

Thursday, December 7, 2017

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: Deputy Mayor Curp, present; Mr. Denning, present; Mr. Fullenkamp, present; Mrs. Lommatzsch, present; Mrs. Reynolds, present; Mr. Smith, absent; and Mayor Flaute, present.

Staff present was as follows: Mark Carpenter, City Manager, Chris Lohr, Assistant City Manager; Tom Garrett, Finance Director; Bob Murray, Economic Development Director; Brock Taylor, Planning and Program Management Director; Jay Keaton, Acting Public Service Manager; Daniel Stitzel, Fire Chief; Frank Robinson, Chief of Police; and Brenna Arnold, Clerk of Council.

ITEM 3: EXCUSE ABSENT MEMBERS:

A motion was made by Mr. Denning to excuse Mr. Smith. Mrs. Reynolds seconded the motion.

Mr. Denning: He said he is on his way.

There was no discussion on the motion.

All were in favor; none opposed. **Motion carried.**

Mr. Smith arrived at 6:12 p.m.

ITEM 4: ADDITIONS OR CORRECTIONS TO AGENDA:

The agenda was revised prior to the start of the meeting.

ITEM 5: APPROVAL OF AGENDA:

A motion was made by Mr. Denning to approve the agenda as revised. Mrs. Lommatzsch seconded the motion.

There was no discussion on the motion.

All were in favor; none were opposed. **Motion carried.**

ITEM 6: WORK SESSION ITEMS:

A) Presentation: 2018 Budget – Administration Department from City Manager, Mark Carpenter

Mr. Carpenter: This is a continuation of last week. Just to keep things moving along, I'm going to do the Administration projects and then Finance has a couple of items, so I will stay up here and continue. Mr. Garrett is here to answer any questions you may have.

First is the Volunteer Program. That is something that Economic Development brought forward to Council and it seemed like there was a very positive response. It is something I think we need to continue to progress and get this implemented. I put \$10,000.00 up there, but that is really a ballpark or guess. The purpose is to create some seed money to try and get some things done and also for documents and some software that we want to use and I think Ms. Minnich talked about the Constant Contact software.

Mayor Flaute: So this is the one that Bob and Lori brought to us? Mr. Carpenter: Yes. Mayor Flaute: And you are running the money for that and it isn't in Economic

Thursday, December 7, 2017

Development? Mr. Carpenter: No, this money would be in the 110 Fund under the General Administration Fund. Mayor Flaute: Okay.

Mr. Carpenter: What we would like to do is get some volunteers and then we bring in the volunteers and educate them to Riverside and build a team of volunteers making sure it is inclusive to get all across the City and get people to participate. We want to have the volunteers to take the lead on projects such as, and I'm kind of regurgitating a lot of what has already been presented, but just to emphasize, the farmer's market, neighborhood gardens, and special events. We would encourage them to lead the programs and then staff would assist. If I recall correctly the last time it was brought before Council there were some question on how this would be formed, whether another Committee or someone on staff would lead and recruit and oversee the program. Those are some of the details that we would have to finalize. What I would like to do is make sure that we get this moving forward right away and then get this in the first quarter so we are ready to roll it out.

Mr. Fullenkamp: I want to make sure you refine the goals and set some priorities and goals for this volunteer program so that you point to the things you think are most important rather than kind of a scattered approach. Do you understand what I'm saying? There needs to be a mission statement almost about what are our goals and this is our list of goals. I know you are not ready to talk about that. Mr. Carpenter: Right, that would be something that we are going to bring back to Council before we roll this out and identify which ones we want to start with. I think there were good subjects in the information that was shared as far as a farmer's market, there has been a lot of talk about that over the years, neighborhood gardens, and special events. One thing I failed to mention was I think there is and what I was leaning towards is possibly having all these volunteers also funnel into some existing events such as the National Night Out, the Bike Rodeos that we do, and the park events that we initiated last year. I'm not sure if this can be the same or not and that's what we have to kick around. Mr. Fullenkamp: It's actually the recruitment of volunteers that I'm more concerned about rather than the actual projects that we are going to be doing. How are we going to recruit these people? How are we going to bring them on and make them part of a team?

Mayor Flaute: Right, that's why I think we need a leadership type program and people to come in for that and then that will naturally have volunteers then. Once they come in for a leadership type program and then the volunteers will come from that group is the way I thought, maybe. Mr. Carpenter: Yeah, that's the national program that was presented, I want to follow along that as well and how it is defined this separate Board or Commission or someone on staff that organizes it and leads it. I think those are things we still need to talk about and work through. Mayor Flaute: Once you get the leaders and the volunteers identified or the people interested in that type of program, the volunteers will come. They will come and they will be there. Mr. Carpenter: I believe so. I believe it is great and some of the other things or benefits of it is if we get them more involved in the City and build that relationship with staff they are more aware of what is going on in the City and they can take that back out to the community and share and then they bring more ideas and more information on things we want to do or maybe things we haven't considered. I think it is a win/win for everyone involved. Mayor Flaute: You want to keep volunteers busy and keep them engaged, so a leadership type program I believe is what we need. Mr. Carpenter: Yeah, that's definitely a component that was mentioned last time that we need to make sure we keep and include.

This is the Strategic Plan and Financial Forecast. Once again, that \$85,000.00 is a placeholder. I have talked to one city specifically, Miamisburg. They did some strategic planning and they spent around \$50,000.00 to get their plan and what they have in place. To determine how much we want to spend, I want to bring in some different types of people who do this work, have them come in to present in front of Council, and then we can kind of ask questions and get a good idea of what we want from a potential partner. Once we identify those things, then we can create an RFP, go out to bid, and then we will have an idea of what budget number we want to stay within.

Thursday, December 7, 2017

On the Financing side of it, I think that is a big issue that we've got; I mean everybody acknowledges that we've got some major financial concerns. I would like to find someone who specializes in municipal finance and bring them in, have them look us up and down, look at us inside and out, look at what our current finances are, look at what we want to do project wise. I know we talk a lot about these plans we have, it's just getting these plans implemented and being able to sustain these plans that is something that is very important and I think it is something we have to do and I think we should do it early in the next year.

Mayor Flaute: What I'm thinking is what we did last summer when we all got together was a great Saturday and I think we got a lot done. This year I'm thinking we just really need the financial piece more than we need the strategic planning piece. I don't know how anyone else feels about that, but the strategic planning I thought we did great last year and some of those things have been happening. I think talking about our financial things. Mrs. Lommatzsch: Do we have a strategic plan? Mr. Denning: I don't think we did a strategic plan. Mayor Flaute: Well no, but we certainly did bring forth some things from that we have implemented and are doing. Mrs. Lommatzsch: True, but I thought we left there with the plans to develop a strategic plan which we have not done.

Mr. Fullenkamp: I know we have to get this finance piece in place first before we can plan out into the future for anything. I want to do that part well because we have lots of moving pieces here. We have road projects, other infrastructure issues, and we are talking about bonding, which is going to impact our finances, and this person should be knowledgeable about bonding processes. We are probably going to have to get a bond rating for the City to do the amount of bonding that we are going to want to do and it would probably be in our best interest. Maybe not, if they look at our finances and don't see a plan in place we may be hard pressed to get a high bond rating. I think it is critical that we do a really good job on this financial planning and forecast piece first and then I think we can move forward with some of the other strategic planning for what our plans are moving forward and providing services to the community, Economic Development, and those sorts of things. Mayor Flaute: We can't plan if we don't have any money. We can plan, but we can do extra stuff. Mrs. Lommatzsch: We have to prioritize what we are going to do and what we can afford. Mayor Flaute: Yeah and right now we are about \$1 million in the hole. I don't know how we can reprioritize ourselves to do extra stuff. Mr. Carpenter: I think it is something we need to do right after the first of the year is to get that going. Mayor Flaute: I think we need to work on the finance part. I agree with Steve on that.

Mr. Carpenter: What I would like to do is start some initial conversations, get a list of different possible consultants we could work with on this, and then bring that information to Council and kick around what they can do, get your input, and then take that going forward and then identify someone we are going to work with. We will bring them in, create a plan, and get us a forecast. Going further as the Mayor alluded to the retreat, this is something that I have learned at the ICMA Conference, which I think is a great idea. The City was Dubuque, Iowa, they are a little bigger than we are, a lot bigger, but they have Council and the Department Heads take a retreat and they do it for three days. It is more Council would hear what the Department Heads have to say, much like what we have done last week and this week. We talk about what our issues are, what our wants are, what our needs are, and you get to hear all of that and ask a lot of questions. We would do that for a couple of days and some other bonding type activities that take place. The third day is all Council and all of Council takes all of that information, formulates the ideas, sets priorities, and then in a month, I think they do it in June so maybe it was two months, in August they come back and they give the City Manager a list of the things they want to do. The City Manager can take it from there and formulate a budget. It's just an idea. I think it is worthwhile. Mr. Denning: So that would be working toward next year's budget? Mr. Carpenter: Yes and if we can get that financial piece done prior to that event I think it would be a good approach. Once we have the financial piece, once we get with Council, then we have our plan and it is on staff to implement this plan.

The Parks Master Plan, this is another one a lot of it rests on the financial piece. This one to me is almost a conditional that there is grant money out there and then if we

Thursday, December 7, 2017

get the grant maybe we can proceed with this at a lot less rate. It is something I think would be great for the City. It is something I definitely want to do, but it kind of all comes back to the financial side of it. We can spend a lot of money for a plan that we can't afford. What I do want to ensure is we get the Parks and Rec involved in this. They spend a lot of time and a lot of thought and they take their mission pretty serious, which I think is great. We definitely want to make sure they are included and get Council's input and the rest of the community.

Mr. Denning: On this, I think this is important because I think that having the Master Plan will help us with the grants because then it isn't ODNR has a grant so we are going to hurry up and put something together and this is kind of what we think because this is what is there. If we have a Master Plan, we can reference to just like we did and started getting more funding for our roads because we had a larger, long-term plan to get it and a way to get it done and where we wanted to go. It may be a 5-year plan and it may take us 20 years to get there, but at least there is a plan and we can reference that when we start going out for grants or whatever we try and fund. The other thing is if we have a plan and the community is part of that planning process and you get your volunteer program going then there is something for them to raise funds for and it all works together. Mr. Carpenter: Yeah, I think we need to do it; it's the cost of that plan that concerns me at this point. Mr. Denning: I don't know that we can afford not to.

Mr. Fullenkamp: Where does this estimate come from? Mr. Carpenter: That's like the Cadillac estimate. Mr. Fullenkamp: Who is it from? Mr. Carpenter: It is from no one in particular, it is just us talking and staff talking. I don't know if it is strictly out of the air, but it is from other conversations that we have had with other people. Like I said, there is grant money out there and that's something we look to apply for at the beginning of the year. Chris, do we know the date? Mr. Lohr: There is no date. It is an open application through the Land Bank. Mayor Flaute: So that would be money to do a Master Plan? Mr. Carpenter: It is money you can apply to a lot of different things. I know that Mr. Taylor was looking into possibly a Comprehensive Plan application. Mayor Flaute: Like Mr. Denning said, there is a bunch of stuff out there once you get the plan, but you are looking to get money for the plan. Mr. Carpenter: Yes, to offset that cost. I want to have a good plan; we all want a good plan.

Mrs. Reynolds: Mr. City Manager, I know that we have talked about this before, but visiting other cities that have great parks plans in place can give you some ideas of where you need to go and they can give you some ideas of who you could work with that might be more reasonable. I look at what other cities are doing right now in their parks and there are some pretty neat things going on there. Draw from those plans, we could read over those plans and talk with them to see what their initial problems were. Visiting with other cities gives us a great idea of what we might need to do, so I would encourage you and your staff to visit those cities. I look at the volunteers that were pulled in over this holiday season from a lot of communities and it has been unbelievable. I don't know how they all do it, but as the Mayor says we plan and we think they will come, but we need to make sure they will come. I would encourage you all to visit some other cities and see what their plans look like. I know ODNR does do some consulting work too with cities, so that might be something to look at and might save a few dollars.

Mr. Carpenter: Okay. We will proceed and keep you all posted as far as what we find out in other communities and potential costs and people to possibly work with. Mrs. Lommatzsch: I think some of that research has already been done by Lori and she's got a lot of information already. Mr. Carpenter: On the parks? Mrs. Lommatzsch: On what we need to do with parks, volunteers, and the whole thing because they all go hand in hand. Mr. Carpenter: Going back to the volunteer program, I'm not doing that alone. I am working with Lori and Bob on that. Mrs. Lommatzsch: I understand that, but I think we already have kind of a beginning at least on what other cities are doing and how they are going about it.

Mr. Carpenter: The Sidewalk Assessment Program, we didn't get all the funding that we asked for on the CDBG like Mr. Taylor talked about last week, but we did get awarded \$50,000.00 to put towards the ADA ramps we talked about doing in Tall Oaks. We would still like to proceed with that up to a match of \$50,000.00. We are

Thursday, December 7, 2017

going to look for the old plan on that, dust it off and make some updates as needed. I have on my list to talk to other cities on what they are doing and then we will bring that forward to Council, have you take a look at it, and then from there we can start doing assessments. I think that was brought up before that we can go assess, whether it is the entire city or whether it is part of the city or how we want to approach this going forward. I think I would like to have some more discussion with Council on how we want to do this and how we can sustain it.

Mr. Denning: One thing we need to do is the same thing we did with our streets. We need an assessment of the sidewalks in the neighborhoods to see what is the worst and what is not so bad. I would assume that the neighborhood was already assessed, so maybe that is out there and if that is out there then that is where you start. You would look and let's say the area behind Dairy Queen has the worst sidewalks, maybe that is where we start. Mayor Flaute: It looks like he is behind Eastown. Mr. Carpenter: That's how this whole conversation got started. Mr. Denning: That's where we need to start.

Mr. Carpenter: Just briefly, it was brought to our attention that in the Tall Oaks neighborhood we just looked at two streets. It's behind Bob Evans and Eastown. Mayor Flaute: Okay. Mr. Carpenter: We did take a look at a couple of streets there and we had a contractor come out and take a look at just one street and it was about \$20,000.00 worth of work on one street. We can do that throughout the city or is it a better strategy to do a neighborhood or to do south/north or vice versa. Mr. Denning: I think it depends on how much we set aside in the budget that we are going to then assess to the people that do it and how quickly that comes back. If we put \$160,000.00 in the budget and the assessment is a 10-year assessment, we are not going to see that \$160,000.00 at the finish of it, we are going to see \$16,000.00 a year for 10 years coming back in. We've got to decide if we are willing to put \$50,000.00 additional into that to keep it going every year or whatever the answer is.

Mr. Smith: This \$50,000.00 that was awarded for the ADA ramps there, is that designated for the Tall Oaks neighborhood? Mr. Carpenter: Yes, we are pretty sure. Mr. Lohr: Yes. Mayor Flaute: That's probably where we need to go. Mr. Carpenter: That was ramps. Mr. Fullenkamp: That was just ramps. This \$160,000.00 is our proposal for the match for the ramps and for some additional sidewalk work or what is this \$160,000.00 number? Mr. Carpenter: That was originally just the ADA ramps. That was an \$80,000.00 grant and we would match \$80,000.00 for the project. Mr. Fullenkamp: Okay, so now we are talking \$50,000.00 and \$50,000.00 and we have to determine the amount of money to use for assessing repairs if people can't pay it out of their pocket up front.

Mr. Carpenter: Right, we were going to take care of all of the ramps as far as the money would go on the ramps. If there is money left over, then to me it makes sense to stay in that neighborhood since we are doing those ramps. Mr. Fullenkamp: There is part of me that agree and there is part of me that walks their neighborhoods and sees some really bad situations that should be addressed that are real safety issues for pedestrians in my neighborhood and other neighborhoods. I don't know if we should use the "let's finish the neighborhood" approach or should we go after these are really egregious situations here and real safety issues and go after those and do it that way. I don't know what the best way is. Mr. Carpenter: To me the safety issue does make sense, but I think Mr. Curp talked about not everyone that we assess we will have to pay for. How we introduce that program is going to take some thought.

Mr. Fullenkamp: Why would each one not be assessed? Mr. Carpenter: Because the homeowner may pay for it. Mr. Fullenkamp: Yeah, that's how you go after some of those. You sticker them or you have a conversation with them and if they are willing to do it then you give them a certain amount of time to accomplish it, maybe provide them with a list of vendors that are approved by the City or not. Mr. Carpenter: That is part of the program is that we would get some people pre-approved to our standards. Mr. Fullenkamp: There are a lot of outside vendors that came in. I didn't use an approved vendor. Mayor Flaute: I did my own. Mr. Fullenkamp: I picked a vendor. We can provide vendor lists. As long as they meet the standards, I don't care who does it. If you want to do your own sidewalk and you are a concrete guy, have at it. I know there is value in finishing a neighborhood, but

Thursday, December 7, 2017

there is part of me that says there is a safety issue and if those people with real safety issues have a problem we ought to be able to use the assessment approach for them if they can't afford to do it on their own dime up front. I think we should also be charging some interest rate on the money we assess them with, something that is fair. I don't know what that interest rate is right now, 5% or something.

Mrs. Lommatzsch: Is that legal on an assessment? Mayor Flaute: We would have to check that out. Mr. Fullenkamp: I believe it is. I think when we did it the last time there was an interest rate associated with assessments. I don't remember exactly. Mr. Smith: I don't remember doing an interest rate. Mrs. Lommatzsch: I don't remember doing an interest rate either. We need to find out. Mr. Carpenter: That is one of the things we will gather and will come back to Council at a work session to say here is what we are thinking of doing and have more dialogue.

Mr. Smith: Just to clarify real quickly, you said there was \$80,000.00 in the ADA ramps. Mr. Carpenter: Originally we applied for an \$80,000.00 grant and we were going to match it. We were awarded \$50,000.00, so we want to just continue the match. Mr. Smith: So if just did the ADA ramps, we would have to come up with \$30,000.00? Mr. Fullenkamp: \$50,000.00. Mr. Carpenter: Depending on what the entire cost is. The idea was to do all those ramps initially because that would meet what we wanted to do in the grant. Mr. Smith: Okay, the ones that we have done in the past we have put this yellow pad down, a little bumpy pad, and it peels up, tears up, there has got to be something out there that is better. Mr. Carpenter: We will see what the latest standard is and that's what we will stick with. Mayor Flaute: Those are pretty bad. Mrs. Lommatzsch: They are gone. Mayor Flaute: We had to tear them up or something didn't we? They were bad. Mr. Carpenter: We will get the latest standard and meet that standard.

This is the website 2.0. First of all this is to fix what people see as flaws or to add things that people aren't seeing. This is to also add some more bells and whistles. We wanted to make sure we have the ability to do the email blasts and to communicate. Mrs. Minnich had talked about Constant Contact and I think that is something we do need to invest in so we can start pushing information out. Also, I would like to give people the ability for park reservations. If there was a way to point on the date and submit the proper information and send that off and someone could just hit confirmed or something to that effect. It would make it much easier, blocks the date once it is reserved so we don't have a conflict of two people reserving the same place. Also, the ability to do some online payments, some of this stuff takes third party vendors and that's where some of the additional costs come into play. The idea is to start gathering this information. Chris was talking about working with the same folks that were involved in the transition to the new page. It was a great experience and we want to try to keep that momentum going.

Mr. Fullenkamp: Is there a reason we are cash only up at the front desk or why we don't take credit card payments? Mr. Carpenter: The only reason probably is because we are not set up to do it. We could be. Mr. Denning: With the Square, it costs you probably nothing and it's very easy to do. It automatically goes into your account. Mr. Fullenkamp: When you say online payments, that says that you are going to take credit cards or maybe routing numbers; I prefer not to get into that. Then security becomes very critical. Mr. Carpenter: Definitely. Mr. Fullenkamp: I just wondered because I have heard the comments saying we are cash only here and I'm wondering why here today we are cash only. Mr. Carpenter: Frankly we probably haven't taken the time to accept credit cards. I realize it is easy; I have seen people with their cell phones hook it up and just take it. Mr. Denning: Especially with us having Wi-Fi and internet, it is easy. Mr. Carpenter: That's probably something we could do soon. Mrs. Lommatzsch: It's just some little box. My sorority which is only like 40 members has a little box. There is a minimum every month. I don't know, but I'm thinking it if is that easy. Mr. Denning: There are different companies and stuff like that, but we definitely should look into it. If you need more information, talk to my wife.

There were no further questions or comments.

Thursday, December 7, 2017

B) Presentation: 2018 Budget – Finance Department from City Manager, Mark Carpenter

Mr. Carpenter: I'm just going to segway into Finance. Tom just has a couple slides. Tom has listed all the core operations that he does from his department. I'm sure it is not all inclusive, but it is a lengthy list. That's our staffing; we have two people. This is not in the draft budget, but I know I have spoken on this before and I think it is something that is critical and we've got to find a way to make this happen. This person would take on some of these tasks initially, but what is really critical is the piece where they're providing some back-up and the mentoring and succession plan. I tell him all the time he is a critical piece of our organization. If we lose Tom we are going to have some big drop off for a while until we can get caught back up and it will take a while. Mayor Flaute: Adding more personnel. Mr. Carpenter: I know how you all feel about that.

This the last slide here; this is the laser printed forms. We are looking at doing the W-2s. What we are doing right now is getting the software in place for doing our check stubs electronically. That is happening. The end of next year, we are looking at doing the W-2s. This is an option where we could do laser printing of everything for \$5,000.00 or the \$2,500.00 just for the W-2 portion. Deputy Mayor Curp: Just printing them? Mr. Carpenter: Yes, printing them.

Deputy Mayor Curp: There are a lot of organizations that make for want of a better term, a PDF version, our there and it is up to the employee to go out and get their check stub off the system. Mr. Carpenter: The check stubs we are doing. Deputy Mayor Curp: And it is the same thing with the W-2s. Mr. Carpenter: We will follow up on that. Mr. Denning: Find out what other cities are doing and what best practice is. Mr. Carpenter: This is what I thought is everybody was doing the laser printing. Maybe I'm wrong and now it has gone to PDF, but I can check. Mr. Denning: I hadn't heard of the PDF, but that may be the next step and maybe folks are behind. If we are going to skip a step, I would just assume do the PDF. Deputy Mayor Curp: I retired in spring of 2005 and before that I was getting my check stub online. I had to go out and get it, they didn't come around on payday and hand me an envelope. It was the same thing with my 1099s; some would come in the mail and some you could opt to either get it in the mail or go out and get it yourself online. Mr. Carpenter: That is true. I have received 1099s online myself. Maybe it is just the same way for W-2s. I will check on it. Mrs. Reynolds: I think there is a much better way than a laser printer. Mr. Denning: I think there is definitely a better way than the dot matrix printer that they are using.

Mr. Fullenkamp: So this \$5,000.00 is just for forms or what is this cost? Mr. Garrett: That's software. Mr. Fullenkamp: Okay, that's software and not forms. Mr. Garrett: The software with CMI to enable the module for us and there is an annual license fee to continue using that particular feature. Mr. Fullenkamp: So that would be if we did let's say the \$5,000.00 for all the laser printing, reporting, check stubs, and W-2s? Mr. Garrett: The \$5,000.00 for laser printing is instead of using our big iron printer that we like so much, it would be converting everything to plain paper and a laser kind of quality. It's just instead of using the green bar paper that we use, you would be printing it on plain paper. Mr. Fullenkamp: Is that an annual cost then? Mr. Garrett: No, most of that is the upfront set up and all that kind of stuff and then there is an annual fee; I don't know it might be \$1,000.00 every year or something. Mr. Fullenkamp: For CMI plus this? Mr. Garrett: Right.

Mrs. Reynolds: Do we do business with CMI now? Mr. Garrett: Oh yeah. Mrs. Reynolds: That's what I thought. Mr. Garrett: The alternate approach is the \$2,500.00 for the laser printer and that is just a module and all it does is do W-2s and 1099s. We would have to buy pre-printed stock with the instructions and codes on the back of it and then we would print on the front side of that form. All it would do is your W-2s, whereas the \$5,000.00 would be instead of the green bar kind of forms we would print everything that way.

Deputy Mayor Curp: I thought this software created the image itself of a W-2 or a 1099. Mr. Garrett: Yes, it does. Deputy Mayor Curp: Then why would we need pre-printed stock? Mr. Garrett: Because it doesn't do the backside, it just does the front

Thursday, December 7, 2017

side. Mr. Fullenkamp: You don't have a two-sided printer? Mr. Garrett: We don't. I guess. Mrs. Reynolds: That's no better than where we are at guys. Mr. Garrett: It would give you a crisper image on plain paper versus the carbon copy forms that we are using right now. Mr. Fullenkamp: So really it doesn't matter if you print them on a paper or print them to PDF in this situation because they are paying for the software with the form already with the information. If I have a printer, I can print to the printer or to a PDF file. Deputy Mayor Curp: If you do it online with the PDF then you take one more item off and have employees go and pull of their own W-2 or 1099, then you eliminate one item off of this list. Mr. Fullenkamp: I'm okay with that. Mr. Garrett: The intent of this slide is the alternate. You can go \$5,000.00 for printing everything plus supplies or if you just focus on the W-2s it costs about \$2,500.00 plus another \$100.00 or \$50.00 for the paper or whatever to print them. Mr. Carpenter: We will check on just doing them electronically. We will be doing the check stubs that way this year, so people should be comfortable with it and then we can do the W-2s.

Mr. Smith: We already have the laser printer? Mr. Carpenter: The copier, right? Mr. Garrett: We've got our copiers which would accept it and print. We would just be printing on our copiers that we have right now. Mr. Fullenkamp: Those are two sided. Mr. Garrett: I guess. Mr. Smith: Okay. Mr. Garrett: I guess the third option is to keep using the carbon copy forms which are significantly cheaper. Mr. Smith: Okay.

Mayor Flaute: Are we talking about changing RITA to CCA? Are we moving on that at all? Mr. Carpenter: We need to either commit to do that before June if we are going to do it. Mayor Flaute: So that is still on the radar? Mr. Carpenter: Yeah, there is really no cost. Mr. Garrett: I really don't see a big difference between RITA and CCA other than CCA has an office in Dayton. I mean it is the same kind of organization and support; it's just that CCA would be a little closer to us. Mr. Denning: The cost wouldn't be significant? Mr. Garrett: Not significant. Mrs. Reynolds: What's not significant? Mr. Garrett: The fee from CCA versus the fee for RITA. Mrs. Reynolds: What are you considering not significant? Mr. Garrett: They are both about the same. RITA we are paying 2.5-2.6% a year. CCA might be a little bit cheaper with just under 2.5% or something like that. Other than that it is about the same thing either way. Mayor Flaute: So you don't think we get better service or better forms from CCA over RITA? I guess I'm thinking if they are local and they are maybe a little more aggressive than RITA is because I don't have a good feeling that RITA is aggressive at all. That's why I'm thinking with CCA it would be nice to try them. Mr. Garrett: There is at least one person in the Dayton office that is pretty aggressive and energetic, versus RITA who has a little bit bigger organization.

Mayor Flaute: I don't know how the rest of Council feels, but I would really be interested in trying a new company. Mr. Denning: Trying it is an expensive and long process because it is going to take you at least a year to 18 months just to get changed over and then you are going to lose some people and gain. Mr. Fullenkamp: I think you are going to have to make sure you make the right decision upfront and that's going to take some research, talking to cities that use CCA and talking to other cities. We know our experience with RITA, but I don't think you just want to try it and think we can go back to RITA if we want to. Mayor Flaute: What I have been hearing from most of the communities that I talk to that have had RITA and have changed have done it. Mr. Fullenkamp: To CCA? Mr. Garrett: One local one is Brookville, who had RITA for a while and their main driver they told me was just that CCA now has a Dayton office and they wanted somebody that they could get to more conveniently. Mr. Denning: They wanted a closer belly button. Mr. Fullenkamp: What is their experience with CCA? Mr. Garrett: Well it is still fairly new. They have one year experience yet, so far they are satisfied.

Mr. Denning: I'd like to stay in touch with them and find out if they actually get better service and if they have gotten more out of the deal. Mr. Garrett: They are still setting up the Dayton CCA office. They have only got three or four of the local cities listed yet. Mr. Denning: My thing is I want to stay in touch with those cities to find out whether it is a positive experience for them changing from RITA to CCA or if two years from now they are saying it is about the same as when they were with RITA, then for us it might not be worthwhile. I don't think there is any hurry for us to change over. Mayor Flaute: No, but I just want to keep it on the radar. Mr. Smith: What is

Thursday, December 7, 2017

the startup cost to switch over? Mr. Garrett: It doesn't really cost us anything. We are paying RITA monthly retainer or administrative fee for processing tax returns and CCA would be the same thing. Their fee might be just a touch cheaper for that. All of the transition costs are just inherent in that. Mr. Denning: But we have to give RITA what nine months? Mr. Garrett: We have to notify RITA before the 1st of July that we intend to leave in January to give them six months to do the transition planning.

Mr. Fullenkamp: Have we done a side by side comparison of all the services and the costs? Like what we just went through where we were sending letters out to people saying they are not paying their taxes. I'm not saying you have an answer, but are the costs for those services similar? Do you understand what I'm saying? We just went through this where we are subpoenaing people. Mr. Garrett: RITA charges for the subpoenas and I think CCA says that is part of your service, so you will avoid a little bit of a fee there. Pretty much they do the same things. Mr. Fullenkamp: That was \$10,000.00 or something this year? Mr. Garrett: \$24,000.00. Mr. Fullenkamp: \$24,000.00, so that is kind of significant if that's true. Mr. Garrett: We had the CCA rep in that gave us their overview. Mr. Fullenkamp: Maybe we need to make a spreadsheet saying here are pluses and minuses, here's CCA and here's RITA, here's costs associated with each of these services and the responsiveness, and maybe some input from cities that have used both of these to see the rate of happiness. Mr. Garrett: Up to that we have 20 years' experience using RITA and like you said with the transition there will be people confused and just getting used to the new. Mr. Denning: But if it is worthwhile, than it is worthwhile. I don't mind going through growing pains if it is worthwhile, but if it is not than why go through it. Mr. Fullenkamp: Right, then switch back or do whatever or form our own tax collection department.

Mayor Flaute: We want to make sure we are doing the right thing and don't want to switch back. Mr. Fullenkamp: I think there is a way to evaluate and weigh the pros and cons of these vendors and then we can make a more sensible decision. Thanks. Mr. Carpenter: Just to finish up on that note, my thought was I don't want more of the same frustrations because then it is not worth it. We will talk to the city; I believe Clayton was another one that just switched. I recall I think it was Clayton who had just switched. Mr. Denning: It doesn't have to be a city in the Miami Valley, I'm sure there are cities around Columbus or around Cleveland or Toledo or wherever that have switched from RITA to CCA over time and maybe somebody has got approximately our size and has five years' experience with CCA and can say they had 12 years with RITA and they can say they are really glad we changed or it's about the same or they wish they wouldn't have changed, but we aren't going to change back. We just need to get more information to find out if it is worthwhile. Mayor Flaute: I would appreciate it if we do. Mr. Carpenter: Will do.

There were no further questions or comments.

C) Presentation: Legislation Management Software from Clerk of Council, Brenna Arnold

Ms. Arnold: I didn't get a wish list last year, so I figured I might just ask for one little thing. Some opportunities for improvement in my job role: the creation of agendas and packets; the accessibility of storage of electronic data for staff, Council, the Law Department, and our residents for performing research; some accountability for timely distribution of information and the approval of that information; storage of packets, agenda, and minutes on the website; and there was a reason for the ... after verbatim minutes. I promise I won't try to change that right now. It is just something that still I feel can be improved and it is a very lengthy process, but I think it could be shortened. I realize now that I neglected to put the solution that I am asking for.

Mrs. Reynolds: Can we go back to the first screen? When you say accessibility and storage of electronic data for staff, Council, and the citizen research; talk to me a little bit about that. Ms. Arnold: One of the projects that you all had asked me to start doing was to make an electronic database of our legislation and minutes and all of that good stuff. I have done approximately a third of it, but essentially it is just scanned and saved as a PDF. I can search it, but I have to know which set of minutes to look under or which resolution to look at in order to get the information that

Thursday, December 7, 2017

is requested. For example, when we have had the need for some research to be done for lawsuits and things of that nature, one of the things the Law Department asked me to do was they gave me a timeframe which was about 18 months and wanted me to research all of the minutes for those 18 months for a specific phrase or keyword. I had to go through every set of minutes for those 18 months to try and search it, it takes a little while for the 30-40 pages to become a searchable document, and then see if it is there. That is also assuming that it was called that exact term or if that was the exact phrase used in the minutes and different things like that. Also, staff at times will need a template of some sort to look at to draft some new legislation and maybe they know we had the same thing five years ago. I have to look to see what resolution number that was. Some of those things don't come up all that often, but when they do especially with the lawsuits it is incredibly time consuming. If I made all of those documents searchable and saved them that way, which would save a little bit of time, it takes up a lot more space on our server. Mrs. Reynolds: Thank you.

Ms. Arnold: The solution, as I mentioned I forgot to put that in the PowerPoint which was probably the most important thing, is through Accela. I did compare to other software companies who have similar agenda and packet building capabilities and a lot of them are very much the same. This solution in particular did have one thing that I felt was extremely important. Just to give you an overview of what this does have to offer, once the agenda and packet building process is complete it has a one click distribution and would distribute it to any email list that I would specify. Right now we do have groups of individuals who request to get the packet and the agenda delivered straight to them and this would automatically do it. It could automatically submit your Council packets via email to yourselves, the directors, and it would also post straight to the website without any additional steps. Although not the biggest amount of time that I spend in a week, sending out five separate emails so that the residents don't see who is on the distribution list and I may send you an additional message that maybe I don't want the residents to see, so I will send all separate messages. Sometimes posting to the website has been a bit of an issue if there are really large packets and it takes a long time for it to post and there have been times that I think you all are aware that it wouldn't post because the file was too large and this would remedy that situation.

It would record approval for documents and it would also record when documents are received to go into the packet. How this would work is a staff member would submit a document for approval, it would then be routed to Mark so he can review it and make sure he wants it to be there and make sure the information that is needed for you all is there, I don't know if Dalma would want to use this product or not or if we could train one of her paralegals but there actually is a process that could route it to Dalma, she can go in and approve everything, make her edits within that database just as Mark would be able to edit something should he wish to do so, it time stamps all of these things, and once everyone has looked at it and approved it and checked it then it would be routed to me so that I could create my packet. I think the accountability there would definitely help with making sure that the packets are on time, making sure that you all are getting the information that want before the meeting, and that everything is in the packet. We can actually set a due date and time and if it is not in there by then, it doesn't go and it actually pushes it to the next packet for review.

Also this would track our voting record, it can also track attendance electronically and I would be able to use my laptop during the meeting and as you all are voting or as we are taking roll call, I can check each box and it will automatically track all of that. It also has an automatic creation of a minute's template. I didn't mention this, but all of this is customized to our standards and what we have been doing. It could be an opportunity to update the way something looks maybe, but we could make our minutes look exactly as it does now and we could make our packets look exactly as they do now.

This agenda and packet creation wouldn't necessarily have to change and you wouldn't be seeing different items in the packet unless you would like to update that. The creation of the minute's template might sound ridiculous, but I spend a ridiculous amount of time just typing the voting record, who voted yes, who voted no, the name of the resolution, and the headlines of what is on the agenda. Just transferring that to

Thursday, December 7, 2017

the minute's template is actually fairly time consuming to go through and do that. If you put that altogether this would happen in seconds, whereas depending on how long the meeting is and how much legislation we have and things like that, it could take 30-45 minutes. It's not because I'm typing that slow, I promise. It is just repetitively typing things over and over and it takes a lot of time. As I mentioned, verbatim minutes are a different time and different place for that conversation, however this would make them a little less time consuming and might save me from getting arthritis a little bit.

Also, the fully searchable legislative historical database being available for staff as I mentioned, I did already run through why I feel this would be really important internally but I know Council does research to see what we have done in the past and you may have a question. Instead of having to come to me and sit down with a book and flip through it, you all would be able to do research as well as residents which I think would be a great opportunity for them if they chose to do so. I do believe there are some people who read my minutes sometimes and I have faith in that. There was a municipality that I saw during the webinar for this software that has their legislation dating back to 1912 all added, so you can go all the way back to the beginning of the city as far back as you want to go. I think that would be kind of neat, but also we do have some of those books that are aging at a rapid rate and some of them I am honestly scared to open and even try to scan. That would be a good way also to preserve those items in the event that they do in fact disintegrate.

Also, if we ever would decide we no longer want to use that product, we do still own everything that is saved in that database. We wouldn't have to pay anything to get our information back, which is a benefit because I know there are some companies that will try to make you pay to release your information back to you and that is not the case here. Are there any questions?

The cost/benefit analysis, I only threw this in here because I heard you ask other people for it and thought I would give it a whirl. These are rough estimates, but I spend roughly a third of the cost of this product just in my times trying to do these things. Also, we would have the option for unlimited users, so every single staff member could have access to this website, each Council member would also have their own log in. For those of you who do prefer electronic versions, you are able to log in on your own, you can add notes for each piece of legislation or each item on the agenda to be saved for your use during the meetings and no one else would have access to those and they would be saved for your records. If anyone ever decided they did not want to have paper packets anymore, it would save all of that information for you on the website so you would have that option as well. I did mention that they do have unlimited cloud storage and that is basically just talking about being able to have all of the documents from 1912 on. We don't have to pay for that cloud storage and one of my concerns with that was if the site crashes and then what happens with our data. They actually do have it saved at multiple locations so heaven forbid there is a hurricane where they have our information stored, we have two other backups that are in different parts of the country, so that protects us there as well and there is no additional charge for that. There is unlimited technical support, training is included, and again saving part of the Clerk's sanity I think is priceless.

As far as other providers go, I did try to get some of the other providers to nail down a quote for me, however they want me to sit through 20-30 minute webinars just to get a quote. I did have two respond and it would be approximately \$6,000.00-7,000.00, but that is without the benefit of having that legislative researchable database. I do think that for staff, Council, the Law Department, and residents to have access to that information personally would be worth that difference and it would make more sense as to why I have scanned all these documents because right now they are only for me really. It takes a lot of time to do all of that, so I would love for you to be able to utilize it as well. Are there any questions?

Mr. Denning: So if I have a tablet, is this Windows, Android, or Apple compatible?
Ms. Arnold: All. Mr. Denning: All of them? Okay. Ms. Arnold: You can use your PC. Mark would have the ability to approve anything that is submitted from his phone, so if he is at a conference it would send him an alert and he would be able to

Thursday, December 7, 2017

review it and he could approve it through his mobile device if he is not physically able to go to his laptop or office and what have you.

Mayor Flaute: So this \$9,000.00 does that include the \$1,728.00 for packet creation and all of this stuff that you've got. Ms. Arnold: I'm sorry; everything on the left is a very low estimate of the cost of my time in doing some of these things. Also, it would give me the ability to be more flexible. If there is a change on the agenda instead of having to go through and update a whole bunch of different things, I could just add it slide it to where Mark wants it to be and it would repopulate everything without having to retype anything at all. Mr. Denning: It would update your minute's template and everything. Ms. Arnold: It would update everything and one click could shoot it out to everyone, update it on the website, and send it to you all.

Mr. Fullenkamp: So can packets be part of the database? Ms. Arnold: Yes. Mr. Fullenkamp: So packets and minutes and they are all searchable and anybody can search these things as long as they have the permissions and when there is a lawsuit, somebody could just rather than come to you and say they need you to research something you could tell them to do a keyword search on these documents over the range of time. I'm assuming the user interface for searches is good. Ms. Arnold: Right. Mr. Fullenkamp: It is already provided for you and all that sort of thing. Ms. Arnold: Yes and since we have a new website, that link to review all of that data would be a link that we would add to our website and it would take you to their website that houses all of that on the cloud, however they would mirror that to look just like our website. We can make it match so it doesn't look like some third party website and for the most part you wouldn't notice that you have been redirected. Mr. Fullenkamp: So residents will also have access to this entire database? Ms. Arnold: Yes, they just wouldn't have the log in to go in and manipulate any of the data. Mr. Denning: They wouldn't have editing rights. Ms. Arnold: Right, but they could search and review. You can type in a keyword and pull up every resolution we have had over the last 10 years for contracts. You could search a keyword in minutes and give date parameters to use for that search. It is pretty good.

Mr. Fullenkamp: So it integrates nicely with Microsoft products, Word, and that sort of thing? Ms. Arnold: For the packet creation, in order to edit anything that is added to the packet it does use Word to do that. Like I said, if Dalma has any changes and again I don't know if she would want to use this software or not, but if Mark saw any changes and wanted to update that he wouldn't have to pull it out of that software and open it in Word, he would just open it in Word right there and make his changes. He could send them back to whoever submitted it to him for them to review and once approved he could do so and move it along. Mr. Fullenkamp: And once minutes are completed and packets are done, they get locked down and they can't be changed from that date on. Ms. Arnold: I don't know the exact answer to that question; however I would be the final stopping point for all of that information once it goes through the entire approval process. We would specify what routing we wanted it to go to, so once it comes to me I am the final stop and it would essentially be the same as it is now that it doesn't change unless I change it.

Mr. Fullenkamp: It sounds like a transparency piece to me and also a functionality thing for staff, for Council, and for the residents. We've got financial issues and funding this is something we have to think about, but it's like anything it may actually save us more money than it costs us and that's how we have to look at things. Sometimes you have to spend a little bit upfront and implement these sorts of technologies to allow us to move forward. It sounds like the shiznit to me. Ms. Arnold: I have to look that up to type it in the minutes now.

Mrs. Reynolds: You need to make sure on that lockdown feature because that's an important piece. Ms. Arnold: He stated that in the transfer process or transition process from the time it is submitted until it is done, we can route that however we would like. Unless someone had my log in, once I have gotten everything and it is done that would and I can definitely check, but I would think that would be the only way someone could edit that in any way is if they had my log in.

Thursday, December 7, 2017

Deputy Mayor Curp: On the keyword search feature, does it bring up every document that those words or phrases are in or can you specify the types of documents you want to see such as if you only want to see resolutions that have a keyword in it or you only want to see ordinances that have a keyword or are you stuck with getting everything? Ms. Arnold: No, you can specify and you can use date ranges. If you wanted to look up all contracts and had a certain construction companies name that you have worked with in the past, you could type in "contract" and that companies name and it would pull up just those. There is also an ability that when the documents are added into that system that we would mark them as contracts or supplementals, so if someone wanted to look at every supplemental they could pull that up just by checking that box. With resolutions we could mark every resolution that is a contract in general because some people don't know which keywords to type in, so this would also give a drop down for a resident that may not know what a supplemental is, we could have a drop down or mark it like finance and so if they wanted to look at all of the finance resolutions or ordinances that we have had they could go to that drop down instead of having to know what to look for and it would pull them all up instead of having to know which keyword to enter.

Mrs. Lommatzsch: It all sounds wonderful and you know my technology level and I don't make any secret of it, but until we can take electronic payment at the front desk, I think it is a wonderful idea, but I don't know if it is a priority for our dollars. We definitely need to start taking more than cash at the front desk as easy as that is in this day in age. Mr. Fullenkamp: I think these can be two independent things. Mrs. Lommatzsch: They are independent and I understand that, but everything takes money. Mr. Denning: Taking credit cards doesn't take money.

Ms. Arnold: I also didn't take into consideration and this is just something to think about, but if some individuals were leaning toward more of an electronic version, this is a lot more user friendly than scrolling through a PDF on your tablet or laptop. I'm just throwing this out there, I know that I account for over 50% for all printing in the City building. I am #1. Mr. Lohr: It has been so long since we talked about it. She is the majority user. Ms. Arnold: I master the printer and everyone loves it when I print the packets. Mr. Fullenkamp: So how much do we spend a year on printing? Ms. Arnold: I didn't consider that. Mr. Lohr: I don't know that off the top of my head. Mr. Fullenkamp: That is another savings that can go in that left hand column. Ms. Arnold: I'm not going to force electronic packets on anyone, but if there were individuals who would prefer to use electronic packets and not print the paper that would be a huge savings as well because in talking with one of the companies they had me estimate how many sheets of paper I print for packets and it was definitely a low estimate at somewhere around 45,000 and that is not including special meetings; that was just right off the top of my head of what our average packets are, how many meetings we have, and that was it. I don't know what the cost is, but probably a couple cents a page. Mr. Lohr: It is \$0.015 for black and white and \$0.045 for color, so that all adds up. Ms. Arnold: We have a lot of color in the packets. I just thought I would throw that out there.

Mayor Flaute: You put it in an email now, so what would be the difference between what you do now and if you got this \$9,700.00 package? Ms. Arnold: There would be a lot of differences, but in this respect if you are looking at it online every item on the agenda has a hyperlink. You can go through the agenda and click on each hyperlink and it would take you to the corresponding documentation for that and you can write notes, type notes before, during, and after the meeting on those. You can also hit a home button and it takes you back to the agenda. I didn't talk about that feature because I didn't think not having paper was an option, but that is what it does.

Mr. Denning: The searchable part, are we going to be able to load all of our old minutes, agendas, and everything into this database? Ms. Arnold: Everything I have scanned would be automatically loaded and I would have to do a serious overhaul of scanning the rest of it to get it added. Mr. Denning: But everything that we could would be loaded into here and then it would all be searchable. Ms. Arnold: Yes. Mr. Denning: Okay.

Thursday, December 7, 2017

Mr. Garrett: Is there an upfront cost for this thing? You've got \$9,700.00 annual cost, does that include that or do we have to put \$20,000.00 in or something to buy it the first time? Ms. Arnold: No, this would be upfront costs and continuing cost annually.

Mr. Fullenkamp: Mayor, this company Accela, they are the big guns in this industry or public entity sort of thing. They have everything. They have Service Department, they have probably Fire and Police, they have Finance, and they have all these modules and they all integrate together nicely. They are not cheap, but sometimes like we saw last meeting you don't know that you want to go with a mom and pop operation. I think maybe you want to go with the people that have some depth and deep pockets and the ability to provide the service and be sustainable over time. The one thing we don't want to do is to start something and have a company fail and walk away from it and that's why I think if we are going to start looking at these things throughout all the departments, there may be a lot of value to looking at an integrated approach even with higher expenses. Mrs. Reynolds: That's one thing that all the departments need to look at because it can all be tied together and you only have one person to call when there is a problem; you are not calling different places and doing different things. Great software programs for purchasing and everything, it is really some good programs.

Deputy Mayor Curp: Do they also have a speech to text module? Ms. Arnold: I wish. I know that we have the Dragon software and I have actually tried it, if everyone spoke in complete and full sentences without stopping and restarting a sentence and going back and changing what they are saying it would work a lot better. It takes longer I think to edit what comes out of the Dragon software than it does to type.

Mayor Flaute: Are there any other questions or comments? We have a lot to think about. We appreciate you bringing it to us.

There were no further questions or comments.

Mr. Carpenter: We want to do another work session next Thursday. I'm just throwing it out there. We can do another budget meeting and I can send you version 3.0 and make some additional notes of some of the projects that I would recommend that we put in or exclude and then you would have the master list one more time and could offer what you want to put in and we could do that next Thursday. Mr. Denning: I want to get it done. Mr. Smith: Yeah, that's fine. Deputy Mayor Curp: Sure. Mrs. Lommatzsch: Fine. Mayor Flaute: I know I will be late, so Mr. Curp might have to start the meeting because I have some things going. I will be here a little late. Mr. Denning: Next Thursday at 6:00 p.m. and we need to get the information out so we can have our special meeting. Mr. Carpenter: My intent is to send out 3.0 with the latest revenues, projections, and some other adjustments. Some of that is being impacted and we are still negotiating contracts, but as you can see there is some legislation here regarding insurance. I have plugged in the insurance numbers in here at the highest plan and at their current percentage of what we are paying on the deductible, so that would be our worst case scenario and most expensive look. You would have that information as well. Mr. Denning: I just want to make sure that the public announcement gets out there so we are not cancelling. Mayor Flaute: You have made your point.

Mr. Fullenkamp: I want to make sure you provide us with plenty of notes so that we know if there are items and you explain them in these notes why you are including this item and why you are cutting this item; the kinds of notes we have had in the past, so we don't have to come in cold and ask you all those questions that night. Mr. Carpenter: I will get most of that out tomorrow because most of it is ready and then whatever I need to fine tune may carry over to Monday, but I wouldn't expect it to be passed Monday that it will be in your hands. Ms. Arnold: Is electronic okay or do you want those documents in a paper version delivered? Mr. Fullenkamp: Electronic is fine with me. Mr. Smith: I like paper. Ms. Arnold: That's fine, I just wanted to double check. I will need everything Monday morning. Mayor Flaute: I will need paper, but I don't need it delivered. Mrs. Lommatzsch: Because you won't be here. Mayor Flaute: I will be here, I will just be late. Mrs. Lommatzsch: You won't be here Monday. Mr. Fullenkamp: We could start at 6:30 p.m. Mayor Flaute: We can start at 6:00 p.m. Mr. Smith: Let's start at 6:00 p.m. because you are going to run it until

Thursday, December 7, 2017

11:00 p.m., so let's do 6:00 p.m. Mayor Flaute: Let's start at 6:00 p.m. next Thursday.

ITEM 7: RECESS:

The Council took a recess at 7:21 p.m.

ITEM 8: RECONVENE:

The meeting was reconvened at 7:31 p.m.

ITEM 9: PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE:

The Pledge of Allegiance was led by Council member Shirley Reynolds.

ITEM 10: MINUTES: Consider approval of the minutes of the October 5, 2017 Council meeting.

A motion was made by Mrs. Reynolds to approve the minutes of the October 5, 2017 meeting. Mr. Denning seconded the motion.

There was no discussion on the motion.

All were in favor; none were opposed. **Motion carried.**

ITEM 11: ACCEPTANCE OF WRITTEN CITIZENS PETITIONS:

Mayor Flaute advised citizens to fill out a form if they wished to speak about agenda or non-agenda items.

ITEM 12: CITY MANAGER'S REPORT:

Mr. Carpenter: I have placed at your seat the Project and Activities Report. If anybody has any questions, myself or staff would be happy to answer those.

There were no additional questions or comments.

(1) FYI Items

- a. Council Request Sheets.**
- b. Council Agenda Calendar.**
- c. City Manager's Project and Activities Report.**

(2) Monthly Verbal Reports

- a. Finance Department**

Mr. Carpenter turned the floor to Mr. Garrett for the update from the Finance Department.

Mr. Garrett: Very briefly, it is just a busy time of year with the budget and ongoing business as usual. I have closed the month of November, so those finance reports are posted to the website as we normally do. The income tax, which of course you will get in the next packet, we are still below where we hoped we would be at this time of year, so we are down about \$131,000.00 from the beginning of the year. Spending is tracking along, but the revenue is kind of trailing behind a little bit if you will.

Next week is the Auditor's annual update from the Montgomery County Auditor down at Sinclair on Thursday, so I will be attending that just to get his presentation and bring it back to the City.

Thursday, December 7, 2017

The other major item was the Frost, Brown, Todd House Bill 49 litigation. The court case was indeed filed on November 16th or right before our last Council meeting. The judge has been assigned, but they haven't had hearings yet that I have heard about. Frost, Brown, Todd, part of their recommendation is people go slow on updating their Income Tax Code. If you recall we had the first reading of our proposed revisions to the Income Tax Code a couple of weeks ago and then our own Law Director and Frost, Brown, Todd said we probably should go a little bit slow and do it in January to finish that up. Frost, Brown, Todd did provide draft Income Tax Code paragraphs of the Ohio Revised Code relating to the centralize collection of business tax returns, which I had ignored in the tax update I do and just did the other more non-controversial things and we have had the first reading on that, but the package that Frost, Brown, Todd gave us seems to relate just to the centralized collection stuff. We just got it yesterday, so we still need to review that and of course make sure all of our references tie together and all that kind of stuff. We will probably hold that off until January, but we could go back and do an Ordinance for the non-controversial definitions we have already started and just suspend it for now until we hear more.

There were no additional questions or comments.

b. Economic Development Department

Mayor Flaute turned the floor to Mr. Murray for the update from the Economic Development Department.

Mr. Murray: You've got my list in front of you there, so I will drop down to Wright Point. Space Dynamics is in place and all of the work there had been done some time ago. Stealth Entry is now in place and we completed those tenant improvements as well. Tenet 3, it looks like they are moving forward on the additional space much quicker than what we thought. They may be taking that whole suite. I think about a month ago I told you they would take about 1/3 and the 2/3 later, but it looks like we are going to meet on them taking the whole thing here shortly. That would almost be a tripling of the space they are using right now. CDO is done and they are in place. SPGlobal is done as well, but I am still waiting on the lease to be signed and that was sent out last week. They are in place and that lease has been signed and CDO is looking for some additional space, so you will see a Letter of Intent coming here pretty soon for that. All the capital improvements you see there are the tenant spaces and they are all completed.

I did meet with Eintracht and we talked about not getting the ODNR grant and where to go from there. We are going to look at the sewer project separately and then apply for the grant in May of next year. I did get their financials and they did break even or just about for the year, which is a good thing for them. I see that as a good thing because they still have a lot of room for additional rentals, so I am going to try to help them with that to bring more people in the Club and for them to make more money. They took out of savings \$36,000.00 to do improvements to the building there, so again it works out for us. They are maintaining that capital investment for us and again they spent \$36,000.00 this year. I guess that is about it. Do you have any questions?

Deputy Mayor Curp: When you have these meetings and work on these leases, is Lori taking part in those also? Mr. Murray: Not so much, no.

Mayor Flaute: CIC, are we doing anything with that or moving forward with that? Mr. Murray: The 1st of next year I will be doing that. We did meet with the City of Troy who has a CIC in Economic Development Corporation. I think we got some good information for that and so we will bring both models, the Trotwood model and the CIC from Troy model, and see what your thoughts are as well as I will suggest some people for that board. Mayor Flaute: That hasn't fallen off the radar? Mr. Murray: No, it is just a matter of getting to it.

There were no additional questions or comments.

Thursday, December 7, 2017

c. Administration Department

Mayor Flaute turned the floor to Mr. Lohr for the update from the Administration Department.

Mr. Lohr: I will give you just a couple of updates tonight. The Sparky's project, I have been in charge of that for a couple weeks now or about a month. I have contracted with Tetra Tech to take care of that issue with that underground storage tank. As of last week, they had pumped the contents of the storage tank. I haven't gotten any information about the analysis of what the liquid was in that storage tank yet, but I know the volume of it was around 100 gallons, which was a lot less than what we were anticipating. That's good so far. Tomorrow they are scheduled to actually dig out and pull that storage tank. Once they get that done, that will leave most of the project completed. All of the soil around that storage tank has to be pulled out of the ground, set up on plastic sheeting, test it to make sure it is not contaminated before they put it back into the ground which is what we hope will happen because it is not contaminated. If not, it is going to be extra money because we will have to pay to dispose of that contaminated dirt and then buy clean fill and fill it back in. Regardless, we should be done before the end of the year with that whole project.

Health insurance, we unfortunately as I told you by email we did not get accepted into the Ohio Benefits Cooperative. Our recent claims history was just too full of high claims. From what they have told us, they like us as a pool to become part of the OBC, but just not right now. We are just too much of a risk, so we had our current broker Marsh McClennan go ahead and work up quotes as we were getting the OBC review, so that was good for us. We met with Marsh McClennan last week and they gave us all the quotes. Anthem did not give us competitive rates, so initially they said something like 39% renewal, so Marsh McClennan got all the other quotes. We had a better quote from Medical Mutual, which was around 19%. They took that back to Anthem and asked if they could match that, they said no, but they would give us 24%. That's not going to cut it, so right now we are looking at a change to Medical Mutual. Through all this process with talking with the employees about switching to the OBC, the big thing was and one of the things they missed was the option to pick a PPO plan in addition to a high deductible plan. Next year we are planning on offering with Medical Mutual the high deductible plan and the PPO plan. The way it works out, because we give a contribution to the high deductible plan and when you look at the cost there the PPO is actually very affordable to us on the City level. It will cost the employee more because they pay more in premiums, but if that is the type of coverage they are looking for it works for both the employee and the City.

One of the switches that we are looking at doing and we haven't finalized the deductible contribution amount is we would like to switch from Health Savings Account to a Health Reimbursement Account. Right now the Health Savings Account, if you are not familiar with it, the employee holds the account, we deposit money into that account and they have to use it for qualified medical expenses. If they don't use it, it stays theirs. With a Health Reimbursement Account, we take all that money, put it into an account, and it is there to reimburse medical expenses directly out of that account. If the employee doesn't use the full amount for the year, it goes back to the City. For us it makes sense for us to be able to save a little bit on the cost, but still ensure that we are paying employee's medical expenses. Previously we have paid 80% of the deductible, but we will be proposing to the unions that we reduce that to 68% which would reduce our costs somewhat for that. We still feel it would give a good chunk of change there for the employee to be able to reimburse themselves for medical expenses. We will be asking for Council to approve a resolution for us to enter into a contract with Medical Mutual this evening. I know it is short notice, but unfortunately it is because of all the review process that we have kind of put our backs to the wall so to speak in being able to get it approved and get us onto health insurance on January 1.

Mr. Fullenkamp: Is there a way for us to get into a risk reduction plan? I'm going to bring up the one thing, smoking, for instance. Do we offer? We could go to a totally no smoking organization and that is one way we would reduce our risk, but the other thing is to offer stop smoking programs and that sort of things and it is a less aggressive approach. Have we looked into risk reduction programs for the City? Mr.

Thursday, December 7, 2017

Lohr: Not risk reduction programs. Maybe we are using two different terms, there are wellness programs that were available with Anthem in 2017 and in previous years, but have just not been widely pushed by staff or utilized by staff. Medical Mutual does have a wellness program which includes things like smoking cessation and things along those lines that we should take advantage of in the future. Mr. Fullenkamp: Some organizations are just prohibiting smoking. Mr. Lohr: I have heard that. I'm not aware of any public sector ones, but I know some people who work at Reynolds & Reynolds. Mr. Fullenkamp: And some of the hospitals. Mr. Lohr: They will charge lower rates for employees who are not smokers versus smokers. That is an option. Mr. Fullenkamp: I don't know if that changes our profile or not or whether these are just unique circumstances over the last year and whether these are one off events or things we think will continue to happen. Mr. Lohr: Looking at the health conditions in there, the vast majority of them are not lifestyle. They are just medical conditions that happen and I think we are just in a rough streak; I don't know what else to call it. A lot of the conditions on that high claim list will resolve themselves naturally and then others will pop up and will come and go. We are just in the rough spot right now.

Mr. Fullenkamp: What would happen if we were in the OBC program and those things cropped up? They couldn't remove us from the plan, correct? Mr. Lohr: I don't believe they could remove us. The high claims would impact the pool, but because it is a larger pool some of that would be pushed off onto other people and really that is what we are looking for because we are so small when we hit a rough patch like this we just get slammed. Maybe we should consider the OBC in the future once some of our high claims clear up and we are better suited for it. Mr. Fullenkamp: Do you know when we can reapply? Mr. Lohr: We can apply every year if we want to, so we can try again next year and see if it works out for us and hopefully those claims have resolved themselves.

Mrs. Lommatzsch: Are most of the claims due to accidents or medical conditions? Mr. Lohr: Medical conditions. I can't recall all of them off the top of my head. I don't know that there were any that were. Mrs. Lommatzsch: Job related? Mr. Lohr: No, those would be covered by Worker's Comp, so that is separate.

Mr. Denning: There are companies out there that charge a large difference if people have smokers in their family. What I would want to know is if talking to our broker if we could get lower rates if we charged an extra \$25.00 a week or whatever the answer is. If you stop smoking in the next 6 weeks, we will get you on all the cessation stuff and all that and then you get the lower rate. That may get us a lower insurance rate. Mr. Lohr: I can check into that. Mr. Denning: I know because it got my son to stop smoking and I thought it was great. Mayor Flaute: A company I worked for in the mid-90's started that and we were the first ones to start that no smoking and the insurance rates were a lot lower. It's out there. Mr. Lohr: I can look into it and see what it looks like.

Mr. Smith: Since you are poking the elephant and you want to talk about smoking, what about obesity? Mr. Lohr: I don't know why you are asking that question of me, Mike. We didn't talk about that, but that is something that other places do. They require you to take positive steps to improve your health in that way and it probably is the fair thing to do if we throw smokers under the bus that we address obesity as well.

There were no additional questions or comments.

d. Planning and Program Management Department

Mayor Flaute turned the floor to Mr. Taylor for the update from the Planning and Program Management Department.

Mr. Taylor: What I'm handing out here are updates for our NIP program, which is if you remember through the Land Bank for the demolition of houses. This is the first round and we have about twice as many houses that should be coming down and the other half should be coming in next year. The ones highlighted are the ones that are already down. We had an issue with one on Derwent where they after they tore it down and seeded it somebody thought it was a great place to ride their four wheeler

Thursday, December 7, 2017

and tore it up. We've got Mr. Tom Lockett from the City of Kettering who manages for the Land Bank and I actually got a call from a citizen and I was very appreciative of that to let us know that had happened. We passed that on and he was already on top of it because he had seen it. They are scheduling to get that redone. I haven't checked on it to see how bad it is, but he was on top of it. This is kind of where we are at with the other ones as an update. Mrs. Lommatzsch: Do we know who the four wheeler was? Mr. Taylor: No. Mrs. Lommatzsch: Somebody knows. Mr. Taylor: I don't know. There are a lot of four wheelers in town.

The other thing, we had the Miami Valley Planning and Zoning Workshop and we had a big turnout. I know Mr. Mike Denning attended and we had three Planning Commission members join and then my staff went. They had some really great and different topics and presentations and I'm hoping everyone can get together to talk about them yet, so I'm hoping we can get some good information out of that. I followed that up Wednesday with the Miami Valley Communications Council. I didn't realize what all they do, but they have different roundtables. They have an HR roundtable that meets every other month, they have the administration roundtable I think that we participate in and they started a planning and zoning roundtable that we went to which we are going to meet quarterly.

What was interesting is I didn't realize how much they do a lot of different trainings, a lot of opportunities and since we are a member, a lot of those trainings are either free or very limited cost. I am imploring staff and Council to jump on their website. They have got a lot of great stuff and the one thing they do have coming up that I wanted to share and I need to forward this to the City Manager and the Clerk is on February 7th they have a newly elected Officials training. It is a one day seminar and I have heard it is really great, but it is not just for newly elected Officials they also encourage folks who have been on boards to participate in it as well. It is pretty much for anyone who is an elected Official. I'm not sure, you can either contact me or I will forward it up to the correct staff. If you want to go, it is a great opportunity and since we are a member I would say take advantage of it.

We have been doing budgets and end of year POs. We talked about NIP and then I have been working with the Source Water Agreement, so you will be seeing one of those either at not the special meeting, but the next scheduled meeting in January to get that agreement sorted out because we have been going back and forth about some language and some budget. Hopefully that will be coming up soon other than that.

There were no additional questions or comments.

ITEM 13: PUBLIC COMMENT ON AGENDA ITEMS

There were no requests for public comment on agenda items.

ITEM 14: UNFINISHED BUSINESS

A) RESOLUTIONS

- I) Resolution No. 17-R-2320 authorizing the City Manager to sign a Memorandum of Understanding (MOU) with Mad River Local Schools for the Stebbins Student Revitalization Program.**

Mr. Carpenter: This resolution I will have to withdraw one more time. We are still working on sorting out the MOU. Brock and I both have talked with the Superintendent and the Finance Director over there. We are just going back and forth on some of the language and in fact today we just sent some language back and forth. I do expect to have it finalized and on the agenda for the 21st.

Mr. Denning: Are we going to be able to get them in there before that to go ahead and do work without? Mr. Carpenter: I have talked with the Law Director and I have talked with our insurance carrier. The insurance carrier was requiring they provide a certificate that names us and they already have done that, so I have that, but they

Thursday, December 7, 2017

also inquired about some waivers and I haven't received any copy of a waiver or anything that the students would sign. If we have that, then the City should be covered and then the students could get in there and start doing some work. I know because I know they have been planning and they are chomping at the bit to get that started. Mr. Carpenter: We are working on trying to get together, Mr. Taylor, myself, Mr. Ellender, and Mr. Wyen, to hammer this out and get the kids started. I think it is a great project, we just need to get it right from the beginning.

ITEM 15: NEW BUSINESS

A) ORDINANCES

I) Ordinance No. 17-O-644 making supplemental appropriations for current expenses and other expenditures of the City of Riverside, State of Ohio, for the period January 1 through December 31, 2017.

Mr. Carpenter: This is another one we need to modify. This is the thing when you are expecting some information and you don't get it. This is the modified exhibit, so this Ordinance really what we are asking for today is the \$30,000.00 for the feasibility study. On the original copy was the Brantwood supplemental and that agreement is expected from CESO's attorney next Tuesday and then it will be looked over by our Law Director and then I should have it ready for the 21st. Also, is the \$25,000.00 for the Stebbins project and that should be there for the 21st as well. We do need to ask for the supplemental for the feasibility study for today.

A motion was made by Mrs. Reynolds to approve the reading Ordinance No. 17-O-644 for the first time in its entirety. Mr. Denning seconded the motion.

The Clerk read Ordinance No. 17-O-644 for the first time in its entirety.

There was no discussion on the motion.

All were in favor; none opposed. **Motion carried.**

A motion was made by Mrs. Reynolds to approve the reading Ordinance No. 17-O-644 to suspend the rule that dictates the number of days between consecutive readings of ordinances. Mr. Smith seconded the motion.

There was no discussion on the motion.

All were in favor; none opposed. **Motion carried.**

A motion was made by Mrs. Reynolds to read Ordinance No. 17-O-644 for the second time by title only and approve its final adoption. Mr. Denning seconded the motion.

The Clerk read Ordinance No. 17-O-644 for the second time by title only.

There was no discussion on the motion.

All were in favor; none opposed. **Motion carried.**

B) RESOLUTIONS

I) Resolution No. 17-R-2321 setting forth appointment of Chuck Evanhoe to the Board of Tax Review for a two year term beginning January 1, 2018 through December 31, 2019.

Mr. Carpenter introduced Resolution No. 17-R-2321 appointing Chuck Evanhoe to the Tax Review Board.

Thursday, December 7, 2017

A motion was made by Mrs. Lommatzsch to approve Resolution No. 17-R-2321. Mrs. Reynolds agreed. Mr. Denning seconded the motion.

There was no discussion on the motion.

All were in favor; none opposed. **Motion carried.**

II) Resolution No. 17-R-2322 setting forth appointment of Stanley Leszczuk to the Board of Tax Review for a two year term beginning January 1, 2018 through December 31, 2019.

Mr. Carpenter introduced Resolution No. 17-R-2322 appointing Stanley Leszczuk to the Tax Review Board.

A motion was made by Mrs. Reynolds to approve Resolution No. 17-R-2322. Mrs. Reynolds agreed. Mr. Denning seconded the motion.

There was no discussion on the motion.

All were in favor; none opposed. **Motion carried.**

III) Resolution No. 17-R-2323 by the Riverside, Ohio City Council authorizing the City Manager to enter into a Letter of Agreement with Julian & Grube, Inc. to provide services to convert cash basis financial information to accrual basis information at a cost not to exceed \$8,300.00 per year for the years 2018 and 2019.

Mr. Carpenter introduced Resolution No. 17-R-2323 authorizing a Letter of Agreement with Julian & Grube.

A motion was made by Mr. Denning to approve Resolution No. 17-R-2323. Mr. Smith seconded the motion.

Mr. Fullenkamp: I just want to bring up that I called Julian & Grube today and talked to Steve Julian regarding the difference between a basic financial statement and a comprehensive financial report. The reason I wanted to have some clarification on this was I know we are preparing to look at having a city bond rating and I wanted to know whether there would be a benefit to having a coffer comprehensive report as opposed to a basic financial statement. He indicated yes and I spoke to the City Manager and I suggested that we should investigate that a little bit more. I'm not suggesting that we put this off, but I'm suggesting that we investigate whether with bonding agencies and bonding people that this is something that may be worth a little extra money to get it done using the comprehensive. Mr. Carpenter: After we spoke, I did reach out to Mr. Brossart who is doing our BAN renewal for Wright Point. He did respond shortly before the meeting and said that this GAP conversation is sufficient for bond rating and really doesn't make as big of a difference. Mr. Fullenkamp: Thanks.

There was no further discussion on the motion.

All were in favor; none opposed. **Motion carried.**

IV) Resolution No. 17-R-2324 authorizing the City Manager to enter into a Depository Agreement with PNC Bank for the deposit of public funds for the period of November 1, 2017 through December 31, 2022.

Mr. Carpenter introduced Resolution No. 17-R-2324 authorizing an agreement with PNC Bank for the deposit of public funds.

A motion was made by Mrs. Reynolds to approve Resolution No. 17-R-2324. Mr. Denning seconded the motion.

Thursday, December 7, 2017

Mr. Denning: Is this something we have to do every five years to pick our bank? Is that the reason we are doing this? Mr. Carpenter: I will let Mr. Garrett elaborate. Mr. Garrett: There are actually two purposes. One, yes we do have to pick a bank every five years. Secondly, the State of Ohio recently changed and came up with an alternate collateral pool. Right now the bank has to underly all deposits of government funds and there is a mechanism that has been in place for several years. They have come out with a new alternate approach called the Ohio Pool Collateral System and PNC Bank is opting to use this alternate approach, so they are revising their depository agreement to allow them to do that.

There was no further discussion on the motion.

All were in favor; none opposed. **Motion carried.**

- V) Resolution No. 17-R-2325 authorizing the City Manager to enter into an agreement with Medical Mutual of Ohio to provide health insurance to eligible Officers and employees of the City for the period January 1, 2018 to December 31, 2018.**

Mr. Carpenter introduced Resolution No. 17-R-2325 authorizing an agreement with Medical Mutual of Ohio for health insurance.

A motion was made by Mrs. Reynolds to approve Resolution No. 17-R-2325. Mr. Denning seconded the motion.

There was no discussion on the motion.

All were in favor; none opposed. **Motion carried.**

- VI) Resolution No. 17-R-2326 recognizing the Mad River Lions Club's "Project Share" as a function that promotes the public health, general welfare, and contentment of the citizens of the City of Riverside.**

Mr. Carpenter introduced Resolution No. 17-R-2326 recognizing the Mad River Lions Club and their fundraising event, "Project Share."

A motion was made by Mrs. Lommatzsch to approve Resolution No. 17-R-2326 and to make a donation in the amount of Five Hundred dollars (\$500.00.) Mr. Denning seconded the motion.

Mr. Denning: Do we have enough in the account to cover that? Ms. Arnold: Yes, I double checked today.

Mrs. Reynolds: Mayor, I will just say I had an opportunity to ask some questions before the meeting and I think it is something that should be noted. The Lions are going to serve 100 families this year, 6 families with food only, 75 families with food and toys for children, and 20 seniors. I think that is just great and I appreciate all of the work that you all put into this and thank you for thinking of the residents in our community and the children of our community and doing this for them. I appreciate it.

There was no further discussion on the motion.

All were in favor; none opposed. **Motion carried.**

ITEM 16: PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Frank Smith of Byesville Boulevard requested to speak before Council regarding updates on cases with S&S Trucking and B&M Towing and issues with mopeds and dirt bikes on Byesville Boulevard.

Mr. Frank Smith: I just wanted an update on where we stand with Mike Stumpf and S&S Trucking out of my own curiosity. I don't want it swept under the carpet, so is

Thursday, December 7, 2017

there something? Mr. Carpenter: There is a BZA hearing scheduled December 12th for B&M Towing and Mr. Taylor, can you help me with the date on the other? Mr. Taylor: December 14th is his pretrial. Mr. Carpenter: Yes, the December 14th pretrial date for S&S Trucking. Mr. Taylor: I don't think we get an invite to that, it is just his arraignment. Mayor Flaute: So we are moving forward and it is in the courts now. It will get done.

Mr. Frank Smith: Okay. One other thing, down on Byesville there has been a lot of mopeds and dirt bikes. These kids are just flying down the street and I can't tell you the last time, no offense to you, I can't tell you the last time I saw a cruiser down there. Here lately there have just been a lot of these little miniature dirt bikes and mopeds. These are not going slow; I mean they are going 50 mph down Byesville. They are flying. This is all day long. These kids are tearing Byesville and Derwent and these kids are just flying up and down these streets. They are not stopping at stop signs; they are just flying down the streets. They are just tearing the streets. Mayor Flaute: Chief, if you would make note of that and get somebody down there. I don't know how you can ticket a juvenile. Mr. Frank Smith: They are getting horrible and there is no way that they could stop as fast as they are going. They are kids on Byesville all the time walking and these kids are just flying with no regards for anybody or anything. The park there at the end of Byesville, that grassy area, they are tearing it up down there, these kids on little motorcycles or whatever they are flying up and down the streets. Mayor Flaute: Thank you, Mr. Smith, we will see if we can get some more enforcement over in that area.

There were no additional requests for public comment on non-agenda items.

ITEM 17: COUNCILMEMBER COMMENTS

Mrs. Lommatzsch: I was at the Dayton Library today for the MVRPC Board meeting at 8:30 and the regular meeting at 9:00 and I would like to say that the MVRPC unanimously approved the 35 improvement. There were some vocal comments, but no "no" votes. We are going to encourage as was appropriate that there were severe backups both east and west on 35 today at meeting time and the Chair was actually late because she was in that. I thought karma is interesting. Mayor Flaute: Thank you, Mrs. Lommatzsch. I have heard some many complimentary comments for your work on that board and you know this is near and dear to my heart. Thank you.

Mrs. Lommatzsch: Then I went from there to the Affordable Housing meeting in the County building. It was very interesting. I guess OHFA and help me with that acronym. Mr. Murray: Ohio Housing Finance Authority. Mrs. Lommatzsch: Right. They have changed a lot of their rules going forward in 2018 and projects like you see up on Harshman. I did voice my displeasure about the road conditions on Harshman to that board; it didn't do any good, but I did voice that. We are not going to be seeing probably and they think it will probably take a couple of years before the finance organization changes the rules again, but they are not going to be building complexes like this. This is going to be one of the last ones and then the one on Brandt. They are not going to be funding for separate housing, they are going to be dormitory type apartments because with the funding mechanisms they can't afford elevators, single housing, and no common space. The situation is not going to be very pleasant as many of the folks in the business voiced that and I don't understand exactly the reason for their change of financing tool, but this will be one of the last ones we will see and I don't think we want any dormitories in Riverside for seniors.

Mrs. Reynolds: Today is December 7th and as we have all heard so many times, this is a day of infamy. I heard a lot on the news this morning and you know how you have all the reports, but the one staggering thing is the 1,100 sailors at the bottom of the sea. We don't think about that. We don't think about the service. A bright sunny afternoon and they were dead by that evening. Mrs. Lommatzsch: Ultimate sacrifice. Mrs. Reynolds: What a sacrifice and we should all remember those people. That's all I needed to say. Thank you.

Mrs. Lommatzsch: I have one other thing to say, we will be having at the next Council meeting for our departing members a cake. What time are you planning to do that at 6:00? Well, we need to let these folks know in case they would care to

Thursday, December 7, 2017

have family members come or for any of the public who would like to join us. Mayor Flaute: It needs to be put on Facebook. Mrs. Lommatzsch: Please, can we see to that. The invitation is extended to the community to thank our outgoing Council members. Mr. Smith: I would like chocolate cake. Mrs. Lommatzsch: We can probably make that happen.

Mayor Flaute: I just have a few. I only had five weddings last month, so I guess it hurts when I leave town. Another thing Council talked about was that our Clerk we thought she shouldn't be attending BZA and Planning Commission. Our Law Director did not care for that idea at all. She says it is very important that whenever we have a case that our Clerk be there. If it is okay with everyone, whenever there is a case the Clerk will be there and if it is a Planning Commission meeting where there is not a case then we would just go by the recording.

I just want to talk a little bit about some of the stuff I have heard and have been working on your behalf. On December 13th, Judge Blaine will be at Debbie's Restaurant 4:30-5:15 p.m. If anyone has anything that they want to talk about as far as the opioid problems and those types of things, Judge Blaine would like to hear from you. I have that information up here and as I said he will be at Debbie's Restaurant on Valley Street on December 13, 2017 4:30-5:15p.m. If anyone wants to talk to the Judge, please consider going to Debbie's on that day.

There was a lot of talk at the OML Conference about the opioid problems and we are addressing it. It is something that not only is Riverside, it is Ohio, it is the United States, and we are all working on it. There was a lot of talk about that and guns with employees in the workplace. There was an employee and I can't remember what city now in Ohio, there was a domestic dispute and the husband came into the City offices and shot and killed his wife. There were lawsuits because the wife could not defend herself. There has been a lot of stuff coming about employees and their rights to have guns in the workplace. I talked to the City Manager and we are updating our Policies on that to make sure we are in line with what the State of Ohio is doing. There was lots of talk about centralized collections as our Finance Director talked about. It is a shot and could go either way. Our telecommunications update is our right of way ordinance is up to date. AT&T wants to put a whole bunch of stuff in our right of way and we need to keep our ordinances up to date and make sure we our ordinances can stop that from happening.

The last thing is feral cats. They talked about feral cats and if you feed them, they are yours. If you've got someone in your neighborhood who is feeding feral cats and they have a bunch of cats coming to their house eating their food, that means they own them and that means our Zoning Department can claim a nuisance on them if they have got too many feral cats. We need to make sure we get updated on that, but it is a problem and I've been hearing about it ever since we became a city. There are some changes being made on that. If you feed them, you own them. Some cities have been successful at that. Mr. Denning: What if three neighbors are feeding them? Then who owns them? Mayor Flaute: I don't know the answer to that. Deputy Mayor Curp: If you feed them and you own them, are they not feral anymore? Mr. Denning: Exactly. Mayor Flaute: At least it is somewhat a solution to a problem we have never had a solution for. Mr. Smith: Really that's not a solution. Mr. Denning: It's just a definition. Mayor Flaute: It's that the Zoning Department can get them. I guess I am going to recognize Mr. Smith, but make it real short. Mr. Frank Smith: S&S Trucking feeds them all the time. Mayor Flaute: Thank you.

As far as the NLC Conference, there are two things I am working on that came from that conversation and some of the things. We need some bikes on our bike path. Most of you know that downtown they have bikes that they can drive around town. They are a bit expensive downtown, but I ran into a group that said we can do it a whole lot cheaper if we put those kind of bikes on our bike path for recreational purposes. I talked to Five Rivers and they said there is no room on the right of way to put them there, but we can put them on private property. Just in my own little mind, I am hoping that Parks and Rec will take this up if it is a viable thing to do, but one at maybe K-Mart, one at Dairy Queen, one at Eastwood Park, and one at the Air Force Museum or even across from the Air Force Museum. We are working on that.

Thursday, December 7, 2017

Mr. Denning: RTA put a lot of funding into the ones that are downtown. Mayor Flaute: That's one of the things this bike share talked about is you need to get buy in from owners of properties. Mr. Denning: When he was doing his speech about RTA and how great it was and all that, that was one of the big things that he pushed that they funded 90% of those bikes somehow. Mayor Flaute: One of the reasons they did is they did is because they want to have the last mile and the first mile. If you get on a bus, you can get on a bike. It is \$5.00 for a half hour and if you don't check in at the half hour, they charge you \$3.00 more. It is expensive, but it is obviously working downtown because they keep them there.

Mrs. Lommatzsch: Do you know how they maintain those? That is the big expense. You have to have a garage facility to maintain the bikes. You are not talking about just planting some bikes out there by the bike path. There is a huge budget that goes with it. I was at MVRPC. Mr. Denning: I think RTA handles all of that. My understanding and the little bit that I got out of the speech. Mrs. Lommatzsch: They are maintained at a portion of the RTA's garage, but there is a specific garage for that only. They have vehicles that go around routinely all day long repairing and fixing bikes. Mr. Fullenkamp: We will let the Service Department do it. Mrs. Lommatzsch: Right. Mayor Flaute: We will look into it further. I just got back. Mrs. Lommatzsch: If that is a doable thing, I don't think Riverside can afford it. However, as a county wide venture, I think that is the approach you have got to take is it would be bikes parked all over the bike path. I've seen the budget; I don't have it right off the top of my head. I was in on all the voting on that and it's a major undertaking and liability. I'm not opposed to it, I'm just thinking to do it individually I don't think is something we can afford.

Mayor Flaute: The other thing is I was talking to some people who have solar farms. I know Mr. Winning is not here tonight, but I did not believe Ohio has enough sun for solar farms and I was wrong. We have plenty of sun to make a solar farm work. I've got some people on board that we are talking to again, but to make sure this is going to work we want to put it over at the DANIS dump. We need at least 10 acres and I think there are about 40 over there. That might make a really good place for a solar farm and the nice thing about it is if you as a resident want to buy a panel instead of putting it on your house and making sure it is the right direction and all of that, you can buy a panel in our solar farm and you will get money for owning that. Again, there is a lot of work to be done. I've asked Mr. Winning to help me on that and I will have more information as we move forward. Again, it is not a city expense because there are folks that do that and I'm working hard on that. That is about all that I have at this point.

There were no further comments from Council.

ITEM 18: ADJOURNMENT

A motion was made by Mrs. Reynolds to adjourn. Mr. Smith seconded the motion.

There was no discussion on the motion.

All were in favor; none were opposed. **Motion carried.**

The meeting was adjourned at 8:26 p.m.

William R. Flaute, Mayor

Brenna Arnold, Clerk of Council