

Pride ~ Progress ~ Possibilities

**Riverside Municipal Building
5200 Springfield Street, Suite 100
Riverside, Ohio 45431**

November 4, 2021

Council Meeting

6:00 P.M.

City Council

PETER J. WILLIAMS, MAYOR

BEVERLY CAMPBELL
MIKE DENNING
APRIL FRANKLIN
BRENDA FRY
SARA LOMMATZSCH
JESSE MAXFIELD

Josh Rauch, City Manager

Katie Lewallen, Clerk of Council

Calendar for Year 2021 (United States)



January

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Please place all cell phones in silent mode before the meeting begins.

RIVERSIDE CITY COUNCIL

**Riverside Administrative Offices
5200 Springfield Street, Suite 100
Riverside, Ohio 45431**

**Thursday, November 4, 2021
Business Meeting 6:00 P.M.**

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) EXCUSE ABSENT MEMBERS
- 4) ADDITIONS OR CORRECTIONS TO AGENDA
- 5) APPROVAL OF AGENDA
- 6) PLEDGE OF ALLEGIANCE
- 7) MINUTES – Approval of minutes from the October 14, 2021 work session and the October 21, 2021 council meeting.
- 8) BOARDS & COMMISSIONS APPLICANT – Paul Howard for Parks & Rec Commission
- 9) ACCEPTANCE OF CITIZEN PETITIONS
- 10) DEPARTMENT UPDATES
 - A) Police Department
 - B) Fire Department
 - C) Public Service Department
 - D) City Manager Report
- 11) PUBLIC COMMENT ON AGENDA ITEMS
- 12) NEW BUSINESS
 - B) RESOLUTIONS
 - I) Resolution No. 21-R-2725 – Authorizing the finance director of the City of Riverside to seek advance payment of collected taxes for the tax year 2021.
- 13) PUBLIC COMMENT ON NON-AGENDA ITEMS
- 14) COUNCIL MEMBER COMMENTS
- 15) ADJOURNMENT

*If you need special accommodations to attend this meeting,
please notify the City of Riverside at least 72 hours in advance by calling 937.233.1801.*

**CITY OF RIVERSIDE, OHIO
CITY COUNCIL COMMUNICATIONS**

MEETING DATE: November 4, 2021

AGENDA ITEM CAPTION: Minutes

ADMINISTRATIVE COMMENTS: Consider the approval of the minutes of the October 14, 2021 work session and the October 21, 2021 council meeting.

STAFF RECOMMENDATION: It is respectfully recommended that the Mayor and City Council approve the minutes of the referenced meetings.

EXHIBITS: Draft minutes.

SUBMITTED BY: Katie Lewallen, Clerk of Council

APPROVED FOR COUNCIL CONSIDERATION: Josh Rauch, City Manager

ACTION TAKEN

MOTION:

MADE BY: _____ SECOND BY: _____

FOR: _____

AGAINST: _____

APPROVED () DENIED () TABLED ()

OTHER (EXPLAIN):

COMMENTS/STAFF FOLLOW UP:

Thursday, October 14, 2021

CALL TO ORDER: Mayor Williams called the Riverside, Ohio City Council Work Session to order at 6:01 p.m. at the Riverside Administrative Offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

ROLL CALL: Council attendance was as follows: Ms. Campbell, absent; Mr. Denning, present; Mrs. Franklin, present; Ms. Fry, present; Deputy Mayor Lommatzsch, present; Jesse Maxfield, present; and Mayor Williams, present.

Staff present was as follows: Joshua Rauch, City Manager; Chris Lohr, Assistant/Interim City Manager; Kathy Bartlett, Public Service Director; Gary Burkholder, Community Development Director, Tom Garrett, Finance Director, and Katie Lewallen, Clerk of Council.

PLEDGE OF ALLEGIANCE: Mayor Williams led the pledge of allegiance.

EXCUSE ABSENT MEMBERS: Mr. Denning motioned to excuse Ms. Campbell. Deputy Mayor Lommatzsch seconded the motion. All were in favor. **Motion carried.**

ADDITIONS OR CORRECTIONS TO AGENDA: There were no additions or corrections to the agenda.

APPROVAL OF AGENDA: Deputy Mayor Lommatzsch motioned to approve the agenda. Mr. Denning seconded the motion. All were in favor. **Motion carried.**

WORK SESSION ITEMS:

I) Montgomery County Transportation District (Phase 4 Harshman/Woodman, Springfield to Airway Project) – Steve Stanley, Executive Director of MCTID

Ms. Bartlett stated she needed input on two projects: the repair of the Harshman wall, and the realignment and reconstruction of the roadway. The boards show what the alignment will look like and the cross-section. It also has a bikeway for most of the length. She introduced Steve Stanley and Crystal Corbin from the Montgomery County Transportation District. They will discuss what they can offer the Woodman Phase 4, Airway to Springfield Project.

Mr. Stanley stated that he has been the Executive Director of the Montgomery County Transportation District since 2001 when it was formed. They are a local government formed by the county commission. It was created in the mid-1990s under the ORC, not required, but permissive. It was created specifically to help pursue the expedition and financing of large important transportation projects with related infrastructure. He reviewed the history of the creation of the TID.

He stated the type of activity they pursue is in the main line of infrastructure, financing, design and construction, roadways in particular. Activities include: planning/finance, preliminary engineering and design, right-of-way acquisition, quote contracts and supervise construction, and following administration and maintenance. The roles they play in fulfilling any of those project responsibilities vary quite a bit. They have taken the role of advisor/technical resource, project finance – the biggest and most important role they play, project manager, and turn-key project delivery.

He stated that they don't do any work with any local government without a specific written project agreement that memorializes the terms of how the TID will work in the project. TID project involvement always is at the request of another government. Roles and responsibilities of all parties are written into a formal project agreement. Most projects are broken down into two stages. The first is phase one and the process of preliminary design like a piece of roadway until they have enough information on what they are building and how much it will cost. During that phase the TID is helping local government and working with others to figure out the best way to bring other people's money to the table and how to put the infrastructure together. Phase two is determining if the project advances both by the

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local government and by the TID. The resources the TID brings are limited. The ORC gives some special limited powers to the TID. One of those powers is not necessary for the TID to competitively bid any of the construction contracts or service they pull. In a project with federal money, that special power does not come into play. Requirements that accompany someone else's money usually preclude that and is not an important consideration. It becomes important when they participate in large-scale economic development projects. He anticipated the city would be trying to attach federal money to this project. They do have the ability to bring some modest competitive ODOT TID competitive grants that are only available in Ohio to registered transportation improvement districts. The most valuable thing they bring is a focused 'project first' mentality. The city has to do a lot of balancing with other projects. They have a five-member board and are focused on the project and to advance it with the partners that are engaged. They are experienced in doing that.

Mr. Stanley reviewed past Montgomery County TID projects:

- I-70 Interchanges @ Brandt & Old Troy
- Austin Landing
- Austin Interchange
- Union Airpark Boulevard (for P&G)
- Brookville Market Street
- Montgomery County Fairgrounds
- Deeds Point Pedestrian Bridge

Current Projects Include:

- 70/75 Airport Logistics Access (US 40)
- I-675/Wilmington Interchange
- Martindale/Frederick Waterline
- Dog Leg Road/Old Springfield Road (for Amazon)
- Jackson Road
- Peters Pike/Lightner Road

Mr. Stanley stated for Riverside they would assist however the city would like them to. The TID role that makes the most sense would be a full turn-key project delivery. They would engage the engineering firm, work with ODOT and begin the design process while trying to figure out how they help bring some other money to the table. They would ultimately construct it and then turn it over to the city for maintenance though it does not have to be that way. It is the city's choice. They would be engaged in it to figure out how to pay for it. It would likely be a two-phase agreement: phase 1 – design and financing, phase 2 – right-of-way acquisition and construction. They do anticipate federal money being involved in this. It would be a very systematic way to approach this. He listed key issues: coordinating with Wright-Patterson and the Council of Governments, obtaining state and federal dollars for bulk of the construction costs, and enhancing the City's ability to finance local share of roadway construction and maintenance costs. He stated that Riverside already has a very capable service director and they don't have to usurp those powers as they have someone who can do it.

Deputy Mayor Lommatzsch asked how they qualify for state funds as she understands the federal funds portion. Mr. Stanley stated he did not know the answer for that; it is something they would need to figure out to answer. ODOT money can go into a lot of different roadways. It is frequently invested in local roadways. Deputy Mayor Lommatzsch thought it needed to have a state route involved. Mr. Stanley stated he did not think that was the case. He provided an example of the Austin Interchange and relocating Byers Road. It terminated next to where they built one of the ramps, but from the beginning they planned to remove the road to the west as they improved it. Most of the money used was federal.

Mayor Williams asked if he could speak to the type of leverage working with the TID would bring to a project like this from a standpoint of ratios of what the city needs to being to the

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table versus what the TID could help them get access to. Mr. Stanley stated they bring expertise on what makes sense and sells. In this case, they can look at federal money requiring at least a 20% match. Then they look for more than one source to help provide local match or if can they attract federal money faster. A lot is dependent on the specific project.

Mrs. Franklin asked when looking at federal money what is that time line. Mr. Stanley stated with this improvement and starting with no money right now, they are probably looking at four to five years.

Deputy Mayor Lommatzsch asked where the conceptual pictures came from. Ms. Bartlett stated Choice One, but they may not be who is used for the project. It could be a TID decision. Mr. Stanley stated that they would involve staff on that decision. Deputy Mayor Lommatzsch asked what timeline are they talking about putting the package together and the city commitment to dollars. Mr. Stanley stated it depends on how far they expect to go in the initial phase; he could have a budget in 60 days. She asked if it would have a ballpark total and the amount the city would need to have. Mr. Stanley replied they would start with what the city dollars would be on the table to advance the project from where it is now to where they would be able to coherently talk about how much money it would likely cost as they would have enough engineering work done to figure out the dos and don'ts and problems would be. During that time, they would figure out where to pursue dollars.

Ms. Bartlett stated that it sounds like with federal funds on the Harshman wall they are looking at about five years out. CTL does not believe the wall will last five years. When Elne provided numbers, she presented phase one to be done in year one, phase two to be done in year two, and a phase three that would be done in year three. It was noted it would be cheaper to do it up front to save on maintenance of traffic costs. It is \$450,00 to do it all at once or \$525,000 over three years. They have money in the budget to start design of repairing the wall this year, but funds to make repairs would have to come from next year's budget. As far as the TID, they have money in their budget to get them under contract for them to do their work, \$50,000, and \$10,000 for legal, and then \$250,000 would come out of next year's budget for preliminary design by a consultant for a total of \$310,000 to get the new design started. Mayor Williams asked if the \$50,000 is a one-time retention fee or charge for the project for the TID? She stated it may just be the first phase, but she will find out. Mayor Williams stated it would be good for the rest of council to know the annual budgetary charge for their service plus legal fees and design. He asked if that is something they will have to think about consistently for the life of the project. She stated she will get that. She asked to get the okay to go forward for plans for the wall repair. Deputy Mayor Lommatzsch stated that the liability of not fixing the wall is front and center. If someone gets hurt because they have not maintained it could be a big liability for the city. Ms. Bartlett stated there was a shift to the wall during the summer where two sections bowed out due to heat; they aren't stable. Deputy Mayor Lommatzsch stated the liability of the driver doesn't come into play as the city learned that from the islands, which is why they don't have the islands any longer. It was the driver's fault, but they went to court and it ended up costing the city a lot of money. Mr. Lohr stated that next year is going to be challenging as they are anticipating \$1.5 million for existing complications that does not include repairing the wall. That is an important consideration as to what they can accomplish next year. The \$1.5 million is the top of our borrowing.

Ms. Fry asked if this would be coming at them next week. Ms. Bartlett stated she has money in her budget to do the Harshman repair that was planned for in the 2021 budget. She wants to make sure and they want to repair the wall rather than letting it go. Next week, she will have a resolution for the TID for \$310,000, but would only pay \$60,000 this year and \$250,000 next year. She will check if it is only for the first phase. Ms. Fry asked if they were facing getting started on both efforts with the TID resolution next week, but for the wall it is just a verbal. Mrs. Franklin stated that if they take the two dollar amounts for fixing the wall and the TID, they are looking at \$800,000 and she does not agree with having to finance

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any more money since they are at the cap. It will cost more to do the wall in phases in the long run, but she doesn't know what their financial situation could be next year. Ms. Fry agreed. Discussion continued on costs over the three years for repairs. Ms. Fry asked if her planning requires knowing if they are going to do it in phases. Ms. Bartlett replied yes, because it is putting construction drawings together. Mr. Denning stated they are talking about saving \$75,000. If they finance it, will that be less expensive than the \$75,000 if they put it in phases. He asked if they would have more in the budget should the income tax pass. Mayor Williams stated he doesn't feel they could make that decision even if they are optimistic. Mayor Williams and Mr. Maxfield agreed to do it in phases. Discussion continued of the timeline for the wall. Ms. Bartlett stated it will not be too late for an answer on going forward for the wall repair until after November 2. Mr. Garrett stated that most of the income tax is going to payroll for the fire and police departments. There will not be a lot extra should it pass. Ms. Bartlett stated she will move forward with phase one of the wall repairs and the resolution for the TID. Mr. Maxfield asked if she would give them prior to the meeting the cost over the long term with the TID. Ms. Bartlett confirmed she would.

COUNCIL MEMBER COMMENTS: Mrs. Franklin welcomed Mr. Rauch to the team.

Mayor Williams thanked Ms. Fry for the work she did this week.

Ms. Fry stated she worked with the Girl Scouts in Riverside as they had three troops come out and paint 22 fire hydrants in a short afternoon. Everyone had a great time. It was a beautiful day and turned out to be a lot of fun. Anyone looking to help paint fire hydrants in a group is a lot of fun. There is a blood drive on November 1, from 3 – 7 pm; the blood mobile will be in the city offices parking lot. Those wishing to give blood can sign up on www.donortime.com. There is a large need because of the Delta variant a lot of donations dropped off for the fall when that is usually when it picks up.

Mr. Maxfield thanked Stebbins High School for their STEM event this past Tuesday. It was a true community event as organizations came from all over. He appreciates everything the organizers did for the event. He would like to maybe combine it with the school down south (Carroll High School) to have them involved as well.

Mayor Williams congratulated Stebbins on a homecoming win.

Mr. Denning stated this Saturday is the lights-on matinee for the haunted house. It is a tour of the haunted house and trail during the day. The fire department will be there to show how the Jaws of Life work for an extraction. The police will also be there with the dog. He may be putting on the bite suit again. It is a community event and kids get to trick or treat with the lights on. It will be noon to 4:00 p.m. on Saturday. He stated the 5th grade football team will park cars. The Jaycees donates and they made a two-year commitment. There is a tournament for the 6th grade team and they are raising money. Also, pay attention to the construction where gas lines are going on in the old village. A lot of sidewalks are missing. It will make the city a better place with new gas lines and meters moving to outside the homes.

Mayor Williams added that there are a lot of trunk-or-treats going on and council should send information to Katie or the city manager to get it to the residents to show where they are. Trick-or-treat is on Sunday night, October 31, from 6 – 8 pm.

ADJOURNMENT: Deputy Mayor Lommatzsch motioned to adjourn. Mr. Denning seconded the motion. All were in favor; none were opposed. **Motion carried.** The meeting adjourned at 7:04 pm.

Peter J. Williams, Mayor

Clerk of Council

Thursday, October 21, 2021

CALL TO ORDER: Mayor Williams called the Riverside, Ohio City Council Meeting to order at 6:01 p.m. at the Riverside Administrative Offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

ROLL CALL: Council attendance was as follows: Ms. Campbell, present; Mr. Denning, present; Mrs. Franklin, present; Ms. Fry, present; Ms. Lommatzsch, present; Mr. Maxfield, present; and Mayor Williams, present.

Staff present was as follows: Josh Rauch, City Manager; Chris Lohr, Assistant City Manager; Tom Garrett, Finance Director; Dan Stitzel, Fire Chief; Kevin Miller, Operations Manager; Mark Tilley, Engineering Technician; Gary Burkholder, Community Development Director, Dalma Grandjean, Law Director; and Katie Lewallen, Clerk of Council.

EXCUSE ABSENT MEMBERS: No members of council were absent.

ADDITIONS OR CORRECTIONS TO AGENDA: Mr. Rauch stated that an item on the agenda, Resolution No. 21-R-2722, has an item that has a dollar amount changed.

APPROVAL OF AGENDA: Deputy Mayor Lommatzsch motioned to approve the agenda. Mr. Denning seconded the motion. All were in favor; none opposed. **Motion carried.**

PLEDGE OF ALLEGIANCE: Mayor Williams led the pledge of allegiance.

OATH OF OFFICE: Mayor Williams administered the oath of office to newly appointed City Manager Joshua Rauch. Mr. Rauch gave a few quick remarks. He has lived here for seven years and made a deliberate choice to make Riverside his home. He cares about the future of what happens in the community and is proud to be a resident. He looks forward to working with staff, council, and the community and looks forward to the future. He introduced his family. Photos were taken.

MINUTES: Mr. Denning motioned to approve the minutes from the October 7, 2021 council meeting. Mr. Maxfield seconded the motion. All were in favor; none opposed. **Motion carried.**

FINANCIAL REPORT: Mr. Denning motioned to approve the financial report from September 2021. Mrs. Franklin seconded the motion. All were in favor; none opposed. **Motion carried.**

COUNCIL CALENDAR: Mayor William stated that November 11, 2021 is Veteran's Day and what would be their work session. He asked if council would wish to cancel the work session as it is a holiday. Mr. Denning motioned to approve canceling the November 11 work session. Mr. Maxfield seconded the motion. Ms. Fry asked if they would not be having a work session in November. Mayor Williams stated they could always add a work session. Mr. Denning stated they will need to see a budget so they will have to add a work session. Mr. Rauch stated he would like to have a date in mid-November to finish budget discussions. It was determined to have the work session on November 10. Mr. Denning amended his motion to move the work session to November 10 at 6:00 pm. Mr. Maxfield agreed to the second on that. All were in favor; none opposed. **Motion carried.**

WRITTEN CITIZEN PETITIONS: Mayor Williams stated any citizens who would like to speak should fill out a petition and turn it in to the clerk.

DEPARTMENT UPDATES:

A) **Finance Department** – Mr. Garrett stated finance reports were in the packet and are posted on the city website. In the last two months, they have gotten ahead of the income tax trend line so they are slightly ahead of where they hope to be. They have

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been compiling the budget for next year. He stated their account software will reach end-of-life in July 2023. They have received a quote with a discount good through the end of December if the city signs a contract. They will give them an installment payment plan for the software. Mr. Rauch stated as part of the software package they are looking into a budget specific module in addition to accounting software to help streamline some of the internal processes. Mr. Denning asked if they are looking at other software packages or is there a better deal out there. Mr. Rauch replied that staff has gotten a number of quotes from various software vendors. The substance of what they are asking for is similar to other cities with more digitized processes. It is the same vendor, but a more modern version of their software package. Mr. Garrett added that police and fire also use the same software.

B) Community Development Department – Mr. Burkholder stated staff continues to have meetings with the Wright Point buildings management and leasing team. They have a tentative financial report from them so they will have more detailed information on expenses and revenues for both buildings. They are working on a draft budget as well. They are in negotiations on a renewal lease. He stated the seconded reading for the TIF will be this evening. MKSK is the consultant on the land use plan, and recently had them tour the city. They are working on getting a tax-exempt status for areas they occupy as this would be an exemption of property tax as they are a municipality. This also includes any military organizations that are occupants in the building and non-profits. He found that the Eintracht is a non-profit and has forwarded that to the attorney to see if they would qualify and see if they can go back to 2018 and get a possible refund. Mr. Denning stated the city owns the Eintracht. The Eintracht is only a non-profit and not a 501(c)3; he added if they are not a 501(c)3, a foundation or a church, they cannot file for tax-exemption.

C) Administration Department – Mr. Lohr stated they are in the middle of the health insurance renewal process coming off a two-year contract with Medical Mutual. The industry trend is for higher health care renewals. They are expecting a healthy increase from this year to next. They are pricing out as many options as they can to keep costs reasonable for city and staff. He is trying to put in more time on the GIS system for citywide staff as well as electronic records management and have that wrapped up by the end of the year and have staff realize the benefits of those systems.

Deputy Mayor Lommatzsch stated she hopes he is working with the MVRPC on the GIS. Mr. Lohr stated he is working with them, Tom Harner, is the GIS guy who has done a majority of the work on the mapping system.

D) City Manager Report – Mr. Rauch stated he has managed to meet with most of council individually and will complete meeting with council over the next week or two. He has met with all the department heads. He took a tour of the public service facilities with both chiefs as well as public service. He managed to get around the community as well.

PUBLIC COMMENT ON AGENDA ITEMS: Mayor Williams stated if any members wish to comment on agenda items they need to fill out a form in the back and hand it to the clerk. Non-agenda items will be heard later in the meeting. Mayor Williams asked a gentleman if he wished to speak on an agenda item or non-agenda item. The gentleman stated they are representing a particular individual and are waiting for his arrival.

OLD BUSINESS

A. ORDINANCES

- I) Ordinance No. 21-O-780 – An ordinance declaring improvements to certain real property located in the City of Riverside, Montgomery County, Ohio to be a public purpose; declaring such property to be exempt from real property taxation; designating specific public infrastructure**

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improvements that directly benefit the parcels for which improvements are declared to be a public purpose; requiring annual service payments in lieu of taxes; establishing a municipal public improvement tax increment equivalent fund; and providing related authorizations pursuant to Ohio Revised Code Sections 5709.40(b), 5709.42, 5709.43, 5709.832 and 5709.85. (2nd reading, public hearing, adoption)

Deputy Mayor Lommatzsch motioned to approve the second reading and adoption of Ordinance No. 21-O-780. Mr. Denning seconded the motion. The clerk read the ordinance by title only.

Mayor Williams opened the public hearing. No one wished to speak on this ordinance. Mayor Williams closed the public hearing.

Ms. Fry stated during the first meeting Mr. Denning brought up the map and parcels that may not be included. She asked if there was any resolution on that inquiry. Mr. Burkholder stated they double checked and all the appropriate parcels were included.

Roll call went as follows: Ms. Lommatzsch, yes; Mr. Denning, yes; Ms. Campbell, yes; Mrs. Franklin, yes; Ms. Fry, yes; Mr. Maxfield, yes; and Mayor Williams, yes. **Motion carried.**

NEW BUSINESS

A. ORDINANCES

I) Ordinance No. 21-O-781 – 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, 2021. (1st and 2nd reading, public hearing, adoption)

Mr. Rauch stated this was additional appropriations for legal expenses, and various other items including radio fee increase for fire and police.

Mr. Denning motioned to approve the first reading of Ordinance No. 21-O-781. Mr. Maxfield seconded the motion. The clerk read the ordinance by title only.

Roll call went as follows: Mr. Denning, yes; Mr. Maxfield, yes; Ms. Campbell, yes; Mrs. Franklin, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; and Mayor Williams, yes. **Motion carried.**

Mrs. Franklin motioned to suspend the rule that requires an ordinance to be read on two separate occasions. Mr. Denning seconded the motion.

Roll call went as follows: Mrs. Franklin, yes; Mr. Denning, yes; Ms. Campbell, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; Mr. Maxfield, yes; and Mayor Williams, yes. **Motion carried.**

Mr. Denning motioned to approve the second reading of Ordinance No. 21-O-781. Mr. Maxfield seconded the motion. The clerk read the ordinance by title only.

Roll call went as follows: Mr. Denning, yes; Mr. Maxfield, yes; Ms. Campbell, yes; Mrs. Franklin, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; and Mayor Williams, yes. **Motion carried.**

B. RESOLUTIONS

Thursday, October 21, 2021

I) Resolution No. 21-R-2720 – A resolution authorizing the city manager to enter into a professional service agreement with Montgomery County Transportation Improvement District to provide project management and financing services for the Harshman Realignment Project (Woodman Phase 4).

Mr. Rauch stated this relates to the Montgomery County TID with initial design of the Harshman Road realignment and to help start securing funding for that project.

Deputy Mayor Lommatzsch motioned to approve Resolution No. 21-R-2720. Mr. Denning seconded the motion. All were in favor; none opposed. **Motion carried.**

II) Resolution No. 21-R-2721 – Declaring the playset at Pheasant Park located at 1531 Wake Avenue to be surplus and no longer compliant for city purposes and authorizing its sale by sealed bid, a broker, direct sale to a public entity, or auction.

Mr. Rauch stated it is playset that is surplus and no longer needed for use by the city.

Mr. Denning motioned to approve Resolution No. 21-R-2721. Mr. Maxfield seconded the motion. All were in favor; none opposed. **Motion carried.**

III) Resolution No. 21-R-2722 – Authorizing the submittal of applications for Federal Fast Act Funds through the Miami Valley Regional Planning Commission and rescinding prior resolutions related to such project.

Mr. Rauch stated this is for Federal Fast Act Funds through the MVRPC. This resolution has a dollar amount change on the Valley Pike West resurfacing portion as stated at the beginning of the meeting. The initial amount was \$262,655 for local match, but should be adjusted to \$263,293, a \$638 increase over the initial forecast.

Mr. Denning motioned to approve Resolution No. 21-R-2722. Mrs. Franklin seconded the motion. All were in favor; none opposed. **Motion carried.**

IV) Resolution No. 21-R-2723 – Authorizing the city manager to accept a grant, if awarded, for funding under the Victims of Crimes Act (VOCA-SVAA), and authorizing the expenditure of matching funds.

Mr. Rauch stated this is an important public service the city offers to crime victims in the community to orient them and direct them to resources they need.

Mr. Denning motioned to approve Resolution No. 21-R-2723. Ms. Campbell seconded the motion. All were in favor; none opposed. **Motion carried.**

V) Resolution No. 21-R-2724 – Authorizing the city manager to enter into lease contracts after city council has approved material terms.

Mr. Rauch states this is to allow staff to do the bulk of negotiating on any leases that come into the Wright Point buildings. They can make recommendations after presenting overall terms to council. This will streamline the process.

Deputy Mayor Lommatzsch motioned to approve Resolution No. 21-R-2724. Mr. Denning seconded the motion. All were in favor; none opposed. **Motion carried.**

Thursday, October 21, 2021

PUBLIC COMMENT ON NON-AGENDA ITEMS: Mayor Williams stated that anyone wishing to speak on non-agenda items needs to turn in a form to the clerk. No one came forward to speak.

COUNCIL MEMBER COMMENTS: Deputy Mayor Lommatzsch stated a young man who is a graduate of Carroll High School is attending Sinclair and is in the mechanics program. He has been in the wheelchair basketball program a number of years, has been on the national team and has been selected to go to Birmingham, Alabama to try out for the Para-Olympic Team. This young man had to have both his legs amputated below the knee at four-years-old. That has not stopped him for doing amazing things.

Ms. Fry stated the blood drive is coming up on November 1, 2021. They are half way to their goal for registered donors for that drive. It will take place in front of the city administration building from 3 – 7 pm in the blood mobile. To register, go to donortime.com and search for the City of Riverside.

MR. Denning thanked the police and fire departments for helping with the Riverside Jaycees for the kids. They had over 900 people go through in four hours. They had the K-9 unit do a demonstration. The fire department took a car apart. The fire department was present with every piece of apparatus and the kids got to go through that and sit in the fire trucks and police cars. He thanked police and fire for making that happen and showing the positive in the community.

Mayor Williams stated this is the last time they may be together before the election. He stated there are a lot of important issues on the ballot. He thinks about a lot as an elected official what have they done to answer the question on public services they can offer. He feels that council and staff have answered a lot of questions and made a lot of things happen. Progress is being made. He stated a lot of vision is becoming a plan and the plan is becoming a reality. He asked voters to make the best decision they can make with the information they have. He added that people who have voiced their opinions loudly have been heard and council has been responsive to that. He would hate for momentum that has been generated with community development and citizen relations to be stymied at all.

Mayor Williams stated there is a request for a public comment on the non-agenda section even though they have passed that point in the agenda. He feels he can allow for one speaker. He asked Mr. Johnson to come forward, state his name and address and keep his comments to three minutes.

Mr. Kalynn Johnson, 4830 Airway Road, EJ's Lounge, stated that all those in attendance come in peace. They are respectful. He stated he was able to sit and hear some of the police chief's comments. He asked if Mayor Williams was in charge of community development. Mayor Williams stated that Gary Burkholder is the community development manager. He stated he got a nuisance abatement and it was like he was saying people were getting shot down at EJ's and things of that nature. He pointed to the people who came with him and stated that is more his crowd. Most of the attendees are college students, entrepreneurs, multiple degrees, and teachers. He stated he spoke with the police chief and they put a safety plan into effect. He stated they did put garbage cans outside of their properties, and they added security. He added they had been open for two weeks with no calls or type of issues. He would like to meet with Mr. Burkholder on reinvesting in Riverside and possible work on some projects. He stated he would be meeting with the community on first Mondays and last Mondays to work on any issues. He stated he purchased some signs on his property asking people to respect their property and the city environment. He added they now use Event Bright as their ticketing system so they can have some crowd control. It gives him an actual count of people and once they reach 50 they are limited. He asked if he could get contact information and meet with council individually. He told the Deputy Mayor regarding her concern about a sign being knocked down that his business was not open at that time so

Thursday, October 21, 2021

it was not him or his people. He stated he is trying to work with the community and is not trying to disrespect people. He wants to fix the issues.

Mayor Williams thanked Mr. Johnson for attending and speaking and that he would be happy to meet with him. He stated that all contact for council can be obtained through the city manager. He appreciated that he followed up with the police chief; and they do look forward to a good neighbor partnership and welcome the business in the community.

EXECUTIVE SESSION: Mrs. Franklin motioned to go into executive session for the purpose of discussing employment conditions and production techniques/trade secrets at 6:45 pm. Mr. Denning seconded the motion. Roll call went as follows: Mrs. Franklin, yes; Mr. Denning, yes; Ms. Campbell, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; Mr. Maxfield, yes; and Mayor Williams, yes. **Motion carried.**

RECONVENE: Council reconvened at 8:08 pm.

ADJOURNMENT: Deputy Mayor Lommatzsch motioned to adjourn. Mr. Maxfield seconded. All were in favor; none opposed. The meeting adjourned at 8:09 pm.

Peter J. Williams, Mayor

Clerk of Council

**CITY OF RIVERSIDE, OHIO
CITY COUNCIL COMMUNICATIONS**

MEETING DATE: November 4, 2021

AGENDA ITEM CAPTION: Boards and Commission Applicant

ADMINISTRATIVE COMMENT: Paul Howard has submitted an application for an open Parks & Recreation Commission position.

Open positions as of 11/1/2021:

- 2 on Parks and Recreation
- 1 on Property Maintenance Appeals Board
- 2 on Personnel Appeals Board
- 8 (plus any secondary) on Budget Committee

EXHIBITS: Application

SUBMITTED BY: Katie Lewallen, Clerk of Council

APPROVED FOR COUNCIL CONSIDERATION: Josh Rauch, City Manager

ACTION TAKEN

MOTION:

MADE BY: _____ SECOND BY: _____

FOR: _____

AGAINST: _____

APPROVED () DENIED () TABLED ()

OTHER (EXPLAIN):

COMMENTS/STAFF FOLLOW UP:

From: [WordPress](#)
To: [Katie Lewallen](#)
Subject: Boards and Commissions Application
Date: Thursday, October 21, 2021 12:35:09 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

BOARDS AND COMMISSIONS APPLICATION:

Name: Paul Howard

Address: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Serve (choice 1): Parks and Recreation

Serve (choice 2): no others

Years in Riverside: 6.5

Offices Held: none

Last Year of School Completed: 13 - College

Certificates or Degrees: High School Diploma

Employment History: Retired from Collins Aerospace, Troy, Ohio. I worked there 12/01/1993 - 07/23/2020 I was a SR Designer of Aircraft Wheels and Brakes with several patents.

I was also on the Board of Trustees for the Gander RD Homeowners Assoc for about 7 years. 5 of those years I was the President. The current president there is Dianna Schaefer. She can be contacted at 937-684-5530 for confirmation.

Convicted of a Crime? No

If Yes:

Additional Info: I am a member of the Eintracht German Club which I understand is supposed to have 3 members on the Parks & Recreation Commission. I am a frequent user of the Rohrer Farm Park.

To respond to this request, please create a new email to the email address shown above.

MEMORANDUM

Date: November 4, 2021
To: Mayor, City Council & Department Heads
From: Josh Rauch, City Manager
Re: City Manager's Report

The City Manager's report includes the following items:

- (1) FYI
 - a. Council Agenda Calendar
 - b. City Manager's Project and Activities Report

- (2) Monthly Verbal Updates
 - a. Police Department
 - b. Fire Department
 - c. Public Services Department
 - d. City Manager Report

If you have any questions regarding the items listed above, please advise. Thank you for your time and attention to this matter.

November 4, 2021 – Business Meeting

- Monthly Update: Police, Fire, Service, and CM Report
- Resolution: Advance Payment of Taxes

November 10, 2021 – Work Session

- Budget

November 11, 2021 – Work Session

- Canceled – Veteran’s Day holiday

November 18, 2021 – Business Meeting

- Monthly Update: Finance, Administration, Community Development, and CM Report
- Financial Report
- Presentation: Council Handbook
- Ordinance: Codification of Ordinances (1st reading)

December 2, 2021 – Business Meeting

- Monthly Update: Police, Fire, Service, and CM Report
- Ordinance: Codification of Ordinances (2nd reading, public hearing, adoption)
- Ordinance: Establish COF TIF (1st reading)
- Resolution: Wright Point Roof

December 9, 2021 – Work Session

- TBD

December 16, 2021 – Business Meeting

- Monthly Update: Finance, Administration, Community Development, and CM Report
- Financial Report

MEMORANDUM

TO: Riverside City Council
FROM: Joshua Rauch, City Manager
DATE: November 4, 2021
SUBJECT: Bi-Monthly Projects & Activities Report
CC: City Department Heads

CITY MANAGER

PERSONNEL & HUMAN RESOURCES:

- Health Insurance Renewal- Staff is continuing to prepare for 2022 renewal of health insurance.
- Employee Anniversary- Staff celebrated Chad McBee's 30th anniversary of employment with the City.

PUBLIC SERVICES AND GENERAL CONSTRUCTION:

Lynnhaven Dr. and Meyer Ave water main replacement:

- Montgomery County Environmental Services Contractor is placing asphalt in the cut-out areas that were removed to replace the water main and residential services, also cleaning up unused material and debris. Contractor has started replacing the water mains on Meyer Ave. starting at Lynnhaven Ave.

East Springfield Reconstruction:

- Final walk through is scheduled for Friday, October 29, 2021.

Woodman Drive (Springfield to Airway) Feasibility Study:

- Montgomery County TID is taking Agreement to their Board November 8, 2021.

Valley Street/Harshman Intersection Improvement and Harshman/Beatrice Safety Grant:

- Presented to ODOT on October 20. Notifications as to award some time in November.

2021 Paving Program:

- Work to begin in two weeks on Needmore and Honeyleaf. Curb and catch basin replacement.

Center Point Energy (Gas line) work

- Contractor has three gas main replacement projects in the area Old Harshman Rd, Huberville Ave, Springfield St. and Northcliff Rd., currently work being performed On Old Harshman Rd.

PUBLIC SAFETY:

POLICE DEPARTMENT

Training

- Daily roll call training
- Lexipol policy meetings (weekly)
- Officer Jackson K9 training
- Officer Jackson and Sgt. Safriet SWAT training
- Officer Krueger tactical fitness
- Officer Ruchel at first line supervision

Significant Events

- Road Patrol conducted 74 traffic stops and issued 65 citations/offenses.
- Road Patrol issued 33 traffic warnings
- Road Patrol made 5 OVI arrests.
- Officers investigated 52 traffic crashes.
- 7 of the above crashes were injury
- Officers investigated 12 domestic violence calls.
- Officers responded to 3 overdose and 3 narcotic's call.
- Officers attended 37 court hearings.
- Officers responded to 832 total incidents.
- Highest volume calls for the period was suspicious activity (53)

Community Interaction

- We are up to 7,607 followers. Post included Issue 9 income tax, multiple trunk or treat visits, Riverside Jaycees haunted house matinee, thank you to the Mad River Lions Club for goodies and a team work post regarding police and fires response to a house fire.

FIRE DEPARTMENT:

- Crews are conducting annual auto extrication training on Huberville
- Mobile vaccination clinic administering in vaccines and boosters to immobile residents incl. Mad Rivers Manor and 500 Georgia
- Attending several public events, trunk or treats, fire prevention, Haunted House, STEM night, etc.
- Waiting on emergency lighting equipment parts to arrive for new staff car to be placed in service.

- Continuing to complete year end preventative maintenance on apparatus and power tools.

COMMUNITY DEVELOPMENT

- Source Water Protection Program (SWPP): Working on legislation for source water protection zoning.
- Code Enforcement: To date, 1100 violations have been issued. Discuss Demo 2.0 program.
- Attended the BZA meeting with one case on the agenda.
- Transition of Wright Point to Colliers Management continues. Working with Dick Meder on lease renewals and reviewed the latest fire inspection report for Wright Point.
- Attended and spoke briefly at the First Suburbs meeting.
- TIF legislation for Woodman passed the second reading.
- Researched PUD zoning code from other municipalities.
- Attended bi-weekly update meeting with MKSK on the land plan.
- Worked on new proposed housing projects.

ECONOMIC DEVELOPMENT

- **Development Project Summary**

Business Development Project	# of Projects
Projects in the Pipeline	18
New Interest, Pre-application	0
Under Staff Review	11
Active Development	8

- **Contacts, Leads, Follow-ups:**
 - 4215 Linden
 - 81 Woodman: Building for sale, new owner interest.
 - Airway Shopping Center
 - Center of Flight
- **Community Department Projects:** Completing research and assisting with department projects.
 - Land Use Plan
 - Data gathering
 - Steering Committee
 - Land Bank: Coordinating with Land Bank to apply for State Brownfield and Demolition funds.
 - JobsOhio Vibrant Community, Inclusive Planning Grant, Technical Assistance; Center of Flight.
 - Demo 2.0, Public Nuisance Abatement documents
 - TIF documents
 - Riverside Business Registration Information packet

- **Marketing**
 - Golden Shovel:
 - Editing quarterly articles.
 - editing website content
- **Wright Point Office Park**
 - Property Management Transition: search and find documents to send as required.
 - Real Property Tax Exemption

ZONING

Planning and Zoning

- **October Permits** – 30 permits have been submitted in October so far.
- **Revised Fee Schedule** – Staff has posted notification of the fee schedule changes in the City Offices and Website. The new fees go into effect on November 8, 2021.
- **Code Violation Fines** – Staff has adopted a few enforcement policy which includes imposing fines as outlined in UDO Section 1331.99. Supporting documents such as invoice templates have been created to prepare for implementation.

Planning Commission – October Meeting

- 4707 Old Troy Rezoning (B-2 to I-1) – recommended denial
- 4901 Linden Dog Kennel Conditional Use – approved
- PC discussion of bylaws and text amendment priorities. – tabled

Board of Zoning Appeals – October Meeting

- 351 Spinning Fence Variance – approved with modifications
- Draft 2022 Public Meeting Schedule Discussion – tabled
 - Discussion of moving November and December 2021 dates forward.

IT

- Main Conference Room AV System – The PC controlling the main conference room zoom system has been replaced. This was done due to the previous PC operating system crashing.
- Geographic Information Systems – A draft base map has been completed working with MVRPC. Staff is working with the GIS software company (ESRI) to determine the subscription levels and trainings needed for each staff member.
- Staff VPN Access Security– Staff has completed a review of VPN accounts and passwords to ensure the security of the City network from external threats.

**CITY OF RIVERSIDE, OHIO
CITY COUNCIL COMMUNICATIONS**

MEETING DATE: November 4, 2021

AGENDA ITEM CAPTION: Resolution No. 21-R-2725 – A resolution authorizing the finance director of the City of Riverside to seek advance payment of collected taxes for the tax year 2021.

ADMINISTRATIVE COMMENT: This resolution allows the city to obtain property taxes expeditiously rather than waiting until the incremental dates used by the county.

STAFF RECOMMENDATION: It is respectfully recommended that the Mayor and City Council approve the attached resolution.

FISCAL IMPACT:

SOURCE OF FUNDS:

EXHIBITS: Legislation

SUBMITTED BY: Tom Garrett, Finance Director

APPROVED FOR COUNCIL CONSIDERATION: Josh Rauch, City Manager

ACTION TAKEN

MOTION:

MADE BY: _____ SECOND BY: _____

FOR: _____

AGAINST: _____

APPROVED ()

DENIED ()

TABLED ()

OTHER (EXPLAIN):

COMMENTS/STAFF FOLLOW UP:

21-R-2725

A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR OF THE CITY OF RIVERSIDE TO SEEK ADVANCE PAYMENT OF COLLECTED TAXES FOR THE TAX YEAR 2021.

WHEREAS, Section 321.34 of the Revised Code provides that municipal corporations may request the County Auditor to make advance payments of collected taxes; and,

WHEREAS, it is the legislative determination of this Council that because of limited carryover balances, such advance payments would be in the best interest of the Municipality.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RIVERSIDE, STATE OF OHIO:

Section 1: That the Finance Director of the City of Riverside, Ohio be and is hereby authorized, in accordance with Section 321.34 of the Revised Code to request the Montgomery County Auditor to make advance payment of collected taxes as are necessary and advisable throughout the calendar year 2022.

Section 2: That the City Manager and/or Finance Director be and they are jointly and severally authorized to sign any and all documents on behalf of the City of Riverside necessary to secure said advance funds.

Section 3: That the Finance Director be and is hereby authorized and directed to forward a certified copy of this Resolution to the Auditor of Montgomery County, Ohio.

Section 4: That this Resolution shall take effect and be in full force from and after the earliest date allowed by law.

PASSED THIS DAY _____.

APPROVED:

MAYOR

ATTEST:

CLERK

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing is a true and correct copy of Resolution No. 21-R-2725, passed by the Riverside City Council on this day _____.

IN TESTIMONY WHEREOF, witness my hand and official seal this day

CLERK