. Fry: I am throwing it out there for the council to consider. I would think it would be prudent, but I don't know if it is possible. We could at least ask the question. Mr. Curp: Yeah, because if the intent of staff is to go ahead and do this year the streets we have scheduled to do, postponing this approval isn't going to jeopardize anything. We can get the information you are looking for. Deputy Mayor Denning: What exactly are you looking for? Are you comparing what we are spending with him to what we spent with Choice One and having Jay do the same thing? Ms. Fry: I want to boil it down to dollars so this is how much we spend on doing this; we have \$350,000 budgeted, like you said we have Jay's time, Choice One time, all of these expenses are in pursuit of maintaining our roads and that translates into a certain rating. By using this approach we are spending \$25,000 plus the \$3,000. Deputy Mayor Denning: We are spending 25 percent less of Jay's time, 25 percent less of Kathy's time...Ms. Fry: Right, what I would like to see is that we are going to get more than \$25,000 worth of improvement. Deputy Mayor Denning: So I guess the motion would be to move forward after we get that information. Mayor Flaute: So you are withdrawing your motion then? Deputy Mayor Denning: No, well, yeah, I guess. Ms. Lommatzsch: I'm just not sure how we are going to know those numbers that she wants. I am not a number person; I'm not a computer person and I admit that right up front, but all I am saying is all of the time and money we have spent on this project over the last 10 years...I don't know how you are going to come up with a number she wants. Deputy Mayor Denning: I don't want to slow this down too much. Do you think you can get us that information by the next meeting? Ms. Lommatzsch: What is the number that you want? Ms. Bartlett: I can tell you that I can do some math, but like I had 10 percent of the residential streets and two of my guys go out and re-rate them and it took them about three days to do 30 streets. We have over 300 streets, so I can put an hourly wage with benefits and do all of that. Mayor Flaute: Your wages and Choice One was real involved last year, how much money did we spend? We got them all rated, but we seem to be doing it every year. Ms. Lommatzsch: That is my point. Mayor Flaute: So we would be saving that money by doing this and that is the number we want. Mr. Curp: You have to go out and evaluate in the out years because conditions change and that is one of the things James mentioned, in year three he will come back in assuming we go forward with him and a consulting contract, he is going to come back in and do another appraisal to see how much shifting of the numbers has occurred and see whether the paving recommendations for the streets are affected and by how much. Then, the third year out from there, he is saying he will come back in and do it again because of the same situation. Deterioration occurs. Mayor Flaute: Well, it has to happen and we are going to be saving a bunch of money. Deputy Mayor Denning: What I like is that this is the same rating every time. It is not we are sending Jay out this year and he rates it this way and then we are sending out somebody else, two other guys or three other guys another year, which just had a class on how to do it, and they are more conservative so the streets are rated worse. I think having it done the same way, every time there is good data to deal with that is a very positive thing. I am sure that software gets updated all the time. It is still probably less expensive than sending two or three guys out for seven to ten days a year to try and rate our streets. Ms. Fry: And that is my question, what is our Return on Investment? Mr. Curp: Then on the out years, if we decide not to continue with that recommended process, we can stop that recommended process and work off of historical data. Deputy Mayor Denning: Right, but by year three we should have some good information to tell us what is going on. Mayor Flaute: So the motion has been pulled until next meeting where hopefully we will get that information. Deputy Mayor Denning: Then we should be able to move forward with it.

Mr. Carpenter: Chief did stop by Ms. Campbell's home and she is there; she just wasn't feeling well.

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ITEM 7: RECESS: Council recessed at 6:50 pm.

ITEM 8: RECONVENE: The meeting reconvened at 7:00 pm.

ITEM 9: PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE: Mayor Flaute had Chief Frank Robinson lead the Pledge of Allegiance.

ITEM 10: MINUTES: Consider approval of the minutes of the January 10, 2019 special Council meeting and the January 17, 2019 regular Council meeting. Ms. Fry asked for a correction of the January 10 meeting minutes on page 16, third paragraph, the word 'friends' should be 'funds'. Ms. Lommatzsch motioned to approve the minutes as amended. Mr. Curp seconded the motion. All were in favor; none opposed. **Motion carried.**

ITEM 11: LIQUOR LICENSE TRANSFER: China Garden Buffet - Mr. Carpenter stated there were no issues from the police side. A motion was made by Deputy Mayor Denning to approve the liquor license transfer. Mr. Teaford seconded the motion. All were in favor; none were opposed. **Motion carried.**

ITEM 12: ACCEPTANCE OF WRITTEN CITIZEN PETITIONS: Mayor Flaute advised citizens to fill out a form if they wished to speak about agenda or non-agenda items.

ITEM 13: CITY MANAGER'S REPORT: Mr. Carpenter stated the manager's report was in the packet. Mayor Flaute: The only thing I have is in the Economic Development it says 'Contacted United Capital regarding the former K-Mart property', can you say what that is about? Mr. Carpenter: We have reached out to the people who own the parcel and just to see if there is activity and interest. Mayor Flaute: I was told today they didn't put heat in the building and all the pipes have busted so there is more damage now to that building than we had before. Mr. Carpenter: I will notify them; I'm not sure if they are aware. Deputy Mayor Denning: They probably live in Florida and don't realize the cold.

A) Monthly Update Finance Department – Mr. Tom Garrett: The January finance reports are posted. The U.S. Army has accepted our claim on the Harshman Road wall. (inaudible) We did get paid for the Harshman wall. The Economic Development department will be assuming several real property tax exemptions. We did get back about 16 of those. (inaudible)

**Microphones where the Finance Director and Assistant City Manager sat were not working. Tape recorder was on as was the main audio/video system, but I could not clearly pick up what Mr. Garrett was saying.*

B) Monthly Update Administration Department – Mr. Chris Lohr: Good evening...Ms. Lommatzsch: Could you get a little closer to the mic because folks out there aren't hearing. Ms. Lewallen: They aren't on mute. Mr. Carpenter: It looks like it is at that desk, these are working up here. Mr. Lohr: That mic was working during the presentation? We are still working on Facebook Live and MVECA, our new IT contractor, has a \$200 piece of equipment that may be able to convert the data to streaming video. (Emergency alert on cell phones went off). They are trying, it is a complicated piece of equipment, so far they haven't been able to get it to work, but next Tuesday they are coming in and meeting with the engineer who put this piece of equipment together and I think we will have all the right minds in the same room so that if it is possible they will get it to work. If that is not the case then we would need to get a streaming video card and so in that case we are looking at \$1,500 - \$2,000 for the card and then another \$1,000 for time to reprogram the system to accommodate that. We would be looking at \$3,000 if the more affordable solution does not work. I should know for sure by Tuesday when they come in and get together and try to make that work again. Mr. Curp: Are there also labor charges involved

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with this first attempt? Mr. Lohr: Yes. Mr. Curp: So it isn't just the \$200. Mr. Lohr: No, there will be man hours on top of that. MVECA has been in a number of times trying to work on it and trying to get that piece of equipment to integrate with our system so we have already expended some funds on that. With that being said I do think it is worthwhile if we can get it up and running and do it fairly affordably. MVECA has completed our PC inventory so I think I mentioned previously we know all the computers we have, but we have not gone and touched each PC and looked at what software is on there. They went through and went to each individual computer and identified what operating system they are on, what version of Microsoft Office they have and a list of programs on each computer. Now we have a complete list and that is important for a number of reasons: most of our machines are on Windows 7, which will no longer be supported next year so we have somewhere between 30 - 40 machines, I can't remember the exact number, that will need to be converted to Windows 10; and then we want to identify the best PCs to replace when we spend the \$5,000 that was appropriated for new PCs this year. It is similar to what we are trying to do with the roads in the city so we can make good decisions on where to spend our funds. To wrap up IT stuff, by the end of the month we will have new internet service, a new network set up, and a new phone system for the city as a whole. Chief Stitzel has been instrumental in that; he and I both have put in a lot of hours, but we have basically redone the IT system for the city. I think that has been well worth the money; we are so much more secure and efficient and we will be when we finish that up than we were this time last year.

Mr. Lohr: On the HR side of things, we are in different stages of the hiring process for the victim's advocate. We had a candidate that we really liked, started a background check and unfortunately she withdrew from the process so we started with the second candidate. With that said, there were three very qualified candidates that we liked so we have moved on to the second one and hoping to bring her into the organization within the near future. We are accepting applications for full-time firefighters and in discussions with the police department about starting up the process of hiring police officers. We have some possible retirements or officers going to other organizations within the rest of the year so we want to be prepared for that and have a list that we can fill when those openings become available.

Mr. Lohr: We are kicking off a health and wellness program for city employees tomorrow. We have an introductory meeting. The state BWC has put out a program for employers with less than 150 employees; they will help run the health and wellness program for you. We have had health and wellness opportunities in the past, but they would be something like you could log in and do a health assessment and they will tell you how you can be healthier that's great, but that it is difficult to get employees to participate. With this program, they will come in and do a health assessment with each employee that participates. They will do a biometric assessment so they will probably be looking at BMI and that sort of thing and then if you complete that process, the employee gets \$75 on a gift card. That is a monetary incentive to get people in here to do that. The result of that if they say you are overweight or you smoke or something like that they will actually offer you an additional incentive to go through whatever they recommend to reduce your weight or stop smoking. So, if you are lucky enough to be overweight or a smoker you are eligible for an additional monetary incentive. We've had these passively for employees before, but once you add just a little bit of incentive there, which workers' compensation has been nice enough to do; it doesn't cost us anything, then all of a sudden it is not such a big deal to come and get a health assessment because I get a \$75 gift card, right? It is something extra to encourage employees to do that. We are shooting for 50 percent participation with our full-time employees. I think that is doable. Ms. Lommatzsch: Can I ask a question? Is that going to be on company time? Mr. Lohr: Yes. Ms. Lommatzsch: The assessment process will be on company time? Mr. Lohr: I had planned for it to be that way; I think that is pretty standard practice.

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Mr. Lohr: We have drug-free work place training coming up at the end of the month. I haven't announced it to everybody so I'm sure the department heads are thrilled about that. It will be at the end of February. We did it last year; we are starting to do it annually. In addition to that training, I have been working with Ms. Myers, Elayna, she and I are working to put together a basic training for employees for orientation. Elayna and I, today, were going through the ethics training that the state provides just to try that out and make sure it is appropriate for all of our employees. We've talked about sexual harassment and diversity training, but the idea would be every new employee goes through this set of four trainings; cyber-security is the other one. That hasn't been finalized, but I think it is a great addition to our orientation process that will be good for the organization.

Mr. Lohr: We had a concern about the walkway lighting out here in front of Wright Point that hasn't been repaired yet. There are three bollards out here that are not functional. I walked around the whole building to see the condition of the other bollards on the other building and they are in poor shape, too. I've worked with WestCo which is an electrical supply company and looked at some new bollards and I've worked with Bonham Electric to see what it would take to repair these. It looks like they cannot be repaired because they are rusted through on the base. So I need to know what it takes to replace these and if we can afford to replace them at both buildings because right now we have three different bollard types, different looks, and it is just not attractive to bring tenants into the facility. As soon as I get a good quote to replace the lighting out front, we will get that taken care of. Deputy Mayor Denning: Will that be LED lighting? Mr. Lohr: I believe that is what it is, LED lighting. Deputy Mayor Denning: If we don't then we aren't staying up-to-date. Mr. Lohr: Yes, the bollards they showed me did have LED lighting.

Mr. Lohr: One last thing, I continue meeting with parks and rec and they want to move forward with a 'Wings Festival', and I hope that is something council can support. We have talked extensively the need to create that's the whole committee, because it is not something where I have done the park events in previous years that is not something I am able to do by myself and it is not something that we have enough people on parks and recreation to be able to do. So, if anyone has any ideas on how to get such a committee up and running, I think the Parks & Recreation commission would be very appreciative of any ideas of help anyone could offer. We are planning on doing a small 'dip your toes in the water' sort of thing this year because we realize it is February and we are looking at August to do it the same weekend as when they have the radio controlled air craft festival over here. It just makes perfect sense. I think it is August 30 is when we want to do the wings festival. Deputy Mayor Denning: It is usually Labor Day Weekend, they like having a long weekend. Mr. Lohr: We are trying to do it that Saturday of the weekend; it's what parks and rec would like to do. I just wanted to keep you up to date on that and put a bug in your ear about what we think it might take in terms of volunteers to get that going and a festival committee.

Ms. Fry: I'm sorry I don't jump in when you are on your topic so I have to double back. The victims advocate you said hopefully in the near future, what time line is that? Mr. Lohr: It is contingent on the background check at this point. Chief Robinson: She was here this week so there are a lot of questions that have been answered; we are really close on making the offer. The detective went over the background packet we gave her, it is pretty extensive with all the information she will be privy to then. We are making sure we do all the due diligence, if you will. Everything seems to be going very well with her and I think we will make an offer at the beginning of next week maybe. Mr. Lohr: I would think so, and most likely she will want to do a two weeks' notice. Ms. Fry: You shared a lot of the work MVECA is doing. Have we looked at our budget, are we running ahead of budget or under budget? Mr. Lohr: I've not gotten the first invoice for January, but I expect to get that very soon. Now, with that being said, we spent some additional funds on Tech Advisors that we were not planning on spending so we have spent more than I expected at this point in the year, but we will have to see how the costs play out the rest of the year to see if we are where we need to be. I think we had \$40,000 budgeted. Now, in talking with

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MVECA, their take on this would be a lot of upfront costs for us because they are going to have to get into and learn our system and then we would not need as much support towards the end of the year. I am hopeful it will even out towards the end of the year, but we will just have to wait and see. Ms. Fry: I share Mr. Curp's concern that we are spending dollars on this Facebook Live, which we really didn't have a budgeted amount for and the other work MVECA does for us is of utmost importance. So, I would suggest that perhaps we postpone the Facebook Live work until we know we are good with our MVECA budget. Mayor Flaute: See if we can get it for the \$200 plus what we have spent. There is more than just council meetings involved. For example, when we had the levy meeting here, we could have done that Facebook Live and we would have attracted more people. I think we need to go forward with at least the \$200 and then talk about it. Ms. Fry: Right, but we are spending more than \$200. Mayor Flaute: Well, there is labor cost, too, but I still think, it is up to council, but there is more than just televising council meetings. Ms. Fry: Do we know how much we have spent on labor? Mr. Lohr: I don't, I could get an estimate; they have been here multiple times trying to work on it. I would say at this point since we have already committed ourselves to pay for those hours, I have them set to come in on Tuesday and meet with the engineer who did this. I don't think they are going to need to spend much time to figure out if it is possible or not. I would say let's do that and then if that is not possible after Tuesday, we reconsider as to whether we want to spend any more money on it. Ms. Fry: I'm not suggesting that we don't proceed at all; I am just suggesting that we consider the timing against our budget.

Ms. Fry: Suggestion for your wings festival, invite each of the civic organizations in the city to send someone from their organization to sit on your festival committee that way you have reach back into each of those organizations. Mr. Lohr: That is a great idea.

Deputy Mayor Denning: Have you looked into the cost of upgrading to Windows 10? Mr. Lohr: Yes, a little bit, I got a quote of about \$150 for each computer. Deputy Mayor Denning: So 30+ computers. Mr. Lohr: I'm sorry I can't remember the exact number; it is somewhere between \$4,500 and \$6,000. It is not hateful. Deputy Mayor Denning: It is not hateful, but it is not trivial either. Mr. Lohr: Honestly, I have not purchased a new operating system for a machine before so I didn't know what to expect and I was expecting like really big bucks. Deputy Mayor Denning: You need to check in with Microsoft there are programs where governments can get better prices than businesses can. I know working at the Base, if I needed to do it, I can purchase through a special window at a lot cheaper. The school system has the same situation so there may be a consortium of government entities you can get a special deal on. Mr. Lohr: Right that was one of the things I talked to MVECA about towards the end of last year. They work with school districts and they are a regional council of governments as well, they get very good prices and purchase licenses in bulk. I've priced out some things like Microsoft Project at different places and they generally get very good prices on those products.

C) Monthly Update Economic Development – Mr. Mark Carpenter: At 4751 Airway, the medical marijuana dispensary construction is continuing, it is just temporarily halted due to the weather and the adjacent property also had some water line breaks that were weather related. There were some issues there that slowed down the progress. Mayor Flaute: How much longer do you think? Mr. Carpenter: I don't have a date when it will be completed, but it is moving forward. I think when they were in here talking to us they wanted to get it up in running by January. New business of Five Star Detail is going to be located at the building there in front of the Midas Muffler. I don't recall what it was prior to on Airway. Deputy Mayor Denning: It was Grease Monkey or an oil change shop. Mr. Carpenter: As I understand the gentleman running the business works at the Base and he's really into the detailing and car washing and starting up a new business there. At the K-Mart property there was a rumor that was circulated about Rural King wanting to go there and the city wouldn't let them because of live animals. I did a little research and no one on staff has heard that rumor. I reached out to Rural King and exchanged an email with their commercial property person and he is not aware of anything of that nature either. It is just a

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rumor. Deputy Mayor Denning: I know it was a rumor initially when K-Mart first went out. Mayor Flaute: They have bought a few K-Marts in the past that is why folks are thinking they would be interested in this one, but evidently they are not? Mr. Carpenter: No, they have a location in Huber and Xenia and they said this does not really fit into their plans.

Mr. Carpenter: With the assistance of our code enforcement officer Mr. Gibbs, he has helped us during the winter to go update our business list. We went and updated the current vacant commercial properties and ones that maybe weren't on the list that we are adding. We are updating to make it as accurate as possible. Also, staff is continuing to work on the Eintracht sewer project. We are currently filling out a grant application with a source water protection area so we can help fund the sewer line since it is an infrastructure project Ms. Bartlett is helping tremendously moving us forward.

Mr. Carpenter: At the next meeting we should be bringing a new lease agreement to council with LDSS so we do have a tentative agreement to bring forward at the next meeting. We are going to begin work on the fifth floor space at the 5100 building and this is in preparation of SPGlobal's move and expansion; we are looking by the end of March to have that work done over there. While they move, CDO is looking to move some of their offices into the SPGlobal current space. Once it is vacated they will be moving over; however, they are using some of the space in the SPGlobal because they just recently purchased a SCIF and they were able to get it upstairs and installed so CDO has added that to their operation as they continue to grow. Deputy Mayor Denning: So the SCIF was kind of a kit vault type thing? Mr. Carpenter: They brought a lift through the front door as we put down some plywood to protect the floor and they were able to move the parts and pieces up through the lobby. One proposal was removing windows and that certainly didn't seem appealing to anybody, but talked to the workers and then they said they were surprised how well it worked. Deputy Mayor Denning: As long as they can get it certified.

Mr. Curp: Over on Pentagon Boulevard, New Germany-Trebein, whatever, next to the Clark State facility there is another new office building going up, which is going to be in competition with us. My question is, now that we have an improved inventory of our vacant properties, what are we doing to market our vacant properties, even though they are owned by somebody else, what are we doing to stay ahead of what is going on around us? Mr. Carpenter: The idea is for the vacant properties we have on hand that we have the inventory, we have the dimensions and that we can advertise that in some form. Ideally, we get a link on our website to all of our properties, but also we are going to reach out to the Montgomery County Economic Development, the DDC, and other agencies that participate in economic development. One other item along those lines, these buildings, Wright Point, is that we are getting them on the government website that the employers and companies at Wright-Patt that they seek out when they are looking for space. That is something we didn't have in place before but now we are making that happen. Mr. Curp: When will we see our outreach plan? Mr. Carpenter: I don't have a timeline today, but I can provide you one. Mayor Flaute: What was the question? Mr. Curp: Outreach plan. Ms. Fry: To piggy-back on that, we are in February now, you had said that you had wanted to address Wright Point Properties early in the year so where are we at on that? Mr. Carpenter: One thing we have done is we've added Mr. Steve Woodall; he has experience with office buildings and with military buildings. He worked prior over in a building in Beavercreek so we added him to our team and he is reaching out to different military based businesses to try and recruit them to Wright Point. I'd like to give that a little bit of time. We have him until April that is the agreement with him, it isn't signed, but he has started working for us and will have that completed in April that phase of it. I think we can better gauge what we need to do going forward. Ms. Fry: So we will reassess in April? Mr. Carpenter: Yeah. Mr. Curp: So when you say added to our team, what does that mean? Mr. Carpenter: That means we have added him to our team. I guess our current team is our in-house staff and then we had Oberer realtor on and we have added Mr. Woodall. Mayor Flaute: So we have replaced Oberer, we don't have Oberer? Mr. Carpenter: We still have

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Oberer, but we haven't had a good response from them lately so we are going to evaluate. Mayor Flaute? So we haven't cut ties with them yet? Mr. Carpenter: No we have not. Mr. Curp: You can't define the term by using the term as the definition. What have we done to add this person, is he a contract person? Mr. Carpenter: Yes. Mr. Curp: Is he a temporary employee? What is added to our team mean, I don't know? Mr. Carpenter: We have a established a contract for him to work with us through April.

ITEM 14: PUBLIC COMMENT ON AGENDA ITEMS: One person wished to speak before council on agenda items.

Mayor Flaute invited Ms. Jan Pitzer to come forward and keep comments to three minutes.

Ms. Pitzer: This is in regards to Ordinance No. 19-O-688 amending the personnel policies manual. I looked through the packet and it is something about credit cards and declaring this an emergency. Can you tell me what it was before and what it is going to? Mr. Carpenter: Tom, if I leave something out please add. So the state came out with new mandates on credit card policy. We had one in place; this is just to update our policy to meet the new state standards. There are some subtle changes; I believe one would be to establish a compliance officer. There would be a limit on the number of cards per department. I think that is the primary changes? Mr. Garrett: The new requirements specify the credit limit authorized for the card, who can use it, what kinds of things you can buy and things you can't buy, and a compliance officer for records keeping. Ms. Pitzer: And council is all aware of this, the changes? Mayor Flaute: Yes. Mr. Garrett: Like he said, we had an existing credit card policy with this standard, hopefully to address all the requirements of the state.

ITEM 15: OLD BUSINESS

A. ORDINANCES

- I) Ordinance No. 19-O-686 renaming and repurposing City Fund 213, commonly known as the OPWC Issue II Spaulding Road Fund. (2nd reading, public hearing, adoption)**

Mr. Carpenter: This ordinance is about changing the name of Fund 213 to that of Airway West.

Deputy Mayor Denning motioned to read Ordinance No. 19-O-686 for the second time by title only. Ms. Lommatzsch seconded the motion. All were in favor; none opposed. **Motion carried.**

The Clerk read Ordinance No. 19-O-686 for the second time by title only.

Mayor Flaute opened the public hearing for Ordinance No. 19-O-686. Seeing no one, Mayor Flaute closed the public hearing.

Mayor Flaute asked if there were any comments of council. All were in favor; none opposed. **Motion carried.**

ITEM 16: NEW BUSINESS

A. ORDINANCES

- I) Ordinance No. 19-O-687 authorizing an amendment to the master lease-purchase and sublease-purchase agreement by and among Fifth Third Bank (as lessor), the City of Riverside, Ohio (as lessee), and Widows Home**

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of Dayton, Ohio (as sublessee), under which proceeds in the original principal amount of \$3,900,000 were used to currently refund certain obligations of the sublessee previously incurred for the purpose of acquiring, constructing, equipping, installing and renovating hospital facilities. (1st reading)

Mr. Carpenter: This ordinance is to amend the current agreement between Fifth-Third Bank and the Widows Home of Dayton. Riverside has acted as a conduit for this agreement in the past and they are just updating some language in the agreement.

Ms. Lommatzsch motioned to read Ordinance No. 19-O-687 for the first time in its entirety. Deputy Mayor Denning seconded the motion. All were in favor; none opposed. **Motion carried.**

The Clerk read Ordinance No. 19-O-687 for the first time in its entirety. Mayor Flaute asked if there were any questions or comments from members of council.

Mayor Flaute: I did talk to the lawyer for Widows Home and any money, or any time we spend on this, we can bill the Widows Home for. So, make sure, Madam Clerk, you tell Dalma any amount of time she spent on this, any amount of time you spent on this, that can be billed to the Widows Home. Deputy Mayor Denning: The 20 minutes it took us to listen to all that and all the staff time. I understand why we do it; I think the audience might want an explanation of exactly what we are doing here. Mr. Teaford: I'm the new guy on the block and I've read through this, what is this agreement? What are we doing with the Widows Home? Ms. Lommatzsch: They need financing, and they needed a government agency to back them. Mr. Teaford: Riverside backed them for \$3.9 million. Ms. Lommatzsch: And it costs us nothing, and no liability. Mayor Flaute: Plus we get to charge for time spent. Deputy Mayor Denning: Plus we get lots of pats on the back, attaboys. Mr. Carpenter: We do have a representative that can come speak to this. Mayor Flaute: Sir, would you come forward and answer that question?

Mr. Brad Ruwe: Good evening council, my name is Brad Ruwe and I'm with Dinsmore & Shohl in Cincinnati. I'm representing Fifth-Third in this transaction, and I was involved with the 2013 transaction and prior to that the city has had a history in supporting Widows Home as stated in the Ordinance in 2000 and 2006 the city acted as conduit. We say 'backing' Widows home, it's not exactly what the city is doing. The federal government is basically saying you can issue tax exempt obligations if you are a governmental entity so the City of Riverside when you issue tax exempt obligations for public infrastructure projects like roads, water, sewer; they are tax exempt. The federal government has created a few other carve outs so, for example, 501(c)3 organizations like Widows Home gets the benefit of issuing tax exempt obligations meaning that they are issued for a lower rate of interest. It saves them an interest cost, but the catch is that you have to have a governmental entity, a political sub-division actually issue those obligations that is exactly what the city did in 2000, 2006, and in 2013. The amendments that are before you represented in this ordinance are very simple, they are actually financial covenants between Widows Home and Fifth-Third Bank, but because that 2013 obligation was in the form of a lease purchase agreement; it is a tri-party agreement of the city, Widows Home, and Fifth-Third. Any changes to the financial covenants necessitate an amendment to the document so it's a first amendment and the Widows Home had a difficult time meeting those financial covenants so Fifth-Third and Widows Home kind of worked out covenants that will work going into the future and it doesn't affect the city's debt limitation in any way. Municipalities in Ohio have the direct debt limitation and an indirect debt limitation. It does not affect that in any way; this is just a simple amendment to an agreement between a borrower and a lender. The city's involvement is in the middle because you helped them issue a very benevolent action, a tax exempt obligation in 2013. It is a simple amendment contained in this ordinance.

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Ms. Fry: What is the term of the agreement? Mr. Ruwe: The original principal amount was \$3.9 million; Widows Home has actually paid down over a million dollars just in the last five years. The current principal amount is about \$2.7 million. The maturity date is June 2028. In 2013, they were originally a 15 year obligations, now there is nine years left for the repayment. Mayor Flaute: Will we see this again? Mr. Ruwe: Another amendment perhaps some time in the future. Mayor Flaute: Only an amendment, we won't see a new refinance agreement? Mr. Ruwe: That is not intended; it is certainly possibly that if the interest rate environment somehow changes and there are opportunities to save in interest costs it is always possible, but that is not on the table. I don't have a crystal ball, but that is not in the cards.

The ordinance is scheduled for its second reading and public hearing at the February 21, 2019 council meeting.

II) Ordinance No. 19-O-688 amending the Personnel Policies Manual of the City of Riverside, Ohio and declaring an emergency.

Mr. Carpenter: This amendment is updating the personnel policies manual with their updated credit card policy so we are compliant with the state of Ohio.

Deputy Mayor Denning motioned to read Ordinance No. 19-O-688 for the first time in its entirety. Mr. Teaford seconded the motion.

The Clerk read Ordinance No. 19-O-688 for the first time in its entirety. Mayor Flaute asked if there were any questions or comments from council. Being none, all were in favor; none opposed. **Motion carried.**

Deputy Mayor Denning motioned to suspend the rules on Ordinance No. 19-O-688. Mr. Teaford seconded the motion. All were in favor; none opposed. **Motion carried.**

Deputy Mayor Denning motioned to read Ordinance No. 19-O-688 for the second time by title only. Mr. Teaford seconded the motion. All were in favor; none opposed. **Motion carried.**

Deputy Mayor Denning: Don't we have to have a hearing? Mayor Flaute: Not on emergencies. Deputy Mayor Denning: I thought the ruling we had last time was that no matter what we had to have the hearing. Mayor Flaute: Madam Clerk could you address that? Ms. Lewallen: I could just read to you what it says under emergency ordinances: Council may, with an affirmative vote of not less than five (5) members, pass emergency ordinances to take effect immediately upon their passage, or at the time indicated therein in order to preserve the public health, safety, moral, welfare or the public interest or to provide for special emergencies in the operation of the usual municipal services. Each emergency ordinance shall set forth the specific facts necessitating the emergency legislation. No legislation involving the levy of taxes, except when incidental to incurring debt; the granting, renewal or extension of a franchise, except one affecting health; the regulation of rates charged by any public utility. Under the emergency it does not indicate that we have to have it. Deputy Mayor Denning: I understand that, but my understanding is in our charter it says we must have a hearing. Ms. Lewallen: That is under Emergency Ordinance in our charter that is everything it includes about the sub-topic of emergency ordinances. I understand where you were coming from and we looked at this again. Mayor Flaute: We want to make sure we do it right.

B. RESOLUTIONS

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I) Resolution No. 18-R-2435 appointing the members to the 2019 Charter Review Commission of the City of Riverside, Ohio.

Mr. Carpenter: This resolution is appointing members to the 2019 Charter Review Commission.

Ms. Lommatzsch motioned to approve Resolution No. 18-R-2435. Deputy Mayor Denning seconded the motion. Mayor Flaute asked if there were any questions or comments by members of Council.

Mr. Curp: We have Mr. Maxfield listed on here as number seven, if he has declined. Ms. Lewallen: Yes, I did update the actual one that will be signed so Margaret Sanderson is going to be the ninth member. Mayor Flaute: I was impressed with each and every one of you at the last meeting; thank you so much for doing this, I really think we have a great review commission. Deputy Mayor Denning: One of the things is you can review is the fact that very long ordinances might be voted on by the council to just read by title so that we don't have to have the clerk lose her voice. Ms. Lommatzsch: We had that on the ballot last time. It was voted down on the ballot. Deputy Mayor Denning: Yeah, I know, we can put it out there again. Mayor Flaute: I think if people would come to the meetings more or see it on Facebook Live they would understand. Mr. Teaford: Who was it that dropped off? Ms. Lewallen: Jesse Maxfield, I just got that word yesterday.

Being no other discussion, all were in favor; none opposed. **Motion carried.**

II) Resolution No. 19-R-2443 authorizing the public service director to post a load limit for the Renfield bridge, MOT-M1643-0020, over streams, SFN 5770785, City of Riverside.

Mr. Carpenter: This resolution authorizes the posting of a load limit for the Renfield bridge.

Deputy Mayor Denning motioned to approve Resolution No. 19-R-2443 with the named representatives. Ms. Lommatzsch seconded. All were in favor; none opposed. **Motion carried.**

III) Resolution No. 19-R-2444 authorizing the public service director to post a load limit for the Richland bridge, MOT-M1568-0048, over streams, SFN 5770734, City of Riverside.

Mr. Carpenter: This resolution is to authorize the posting of a load limit for the Richland bridge.

Deputy Mayor Denning motioned to approve Resolution No. 19-R-2444. Mr. Teaford seconded. All were in favor; none opposed. **Motion carried.**

IV) Resolution No. 19-R-2445 authorizing ODOT to perform structural steel repairs on various bridges throughout the district to include MOT-SR-4-21.270 SFT 5700906, in the city limits of the City of Riverside.

Mr. Carpenter: This resolution is to authorize ODOT to perform structural steel repairs on various bridges throughout the district.

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Ms. Lommatzsch motioned to approve Resolution No. 19-R-2445. Deputy Mayor Denning seconded. All were in favor; none opposed. **Motion carried.**

V) Resolution No. 19-R-2446 authorizing ODOT to replace deficient guide signs at various city locations.

Mr. Carpenter: This resolution is authorizing ODOT to replace deficient guide signs at various city locations.

Deputy Mayor Denning motioned to approve Resolution No. 19-R-2446. Mr. Teaford seconded. All were in favor; none opposed. **Motion carried.**

ITEM 17: PUBLIC COMMENT ON NON-AGENDA ITEMS: One person had requested to speak. Mayor Flaute invited Ms. April Franklin to come forward and talk about her issue and limit her comments to three minutes.

Ms. Franklin: I don't know if it is an issue, but I hear constantly about this Facebook Live. I don't know if any of you have ever used it. I open my phone and I go to Facebook Live and it starts videotaping everything I am doing. I don't understand why this becoming something way complicated and all these costs are being added to it. The truth is, if those TVs are Bluetooth, I can take my phone, hook it to that TV and you can see Facebook Live streaming and everyone whatever my phone is pointing at can see on your Facebook feed. I am confused. Deputy Mayor Denning: Here is the issue; your phone is not the same format as that video camera. That video camera puts out a completely different format and that comes down to this computer down here that needs to put it out into a format that will allow it to be streamed live. That is the card we are supposed to be trying to get and it has to do with this is direct video, which is completely different than what your camera does on your phone. Mayor Flaute: When I originally brought it up, I said all we need to do is put a tripod and a phone there. The audio was very poor and there was some very favorable comment, but almost every comment said they can't hear it. That is why we want to go through the system here. Originally, it was it intended to buy a \$30 iPod and go with it because that is what I was told it would take. Deputy Mayor Denning: Unfortunately, we don't have an IT person on city staff, although Mr. Lohr has done his darndest to make it happen, he didn't go to school for that so he is learning as he goes and sometimes gets dragged down a path because the techy people are dragging him down a path. Ms. Franklin: I don't know who you work with for IT, but I will give you a personal example, I can call Spectrum and say my Internet is off; you need to come over and fix it. They will say there is nothing wrong with your internet it works just fine. I just had my son here for Christmas and he said mom what is up with your Wi-Fi, it is horrible. I said if you can fix it. He went downstairs in 15 minutes it worked. I just hate to see you get down this and thousands and thousands of dollars when maybe we bring a kid over from the school. Deputy Mayor Denning: The truth is, our first estimate was going to cost us \$2,000 - \$3,000; it has a lot to do with the equipment that we have that is more than we needed, but it is what we got, and the fact that we have real direct video coming out of our camera. We could get an internet camera and stick it on, but then this audio is not necessarily going to feed into that. It is a compatibility issue. Ms. Franklin: This right now, you have a camera up here, is it connected to the internet? Mayor Flaute: No. Deputy Mayor Denning: No, it is connected to our equipment. Mr. Carpenter: We are not currently connected to the internet. Ms. Lommatzsch: Chief Stitzel, I believe wants to make a comment. Chief Stitzel: As far as the phone, it is a quality issue like the Mayor was saying. A little camera, very small megapixels as far as what we are trying to do. These cameras are not set up as web cameras, they are regular video cameras. It saves a file in mpeg format. To stream it live over the internet it has to be made in a streaming format so we are getting a streaming card to convert that file into the streaming format so it can be on the internet. The internet is plugged into the machine back there, but right now we are not broadcasting over the internet at all. Once we get the streaming card and are able to format that then we can take our live footage that we are recording and we can put that on the internet and stream it out.

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You get a much better quality, a much better sound because we are all around microphones. We can possibly even expand it to a multiple cameras type thing. It is going to give us a much better quality of Facebook streaming if we go down that path we are trying to do. Right now it is just having that company figure out with the equipment we have right now what specifically do we need hardware-wise to make that happen. Ms. Franklin: So have we asked what is another way of doing it without using all of this? Like the IT person, instead of paying \$2,000 - \$3,000; what you are saying is we need to convert this to a stream through the internet. There has to be cameras that you don't need to do all of this. Mr. Lohr: Do you want to have the conversation after the meeting? Ms. Franklin: Oh, sure. Deputy Mayor Denning: It is a quality thing, too. Most of your web cameras are low quality, low number of pixels versus what. Chief Stitzel: A lot of those are designed to be right in front of you and we want a bigger pan. To use that one we can zoom in and out and pan around and it will give much better video quality plus the audio system and it all hooks in. You are taking these two different file formats of video and audio trying to merge them together and stream it out to the internet and that is what our equipment is just not designed to do. We are trying to take what we have instead of buying a new system to make that work on what we need it to do. Mayor Flaute: The assistance city manager and chief can meet with you at the end of the meeting.

ITEM 18: COUNCILMEMBER COMMENTS:

Mr. Curp: Ms. Franklin the reason you heard discussion about the cost is because the city is operating in the red and that is why we bring up this issue. What we see throughout the year and what we saw throughout the year last year is that the council gets nicked and dimed by the staff throughout the year. It's only a small amount of money, this one is only a small amount of money next month; there is another item only a small amount of money, but by the end of the year all those small amounts of money have added up to a little bit bigger chunk than that and runs down our reserves. The question becomes for some of us, is this really worth the cost? If you only have half a dozen people in the community out of 25,000 who go out and look at it, have we really accomplished what we set out to do?

Mayor Flaute: The only thing is last time we did it we had 395 people or something and we didn't even advertise we were doing it. The audience could be a lot of greater than what we think, Ms. Franklin: I will say that one of the things with social media we have to remember sometimes people want this instant gratification, but a lot of times even if it is 10 people, if I am watching the meeting and I see the agenda right before and I share it with Suzy because hey this might be something she wants to listen to and she shares it and it feeds into the community. It is something, too, that has to take time and what happens each time you put it out there and it fails then the community gets frustrated and then they are like, "I'm not even going there." If we are going to do it, even if it is trial runs, and it is only you guys watching it, that it does work prior to even putting it out every time we go out there and fail it is like o.k. what happened? Deputy Mayor Denning: And that is my suggestion that we don't put anything out until we know it has worked at least three times, a minimum, in a row. Mayor Flaute: As long as everyone realizes we will get a bigger audience. Mr. Curp: But you won't know until you put it out there whether it worked or not.

Ms. Lommatzsch: I have to say that the Chamber dinner at the Hope Hotel was a giant success and the next one will be at Cedarland later in the month. We would like to see your there and if you would like to come, please get a hold of the Chamber office and make a reservation. It is a very affordable dinner. I did go to the MVRPC board meeting and general meeting this morning and the affordable housing meeting at the county meeting this morning and I learn so much when I go there. It is a room full of 25 or so people who are very well connected in the affordable housing market. So, at the end of the meeting when we have a chance to make comments, we talked about there are some new affordable units going to be built in Dayton and I told them then, you know all of you people in this room are very well connected and far better connected than I am and we have a real need

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in Riverside not for affordable housing but for some senior housing, townhouses, plats or something and we have property and I would like any of you who can tweak anybody's ears to please get in touch with the city. The meeting was over and wouldn't you know I have a contact so I am going to share this with the city manager. I really do think we are just missing the boat. I mentioned Smiley's Golf Course and, of course, our Center of Flight. Hopefully, we can find somebody out there who really wants to take an interest in what we have to offer here other than affordable housing. MVRPC was pretty rudimentary stuff from the technical committee. I am hoping Brenda will be able to go with me next month and I won't have to rush out of that meeting to go to the county building. I was hostess out at the USO. We got some nice recognition for the city, chamber and for the Dairy Queen for the parties we host out there for the airmen and their families. It is getting bigger and better every time and I would like for it to be reflected in the minutes that the Chamber and Dairy Queen, it's in their budget, provides ice cream sundaes, 150 of them. Drew takes a cooler out and the ice cream is just really a big hit and we got some nice Facebook and internet coverage on that. It is fun to go out and be with the young people and pretend I'm young again.

Deputy Mayor Denning: I forgot you sent us an email about the sidewalk on Valley Street; did you get the information on what our cost is going to be? Mr. Carpenter: No, we don't have the breakdown at this time. On that particular project we have federal funding and also we were granted a CDBG fund for that project. We don't know the total breakdown yet. That information came from Choice One and so I haven't had that conversation with them. Deputy Mayor Denning: What I saw was that it was going to be \$200,000 less expensive than what they originally thought. I know if my memory was correct, MVRPC was guaranteeing us a minimum of \$350,000. Is that an 80/20 split? Ms. Lommatzsch: That is against the initial amount so if the contract comes back less then they will diminish their contribution. Mr. Curp: That is the question, we don't know that. Deputy Mayor Denning: Yeah, but we were getting CDBG money to help pay for part of ours. Even if it went down \$200,000 our portion would go down, I am guessing \$40,000 at 20 percent so we would be in the \$50,000 range instead of the \$90,000. That would be my guess. Mr. Carpenter: As soon as I find that out I will pass it along. Mr. Garrett: It is still just an estimate until somebody bids and contracts. Deputy Mayor Denning: That was bid. That was the winning bid; it was \$200,000 less than our estimate bid was which \$500,000. I was very happy to see that. I hope our street estimates come in like that.

Mayor Flaute: I've asked the law director and ask that Mr. Green come to the next meeting because I would like to bring back the Live/Work ordinance and talk about that again and get all the specifics so we know what we are voting on and we will be having that at the next meeting. Mr. Curp: It would be good to have the handout that you provided us from the other cities; I think specifically from the city of Xenia. Have that put in our packets because when you read that it is not quite what it would seem it is. They have some extreme limits on where they allow it to happen. It is not a big, wide-open everybody can join in situation. Mayor Flaute: I did three weddings.

ITEM 19: ADJOURNMENT

Ms. Lommatzsch motioned to adjourn. Mr. Teaford seconded the motion. All were in favor; none were opposed. The meeting adjourned at 8:18 pm.

William R. Flaute, Mayor

Clerk of Council