

Pride ~ Progress ~ Possibilities

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

February 1, 2024

Council Meeting

6:00 P.M.

City Council

PETER J. WILLIAMS, MAYOR

ANDY BROWN
MIKE DENNING
BRENDA FRY
ZACHARY JOSEPH
SARA LOMMATZSCH
JESSE MAXFIELD

Josh Rauch, City Manager

Katie Lewallen, Communications Manager/Clerk of Council

Calendar for year 2024 (United States)



Council Business Meeting

January						
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Council Business Meeting

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Jan 1 • New Year's Day
Jan 15 • Martin Luther King Jr. Day
Feb 19 • Presidents' Day
May 27 • Memorial Day

Jun 19 • Juneteenth
Jul 4 • Independence Day
Sep 2 • Labor Day
Oct 14 • Columbus Day

Nov 11 • Veterans Day
Nov 28 • Thanksgiving Day
Dec 25 • Christmas Day

AGENDA

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, February 1, 2024
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/MOMENT OF SILENCE
- 7) MINUTES – Approval of minutes from the January 11, 2024, council work session, and the January 18, 2024, council business meeting.
- 8) ACCEPTANCE OF CITIZEN PETITIONS
- 9) LIQUOR LICENSE, NEW – EZ Fuel Inc, DBA EZ Fuel Shell, 4700 Linden Avenue, Riverside, OH 45432
- 10) PUBLIC COMMENT ON AGENDA ITEMS
- 11) UNFINISHED BUSINESS
 - A) ORDINANCES
 - I) **Ordinance No. 24-O-846** – An ordinance to authorize the provision of a real property tax abatement for a project located at 7455 Union Schoolhouse Road with the City of Riverside Northern Community Reinvestment Area and authorizing the City Manager to execute the related Community Reinvestment Area Agreement. (2nd reading, public hearing, adoption)
- 12) NEW BUSINESS
 - A) ORDINANCES
 - II) **Ordinance No. 24-O-847** – An ordinance repealing Section 125.01 Investment Policy of the City of Riverside Codified Ordinances. (1st reading)

*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.*

B) RESOLUTIONS

- I) **Resolution No. 24-R-2913** – A resolution authorizing the city manager to enter into a five-year agreement with Flock Group Inc. for the Riverside Police Department.
- II) **Resolution No. 24-R-2914** – A resolution appointing a representative from a legislative authority in Montgomery County to the Montgomery County 9-1-1 Program Review Committee pursuant to Ohio Revised Code Section 128.06(A)(5).
- III) **Resolution No. 24-R-2915** – A resolution amending Resolution No. 23-R-2896 passed by the council of the City of Riverside, Montgomery County, Ohio, declaring it necessary to levy a tax in excess of the ten mill limitation.

13) PUBLIC COMMENT ON NON-AGENDA ITEMS

14) CITY MANAGER REPORT

15) COUNCIL MEMBER COMMENTS

16) EXECUTIVE SESSION – 103.01 (1) - Unless the City employee or official requests a public hearing; to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a city employee or official or the investigation of charges or complaints against a City employee or official.

17) RECONVENE

18) ADJOURNMENT

WORK SESSION MINUTES

Minutes of the Riverside City Council Work Session

Held on: January 11, 2024

CALL TO ORDER: Councilman Maxfield called the Riverside, Ohio, City Council Work Session to order at 6:00 p.m. at the Riverside Administrative Offices, 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

PLEDGE OF ALLEGIANCE: Councilman Maxfield led the pledge of allegiance.

ROLL CALL: Council attendance was as follows: Mr. Brown, present; Mr. Denning, present; Ms. Fry, present; Mr. Joseph, present; Ms. Lommatzsch, present; Mr. Maxfield, present; and Mayor Williams, absent.

Staff present were as follows: Josh Rauch, City Manager; Kim Baker, Finance Director; Nia Holt, Community Development Director; and Katie Lewallen, Clerk of Council.

EXCUSE ABSENT MEMBERS: Mr. Joseph moved, seconded by Ms. Lommatzsch, to excuse Mayor Williams. All were in favor. **Motion carried.**

ADDITIONS OR CORRECTIONS TO THE AGENDA: There were no changes to the agenda.

APPROVAL OF AGENDA: Mr. Joseph moved, seconded by Mr. Brown, to approve the agenda. All were in favor. **Motion carried.**

MONTHLY UPDATE

I) Finance – Ms. Baker stated they had to update payroll with the new FOP contract. They have started reconciliations for 2023; she has been in contact with their IPA, who compiles the city's financials, and they are asking for items already. Tax assistance schedules have been established with CCA, and those dates will be posted on the website soon. She added that they have taken over the Wright Point accounting and have started billing leases and paying invoices. Collier's used to do this function, but the city is now doing it. She stated that they have closed out last year's purchase orders and are setting up new ones with the departments. Mr. Rauch added that they used to use a lot of blanket purchase orders, but are now being more deliberate to set up po's with specific vendors so that it is easier to tell what money is encumbered for as they go through the year. It is more work for the departments as they have to enter the information of what they are going to buy and from who, but the end result will be better control and accountability. They appreciate the work the departments have done as it has been a bit of learning; they have tools and the system in place to do it. A brief discussion was held on substantive versus non-substantive purchases and how those were handled.

II) Administration – Mr. Rauch stated he has been working in ClearGov on narratives for the readable budget book that includes more charts and graphs. He is through the fund summaries, and half way through through the departments along with a short summary section that will read similarly to what was produced last year. He will have the staff go

through and review it, then have a draft for council in a couple more weeks. A resolution for adoption will come before them. The numbers for the budget remain the same as adopted in December; this is just the exhibit they will use to talk about it.

III) Community Development – Ms. Holt presented a 2023 Community Development Annual Report PowerPoint presentation. She listed the highlights and accomplishments including the adoption of the Comprehensive Land Use Plan – ONE Riverside; establishment of the CRA Housing Council; presentations at the local, state, and national conferences; five zoning code updates, the citizen portal launched, and two undergraduate interns. She reviewed the planning and zoning applications from 2018-2023; the work of the boards and commissions; and code enforcement cases. She reviewed the top 10 violations for code enforcement with the top one being tall grass and weeds. She presented the economic development accomplishments for 2023 indicating the number appears small, but that is because they only counted the completely open and permitted. The projects and grants awarded include the State of Ohio Department of Development Demolition and Revitalization Program Grant, which was \$586,740, and helped to take down 4032 Linden Avenue. She stated more properties will be coming down this year with that grant. Other grants include the jobsOhio Inclusive Project Planning Program Grant, \$25,000; Federal EPA Brownfield Grant, \$8,000; and Source Water Protection Program Grant, \$1,611. Looking ahead, she stated they want to kick-off a zoning code rewrite, expand the community development staff, launch rental registration, and participate in the Children's Water Festival. Discussion was held on upcoming development projects. Ms. Holt added that earlier today her and Ms. Lommatzsch were at the MVRPC/All Aboard Ohio workshop about the rail system that is being considered in this corridor. The meeting discussed the steps it would take to make it a reality and how the communities in that corridor can be involved.

WORK SESSION ITEMS

I) Council Handbook – Mr. Rauch stated the council handbook was first adopted in early 2022. The handbook recaps what is already in the charter and ordinances. He began by reviewing the proclamation policy that was discussed last year and is now being incorporated into the council policy handbook. Mr. Joseph stated that under special meetings that historically items were left at a member's residence, but that no longer happens. Additionally, it states that council will be notified on 72 hours and the public will be notified in 48 hours; he asked if it was 72 hours across the board. Ms. Lommatzsch stated that is the law. Mr. Rauch added that is from what is in the administrative code for notification provisions to the public. The idea is to notify council first about the special meeting and then let the public know. Regarding the notification at the member's residence, he interpreted that as being used when no other contact whether seeing in person or by phone that he could drop a letter off at this door as contact hasn't been made any other way. Discussion was held on notifications to council.

Mr. Rauch stated he made minor provisions in the public participation section. The main idea is that people can speak for three minutes, time can not be delegated to someone

else, the three minutes can be extended by the presiding officer, but that privilege should be used sparingly as the point is to keep the meeting moving. It also addresses disorderly conduct. Mr. Joseph brought up a situation about a person coming forward, hearing them and zero questions get asked because there is no back and forth, and then they vote one way or the other without really much of an explanation or giving them a chance to have discourse with the council. He stated this is one thing that has sat with wrong with him. Mr. Maxfield stated that isn't the purpose of the council business meeting. If a person wants to have a conversation, they can set an appointment or schedule a time to meet with the person they need to discuss things with and not hash it out in a business meeting. He does understand what he is saying. Ms. Fry added she thinks the reason for having a citizen comment time is for them to have an opportunity to inform council votes. It is their own discretion whether to provide any clarity on where they land on their vote. It is useful sometimes to provide that clarity but she does not think they should obligate themselves to do that every time. Mr. Maxfield stated it is their discretion if they want to elaborate further or ask for more information. Discussion was held on tabling a vote and the opportunities that are available for discussion of an item. Mr. Rauch stated that the way they drafted this tries to set the baseline at the public comment period whether at a public hearing or an item not on the agenda. Council has different opportunities to respond to that even if not directly. He cautioned them on setting a precedent or practice on going back and forth with everyone that comes to the podium, as meeting will get really long and it will be difficult to track how much time has passed of that three minute allotment. Discussion was held on efficiency and on things that need to be further discussed. Mr. Joseph stated he would like the ability for a person to be able to contact the city and asked to be put on the agenda. Ms. Fry stated that there are strategies they can deploy to direct citizen's participation with them. They can have one-on-one or schedule an appointment. They could have a sentence on the agenda that helps with that or on the agenda form have an area marked for those wishing to have an extended conversation. It doesn't have to be in their council handbook, but it can help. Discussion was held on the ability for citizens to comment on the council agenda.

Mr. Rauch reviewed the appointment process for boards and commissions and the changes that have taken place over the past few years. He presented a timeline on how the appointment is handled and the processes involved beginning at 100 days prior to appointment expiration. Applications are reviewed by staff to determine if there is a good fit; then staff will interview an applicant or applicants. Thirty days prior to appointment expiration, staff will recommend a candidate and the city manager will schedule an executive session to discuss applicants. Following the executive session, in the public forum council will move to issue letters of appointments to finalists. They are trying to funnel the applications and put everyone through the same process regardless of the board or commission they seek. Discussion was held at what would happen at the 45 day mark where there aren't enough applications. Mr. Rauch stated that is not addressed specifically in their handbook, but if they don't have a suitable candidate, they hold the

vacancy open and start the process again by reposting. He added that in the instance of where there are three vacancies and they receive one application, should it be a good fit, then they will try to get them seated sooner rather than wait for two more applicants to seat them all at the same time. He stated he can add some clarification to the document.

Mr. Rauch stated the last item of discussion is donations. The council has made modest donations to third party organizations in the past. This section will provide a little bit of guidance about how those donations happen and if somebody requests a donation what, if any process should be followed pursuant to that request. All donations need to have legislative support. He reviewed the donation requests that council has typically supported. Ms. Lommatzsch stated if they are going to put this process in place they need to take the time to send the president of an organization a letter indicating what they need to do by a certain date. Mr. Rauch stated there is not a process an outside party needs to do to come ask, part of that is deliberate because they don't have a program where the city is providing subsidy en masse to applicants. It is not a first come, first served idea. The decision on whether or not to give a donation to an organization is within council's purview. It is a policy privilege they have to give an organization a specific amount of money for a specific purpose. He added that if a new donation is going to occur; then it should come up in the context of a work session. If a member of an organization approaches a council member or a staff member, then the organization doesn't need to come to the meeting, but it should be presented by staff or council at a work session to discuss if they are willing to entertain the request, and what council thinks. This way they aren't creating an application process for third parties to come apply for money from the city. Ms. Lommatzsch stated this is how it currently operates. Mr. Joseph stated this is why it is good at the end of the year to have a work session about the budget. Ms. Lommatzsch stated she is hoping there are some things that come back and that she doesn't want to close the door at the beginning of the year. Discussion was held on their current donations and how specific they get may limit them on what they do in the future. Mr. Rauch stated they created a line item called 'Public Function Support', but that line item is deliberately titled in that way as it could be a donation but it could also mean attendance at a public function meeting or event that requires public engagement. This is to say an amount of \$1,500 has been set aside for all the public function support tasks. After they account for historical donations council has made, there is about \$600 left. Deputy Mayor Maxfield asked if council was good with the city manager making the indicated changes and having it come before them. All agreed. Mr. Rauch stated he would get them an updated copy prior to next week and have it on the agenda.

Charter Review Commission Process – Mr. Rauch stated that there is a provision of the charter that says the city is to hold a charter review every five years and should consist of a commission of nine electors of the municipality. The city has advertised this for a few months. Mr. Dan Teaforde has expressed interest and is trying to find others who may be interested. Additionally, the city attorney's office has been contacted in the event they are

unable to get nine electors for this commission if they could still do this. There is not a penalty for being unable to get nine electors for this commission. It is up to them to determine how to proceed if not enough people are found for this commission. He does not believe they will get to nine electors to meet the July 1 provision. His recommendation would be to hold at least one or two meetings with those expressing interest and presenting them with the charter changes that staff has found and combine it with what the citizens has found and run it like a charter review commission with whomever comes to the meeting. By July 1, staff will then pull together a report of the recommendations in terms of charter changes. He stated they may wish to update the charter to have a review every 10 years rather than five. He added that every five years is a lot, and reminded them that a charter change can come before them at any time so they don't have to wait every charter review period to make a change. Ms. Lommatzsch stated the last review resulted in four issues going on the ballot, so people are paying attention. Mr. Rauch stated they want to look at the document and make recommendations as the world changes and try to live into their role as a city more effectively. They are trying to balance that against the ability to find people and run the process outlined in the charter.

Tax Incentive Request – Ms. Holt stated that the CRA Housing Council made a recommendation to grant the tax exemption for the Redwood project. They are asking for a 50 percent tax exemption for 15 years. She added that this is in the Fairborn School District. She stated it is a 90-unit development at 7455 Union School House Road. Discussion was held on the ordinance coming for a first reading on January 18, 2024. Mr. Rauch stated it is a typical request and staff along with the housing council is comfortable with the request. Ms. Baker stated she is on that council and one of the benefits for this incentive is that the development will be maintaining their own roads. Ms. Holt added they will also be investing nearly \$1.3 million in infrastructure in that area. Ms. Fry questioned why they need incentive. Her philosophy on incentives are where they want to invest in growth and that particular part of the city is on the edge and not where she would want to put their incentive dollars as opposed to an area they plan to concentrate on growth. Mr. Rauch stated that a CRA functions somewhat like a TIF where the extra property tax value that's accumulated a percentage of that is what is actually the incentive so they are not out of pocket for any dollars we will lose a portion of the tax. Ms. Fry stated that is the money she is referring to. Mr. Rauch stated that the developer is committed to making significant infrastructure investments in that area that include widening the road, moving a storm water pipe, and mitigating some wetlands to make sure that is protected. Ms. Holt added the total investment into this site is over \$20 million. Mr. Rauch stated the developer is not only investing money in their development, but also in the public infrastructure. This is part of the rationale for the incentive requests. He stated he will not bring them a tax incentive request where the city does not get a benefit. Staff feels that the value of the public goods being installed are commensurate with the incentive that was asked for. Ms. Fry asked if these public goods would be something they wanted any way. Ms. Holt stated it would have taken a lot longer for Union School House Road to be widened. Ms. Fry asked

if that was a goal to have that roadway widened. Ms. Holt replied that it was. Mr. Rauch replied it is in the land use plan adding this is an area that calls for development in the plan. Discussion was held on housing being needed in the area. Mr. Joseph asked if they could get a summary of the value of the incentive and what that would look like over 15 years. Mr. Rauch stated they can work on that, it ultimately depends on what it is valued at. Mr. Brown asked what would happen if the city did not agree to do the tax incentive. Ms. Holt stated that part of the application for them to apply for the CRA was for them to submit where the money was going to. This will support most of the work they are doing with moving the sewer pipe and the wetlands. That would be a financial difficulty to do that if they did not get an incentive and would probably put a big hold-up on their project. This is one of their smaller projects as they typically work with more acreage, so they are taking a chance on Riverside. Mr. Rauch explained some of the incentive math and financing.

Investment Review Council – Mr. Rauch stated Section 125.01 of the Riverside Administrative Code is about having an investment policy. There are two challenges. First, when reading the text in the codified ordinances, it is not the language of the ordinance that should have been past. The exhibit behind an ordinance goes into the city code, and that did not happen here. All that language isn't available. Second, when they look the investment policy from 2006, Section III, which calls for the Investment Review Committee, a lot of what is discussed are the investment objectives of the city and making prudent investments and where the city's portfolio should be invested. He stated that the city has not been investing aside from its usual checking account. The State of Ohio has an excellent program and Ms. Baker has the city put into the Star Ohio Treasury Program. It is liquid, so they can pull their money in and out at any time, and it pays a competitive interest. There is significant overlap between laws that are on the books and this investment policy. Even if this policy did not exist, there are guidelines from the ORC that must be followed. He would like to bring an ordinance to repeal this, so they can start fresh. Discussion was held on the interest that the city had in December 2023. Mr. Rauch stated he would like to repeal this legislatively and incorporate it into a more robust process during the budget.

SS4A Task Force – Mr. Rauch stated that when they applied for the Safe Streets For All (SS4A) Grant that will allow them to look at the entire Woodman Corridor from Springfield Street to US-35. They stated they would put together a task force in the grant application that would be involved with the entire review process. He listed the members along with third party organizations. One of the members is a member of the public who has disabilities or several members with disabilities to lend their perspective. In addition, they stated in the grant they would pass a resolution for this task force. He stated they had the second highest SS4A grant last year, and the highest grant for action planning, so it is important. This will help them transform the corridor for decades to come.

CITY MANAGER UPDATES - Mr. Rauch stated that Ms. Bartlett put in grant applications for CDBG and Montgomery County Solid Waste District grants that they will use to upgrade

the parks, so two resolutions will be forthcoming to council to accept those grants. He will have more resolutions on the playground equipment as that will be above \$25,000 when they order it. He added that city offices are closed on Monday to observe Martin Luther King, Jr. Day.

COUNCILMEMBER COMMENTS: Mr. Denning stated that if they earned \$40,000 in interest in December 2023, that equals nearly \$500,000 a year. Even if it is lowered due to the rate, and they earn \$20,000 a month, they can earn \$240,000 a year. He stated that can cover two employees. He thanked Ms. Baker for what she does. He thanked Ms. Holt for her work as well. Ms. Lommatzsch thanked law enforcement that do their job everyday as Tuesday was law enforcement day. Their job is difficult. She respects them and added that the fire department does a great job as well. Mr. Brown agreed with everything Ms. Lommatzsch said. Deputy Mayor Maxfield thanked law enforcement and all the departments as everyone does an amazing job. He added there were great presentations this evening.

ADJOURNMENT: Being no further business Mr. Maxfield adjourned the meeting at 7:18 p.m.

Pete Williams, Mayor

Katie Lewallen, Clerk of Council

MINUTES

Minutes of the Riverside City Council Meeting

Held on: January 18, 2024

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

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

Staff present were as follows: Josh Rauch, City Manager; Nia Holt, Community Development Director; Dalma Grandjean, Law Director; and Katie Lewallen, Communications Manager/Clerk of Council.

EXCUSE ABSENT MEMBERS: No members of council were absent.

ADDITIONS OR CORRECTIONS TO THE AGENDA: There were no changes to the agenda.

APPROVAL OF AGENDA: Mr. Joseph moved, seconded by Mr. Maxfield, to approve the agenda. All were in favor. **Motion carried.**

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

MINUTES: Mr. Denning moved, seconded by Mr. Maxfield, to approve the January 4, 2024, council business meeting minutes. All were in favor. **Motion carried.**

WRITTEN CITIZEN PETITIONS: Mayor Williams stated that anyone wishing to speak should fill out a form located in the back of the room, and hand it to the clerk.

PUBLIC COMMENT ON AGENDA ITEMS: No one wished to speak on an agenda item.

NEW BUSINESS

A. ORDINANCES

- I) **Ordinance No. 23-O-846 – An ordinance to authorize the provision of a real property tax abatement for a project located at 7455 Union Schoolhouse Road with the City of Riverside Northern Community Reinvestment Area and authorizing the City Manager to execute the related Community Reinvestment Area Agreement. (1st reading)**

Mr. Rausch stated this is the ordinance for the CRA tax incentive for the Redwood Development. The estimated value of the incentive has been calculated to be about

\$300,000 based on the assumption of 50 percent over 15 years, which is about half of the cost of the public infrastructure they expected to put in.

Ms. Lommatzsch moved, seconded by Mr. Denning, to approve the first reading of Ordinance No. 23-O-846. The clerk read the ordinance by title only.

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

B. RESOLUTIONS

I) Resolution No. 24-R-2909 – A resolution declaring certain property owned by the City to be surplus and no longer needed for City purposes and authorizing its disposition.

Mr. Rauch stated this is for surplus at the fire stations that are no longer needed.

Mr. Denning moved, seconded by Deputy Mayor Maxfield, to approve Resolution No. 24-R-2909.

All were in favor. **Motion carried.**

II) Resolution No. 24-R-2910 – A resolution authorizing the city manager to accept a Montgomery County Solid Waste District (MCSWD) Incentive Grant for new playground equipment and mulch at Rohrer Park.

Mr. Rauch stated this resolution and the next allows the city to accept reimbursement grants from the Montgomery County Solid Waste District and the Community Development Block Grant through the county. These grants will allow them to procure replacement playground equipment at Rohrer and Community Parks.

Mr. Denning moved, seconded by Mr. Joseph, to approve Resolution No. 24-R-2910.

All were in favor. **Motion carried.**

III) Resolution No. 24-R-2911 – A resolution authorizing the city manager to accept a Community Development Block Grant (CDBG) for Rohrer and Community Park improvements.

Deputy Mayor Maxfield moved, seconded by Mr. Joseph, to approve Resolution No. 24-R-2911.

All were in favor. **Motion carried.**

IV) Resolution No. 24-R-2912 – A resolution establishing a Woodman Corridor Safety Action Plan Task Force.

Mr. Rauch stated that this resolution formalizes council creating this task force as indicated in the application for the federal grant. It signifies the members of the task force, and give the city manager authority to find replacement should a member not be able to fulfill their role on the task force for the duration of the project.

Mr. Joseph moved, seconded by Mr. Denning, to approve Resolution No. 24-R-2912.

All were in favor. **Motion carried.**

PUBLIC COMMENT ON NON-AGENDA ITEMS: No one came forward to speak.

CITY MANAGER REPORT: Mr. Rauch reviewed the board and commission appointments section of the Council Handbook with regard to vacancies. The handbook states that after the timeline for finding candidates that if no suitable candidates for an open board or commission appointment emerge, then they will hold the seat open and continue to receive applications and conduct interviews on a rolling basis. As soon as they come in, they will interview and present to council in an executive session in a timely manner. He stated that the handbook is adopted by council by motion.

Ms. Lommatzsch moved, seconded by Mr. Joseph, to approve the Council Handbook. All were in favor. **Motion carried.**

COUNCILMEMBER COMMENTS: Ms. Lommatzsch congratulated Ms. Lewallen on obtaining her Certified Municipal Clerk designation as she has worked hard on that, and it was asked of her to obtain that. Ms. Lewallen explained the designation being given by the International Institute of Municipal Clerks that provided education and experience to perform better as a clerk and working with council. She explained the process of earning points and hours committed to earning it.

Mr. Brown thanked the road department for doing the best they can and keeping everything clear. He is sure they will put in more hours in the next day or two with the coming weather.

Mr. Maxfield congratulated the clerk on her designation and her representation of Riverside.

Ms. Fry reminded everyone of the Girl Scout cookie sales as it is an annual fundraiser for troop activities and community service. She encouraged everyone to support young entrepreneurs as it teaches them money management, business ethics, and a lot of skills.

Mr. Denning congratulated the clerk. He thanked the service department for everything they are doing.

EXECUTIVE SESSION: Mr. Denning moved, seconded by Deputy Mayor Maxfield, to go into executive session for the following reason: 103.01(1) Unless the City employee or official requests a public hearing; to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a city employee or official or the investigation of charges or complaints against a City employee or official.

Roll call went as follows: Mr. Denning, yes; Mr. Maxfield, yes; Mr. Brown, yes; Ms. Fry, yes; Mr. Joseph, yes; Ms. Lommatzsch, yes; and Mayor Williams, yes.

Council entered executive session at 6:13 p.m.

RECONVENE: Council reconvened at 7:08 p.m.

ADJOURNMENT: Being no further business, council adjourned at 7:08 p.m.

Pete Williams, Mayor

Katie Lewallen, Clerk of Council

LIQUOR
LICENSE

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

2598345		N		EZ FUEL INC	
PERMIT NUMBER		TYPE		DBA EZ FUEL SHELL	
ISSUE DATE				4700 LINDEN AVENUE	
04 11 2022				RIVERSIDE OH 45432	
FILING DATE					
C1		PERMIT CLASSES			
57	154	A	D36985		
TAX DISTRICT			RECEIPT NO.		

FROM 01/17/2024

PERMIT NUMBER		TYPE			
ISSUE DATE					
FILING DATE					
PERMIT CLASSES					
TAX DISTRICT			RECEIPT NO.		



MAILED 01/17/2024

RESPONSES MUST BE POSTMARKED NO LATER THAN. 02/20/2024

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
REFER TO THIS NUMBER IN ALL INQUIRIES

A N 2598345

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐
DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF RIVERSIDE CITY COUNCIL
STE 100
5200 SPRINGFIELD ST
RIVERSIDE OH 45424-5017



City of
Riverside
Police Department

MEMORANDUM

TO: Katie Lewallen, Clerk of Council

FROM: Frank Robinson, Police Chief

DATE: January 19, 2024

SUBJECT: Liquor Permit- EZ Fuel Shell

A handwritten signature in black ink, appearing to read "Frank", enclosed within a hand-drawn oval.

The Division of Liquor Control has sent a request to determine whether or not a hearing should be requested for EZ Fuel Shell at their location at 4700 Linden Ave, Riverside, Ohio. A background check for the address has returned clean, with no result.

We do not request a hearing at this time.

Thank you.



City of
Riverside
Police Department

January 19, 2024

Chief Robinson:

We have received a request from the Division of Liquor Control to determine if a hearing is warranted for EX Fuel, dba EZ Fuel Shell, 4700 Linden Ave, Riverside, OH 45432.

This check was conducted on January 19, 2024. For the address of 4700 Linden:

The contact with this property is basic and no criminal activity has been noted. At this time, I do not believe there is any reason for the City to request a hearing on this application.

A handwritten signature in blue ink, appearing to read "Anne Wood".

Anne Wood

Records Clerk

City of Riverside Police Department

CITY COUNCIL CALENDAR

2024 COUNCIL CALENDAR

January 4, 2024

- Remembrance of Corporal Dixon/PFC Ulmer
- Establish Date and Time for Meetings (note: July 4, 2024, is on the first Thursday in July – cancel meeting now) - Josh scheduled leave Sept 5th
- Election of Deputy Mayor
- Resolution: First Suburbs Representatives
- Resolution: MVRPC Representatives
- Resolution: Tax Incentive Review Members
- Resolution: 2024 Urban Paving Program - SR 201, SR 202, SR 835 (Josh)
- Resolution: 1791 Sign (Josh)

January 11, 2024 – Work Session

- Monthly Update: Finance, Administration, Community Development
- Council Handbook
- Charter Review Commission Process
- Tax Incentive Request
- Investment Review Committee
- SS4A Task Force

January 18, 2024

- Motion: Adoption of Council Handbook (Josh)
- Ordinance: Tax Incentive (1st reading)
- Resolution: Creating and Supporting the SS4A Task Force (Josh)
- Resolution: Surplus – Fire (Mark)
- Resolution: MCSWD Grant Acceptance (Josh)
- Resolution: CDBG Acceptance (Josh)

February 1, 2024

- Liquor License – New: EZ Fuel on Linden
- Ordinance: Tax Incentive (2nd reading)
- Ordinance: Repeal Section 125.01 (1st reading)
- Resolution: Flock Camera Agreement (Frank)
- Resolution: Appointing Bill Duncan to the Montgomery County 911 Program Review Committee

February 8, 2024 – Work Session

- Monthly Update: Police, Fire, Public Services
- Hold for United Way Presentation
- Bob Chiles/Fisher-Nightingale Donation (Katie)

2024 COUNCIL CALENDAR

- Delinquent Income Tax Collections (Kim)
- Creating Springfield St. TIF District (Nia)

February 15, 2024

- Ordinance: Repeal Section 125.01 (2nd reading)
- Resolution: Bob Chiles Golf Outing
- Resolution: Then and Now – Stoops Freightliner Invoice

March 7, 2024

- Ordinance: Creation of Springfield St. TIF District (1st Reading)
- Resolution: Fisher-Nightingale Houses All-American Evening
- Resolution: Delinquent Income Tax Collections (Kim)
- Exec Session: Personnel

March 14, 2024 – Work Session

- Monthly Update: Finance, Administration, Community Development

March 21, 2024

- Swear-In: New FF/LTs
- Ordinance: Creation of Springfield St. TIF District (2nd Reading)

April 4, 2024

-

April 11, 2024 – Work Session

- Monthly Update: Police, Fire, Public Services

April 18, 2024

-

May 2, 2024

- Presentation: Dayton Metro Library, Adam Schwiebert – Government Relations Director

May 9, 2024 – Work Session

- Monthly Update: Finance, Administration, Community Development

LEGISLATION

MEETING DATE: February 1, 2024

AGENDA ITEM: Unfinished Business

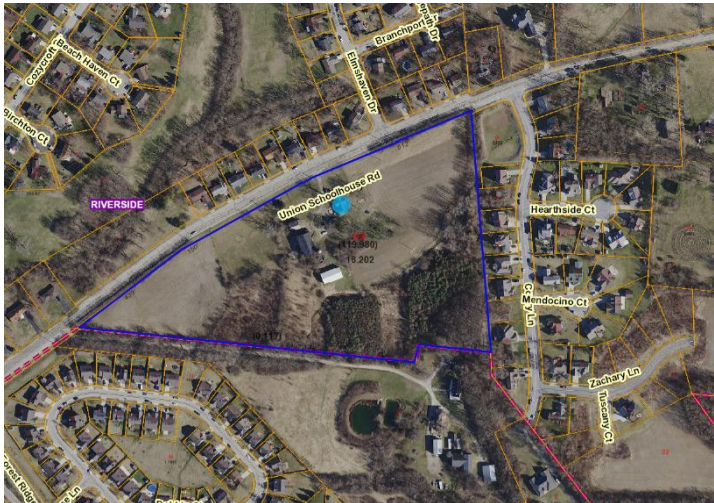
TO: Riverside City Council

FROM: Josh Rauch, City Manager
Nia Holt, Community Development Director

SUBJECT: Ordinance No. 24-O-846 – An ordinance to authorize the provision of a real property tax abatement for a project located at 7455 Union Schoolhouse Road with the City of Riverside Northern Community Reinvestment Area and authorizing the City Manager to execute the related Community Reinvestment Area Agreement.

EXPLANATION:

The Community Reinvestment Area (CRA) program is an economic development tool administered by a municipal government that provides real property tax exemptions for residential and commercial property owners renovating existing structures or constructing new buildings. The CRA Housing Council has reviewed and recommended approval of the proposed agreement terms for the project at 7455 Union Schoolhouse Road. The proposed development includes 90 newly constructed units. The Project is located within the Northern CRA on just under 18 acres.



The subject site is within Fairborn School District and Riverside Emergency Response Area. The Agreement includes a 50% tax exemption for a period of 15 years. Based on an estimated construction valuation of \$20 million, the annual total property tax bill after development is complete is projected to approximately \$400,000. Of this, the City of Riverside would receive an estimated \$41,000 in property taxes per year before any incentives are applied.

If Council grants the incentive, the City would provide approximately \$310,000 to the developer over the course of the 15-year incentive agreement. This is less than half the cumulative cost to make the road and infrastructure improvements in that area, which are estimated at \$700,000. In



addition to the direct infrastructure investment provided by the developer, the City also avoids future maintenance and repaving costs because the development's roads will be privately maintained.

RECOMMENDATION:

City Staff and CRA Housing Council both recommend approval of the CRA Agreement Ordinance.

EXHIBIT:

Redwood Union Schoolhouse CRA Agreement Document

ORDINANCE NO. 24-O-846**PASSED: _____**

AN ORDINANCE TO AUTHORIZE THE PROVISION OF A REAL PROPERTY TAX ABATEMENT FOR A DEVELOPMENT PROJECT LOCATED AT 7544 UNION SCHOOLHOUSE ROAD WITHIN THE CITY OF RIVERSIDE IN THE NORTHERN COMMUNITY REINVESTMENT AREA AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE RELATED COMMUNITY REINVESTMENT AREA AGREEMENT.

WHEREAS, the City of Riverside, Ohio adopted Resolution No. 10-R-1449 on May 20, 2010 (the “*CRA Resolution*”) designating the Northern Community Reinvestment Area within the City of Riverside pursuant to Chapter 3735 of the Ohio Revised Code; and

WHEREAS, the City of Riverside adopted Resolution No. 20-R-2619 on October 1, 2020, as a technical correction to Resolution No. 10-R-1449, to clarify the treatment of multiple unit residential dwellings in the Northern Community Reinvestment Area.

WHEREAS, this City desires to encourage the development of real property and community development opportunities within the Community Reinvestment Areas; and

WHEREAS, the Redwood Union Schoolhouse Road OH P1 LLC (including its successors, assigns and/or designees (the “*Company*”) desires to invest approximately \$20,000,000 in improvements to the real property located at 7544 Union Schoolhouse Road within the North Community Reinvestment Area by constructing a new 90-unit multi-family residential apartment facility (the “*Project*”); and

WHEREAS, the Project is expected to create \$1,370,000 in nearby infrastructure improvements, the creation of 300 jobs during construction, and two (2) full-time positions once completed; and

WHEREAS, in order to facility the completion of the Project and the related community development opportunities, this Council desires to grant to the Company a 15-year, 50% real-property tax exemption for the Project (the “*CRA Exemption*”) ; and

WHEREAS, this Council desires to provide for the execution and delivery of a Community Reinvestment Area Agreement with the Company (the “*CRA Agreement*”) to provide for the CRA Exemption; and

WHEREAS, notice of this proposed ordinance has been delivered to the Fairborn Board of Education in accordance with and within the time periods prescribed in ORC 5709.83.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Riverside, Ohio:

Section 1: This Council hereby approves the form of the CRA Agreement and authorizes and directs the City Manager to execute, on behalf of the City, the CRA Agreement.

- Section 2: The City hereby grants the CRA Exemption for the real property improvements made to the Project site pursuant to ORC Section 3735.67, which CRA Exemption shall be in the amount of 50% for a period of 15 years, commencing in the first year in which the Project would first be taxable were that property not exempt from taxation.
- Section 3: The Clerk of Council is hereby authorized and directed to forward an executed copy of the CRA Agreement to the City Manager within 15 days following the execution of the CRA Agreement as required by ORC Section 3735.671(F).
- Section 4: The City Manager, the Housing Officer, and the Director of Finance are each hereby authorized to take any further action on behalf of the City as shall be necessary to provide for the Exemption for the Project.
- Section 5: All formal actions of this Council related to this Ordinance and all deliberations of the City Council and the CRA Housing Council that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including ORC Section 121.22.
- Section 6: That this Ordinance shall take effect and be in force from and after the earliest date allowed by law.

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Ordinance No. 24-O-846 passed by the Riverside City Council on _____.

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

CLERK

COMMUNITY REINVESTMENT AREA AGREEMENT

This agreement made and entered into by and among the City Of Riverside, Ohio, (herein known as "Riverside"), a municipal government with its offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio 45431, and Redwood Union Schoolhouse Road Oh P1 LLC, ("herein known as "Redwood"), an Ohio limited liability corporation with its main office located at 7007 E Pleasant Valley Road, Independence, Ohio 44131.

WITNESSETH:

WHEREAS, Riverside desires to encourage the development of real property and community development opportunities within the Community Reinvestment Areas (herein known as the "CRA"); and

WHEREAS, Riverside adopted Resolution 10-R-1449, to provide for said development; and

WHEREAS, Redwood submitted the CRA Proposed Agreement and Application (herein known as the "Application") to Riverside, (herein attached as Exhibit A); and

WHEREAS, Redwood submitted supplemental information, 'Redwood Riverside Project Costs Summary', herein attached as Exhibit B, and 'Redwood Riverside Estimate Cost/Bid Worksheet', herein attached as Exhibit C.

WHEREAS, Redwood desires to invest approximately \$20,000,000 in improvements to the real property located at 7544 Union Schoolhouse Road within the Northern Community Reinvestment Area by constructing a new 90-unit multi-family residential apartment development (herein known as the "Project") provided that appropriate development tax incentives are available to support the economic viability of the Project; and

WHEREAS, the Project is expected to create \$1,370,000 in nearby infrastructure improvements, the creation of 300 jobs during construction, and two (2) full-time positions once completed; and

WHEREAS, the CRA Housing Officer (10-R-1452) assembled the Community Reinvestment Area Housing Council (10-R-1449, Section 9) to review the Application and this body determined the Project meets the eligibility criteria for a CRA tax exemption; and

WHEREAS, the Riverside City Council adopted Ordinance No. 24-O-XXX, authorizing the provisions for a 15-year, 50% real-property tax exemption for the Project, and authorizing the Housing Officer to execute the Community Reinvestment Area Agreement.

WHEREAS, Riverside will send the documents associated with procuring the CRA agreement to the Ohio Department of Development (herein after known as "ODOD") within 15 days of the passage of the legislation, for the purpose of ensuring the tax exemption is permissible by statute.

WHEREAS, Redwood will remit to the city within five (5) days of the passage of the legislation the required state CRA application fee of \$750.00, made payable to the Ohio Development Services Agency, for inclusion with the documents submitted to ODOD for review.

WHEREAS, notice of this proposed ordinance has been delivered to the Fairborn Board of Education in accordance with and within the time periods prescribed in ORC 5709.83; and

NOW, therefore, in consideration of the mutual covenants hereinafter contained and the benefit to be derived by the parties from the execution hereof, the parties herein agree as follows:

1. Redwood will construct 90 multi-family residential rental units at 7544 Union Schoolhouse Road, Riverside, OH 45424 5217, Parcel I39 300201 0053.

The Project estimated investment is \$20,000,000 for new construction and expected to generate \$1,370,000 in nearby infrastructure improvements.

The Project will begin on or about April 2024 and all acquisition, construction and installation will be completed on or about April 2027.

Redwood will notify Riverside in writing within 60 days if determined through reasonable means the project completion date will extend 120 days past the proposed completion date.

2. Redwood estimates the creation of 300 temporary construction jobs during the three-year construction period and confirms the project does not involve relocating employment positions from an Ohio location.

Redwood estimates the creations of two (2) full-time jobs within 36 months of the project commencement, with an annual payroll of \$125,000.00 and confirms the project does not involve relocating employment positions from an Ohio location.

Redwood currently has zero (0) employment positions at the proposed project site.

3. Redwood shall provide information to the CRA Housing Officer, associated with the tax exemption for the purpose of evaluating Redwood's compliance with this Agreement, including but not limited to:
 - a. Filed tax returns pursuant to Section 5711.02 of the Ohio Revised Code.
 - b. If requested, Redwood will complete a waiver form allowing the Ohio Department of Taxation to release specific tax records to Riverside.
 - c. A Construction Project Cost Report within 30 days of the project completion.
4. Riverside will file the appropriate tax forms with the Montgomery County Auditor to effect and maintain the tax exemption covered in the Agreement.

The tax exemption commences the first year for which the real property would be first taxable were that property not exempted from taxation.

Redwood shall pay such real property taxes as are not exempted under this Agreement and are charged against such property and shall file all tax reports and returns as required by law.

If Redwood fails to pay such taxes or file such returns and reports, all exemptions from taxation granted under this Agreement are rescinded beginning with the year for which such taxes are charged or such reports or returns are required to be filed and thereafter.

5. Riverside shall perform such acts as are reasonably necessary or appropriate to effect, claim, reserve, and maintain exemptions from taxation granted under this Agreement including, without limitation, joining in the execution of all documentation and providing any necessary certificates required in connection with such exemptions.
6. If for any reason the Community Reinvestment Area designation expires, the Director of the Ohio Development Services Agency revokes certification of the Community Reinvestment Area, or Riverside revokes the designation of the Community Reinvestment Area, entitlements granted under this Agreement shall continue for the number of years specified under this Agreement, unless Redwood materially fails to fulfill its obligations under this Agreement and Riverside terminates or modifies the exemptions from taxation pursuant to this Agreement.
7. If Redwood materially fails to fulfill its obligations under this Agreement, or if Riverside determines that the certification as to delinquent taxes required by this Agreement is fraudulent, Riverside may terminate or modify the exemptions from taxation granted under this Agreement.

Redwood hereby certifies that at the time this Agreement is executed, Redwood does not owe any delinquent real property taxes to any taxing authority of the State of Ohio and does not owe delinquent taxes for which Redwood is liable under Chapter 5733., 5735., 5739., 5741., 5743., 5747., or 5753., of the Ohio Revised Code, or, if such delinquent taxes are owed, Redwood currently is paying the delinquent taxes pursuant to an enforceable action by the State of Ohio or an agent or instrumentality thereof, has filed a petition in bankruptcy under 11 U.S.C.A. 101, et seq., or such a petition has been filed against Redwood.

For the purposes of the certification, delinquent taxes are taxes that remain unpaid on the latest day prescribed for payment without penalty under the chapter of the Ohio Revised Code governing payment of those taxes.

Redwood affirmatively covenants that it does not owe: (1) any delinquent taxes to the State of Ohio or a political subdivision of the State of Ohio; (2) any monies to

the State of Ohio or a state agency for the administration or enforcement of any environmental laws of the State of Ohio; and (3) any other monies to the State of Ohio, a state agency or a political subdivision of the State of Ohio that are past due, whether the amounts owed are being contested in a court of law or not.

Exemptions from taxation granted under this Agreement shall be revoked if it is determined that Redwood, any successor property owner, or any related member (as those terms are defined in Section 3735.671(E) of the Ohio Revised Code) has violated the prohibition against entering into this Agreement under Division (E) of Section 3735.671 or Section 5709.62 or 5709.63 of the Ohio Revised Code prior to the time prescribed by that division or either of those sections.

8. Redwood affirmatively covenants that it has made no false statements to the State of Ohio or local political subdivisions in the process of obtaining approval of the Community Reinvestment Area incentives. If any representative of Redwood has knowingly made a false statement to the State of Ohio or local political subdivision to obtain the Community Reinvestment Area incentives, Redwood shall be required to immediately return all benefits received under the Community Reinvestment Area Agreement pursuant to Ohio Revised Code Section 9.66 (C)(2) and shall be ineligible for any future economic development assistance from the State of Ohio, any state agency or a political subdivision pursuant to Ohio Revised Code Section 9.66 (C)(1). Any person who provides a false statement to secure economic development assistance may be guilty of falsification, a misdemeanor of the first degree, pursuant to Ohio Revised Code Section 2921.13 (A)(4), which is punishable by a fine of not more than one thousand dollars (\$1,000.00) and/or a term of imprisonment of not more than six (6) months.
9. By executing this Agreement, Redwood is committing to following non-discriminating hiring practices, acknowledging that no individual may be denied employment solely on the basis of race, religion, sex, disability, color, national origin, or ancestry.
10. This Agreement is not transferable or assignable without the express, written approval of the City of Riverside.
11. Redwood and Riverside acknowledge that this Agreement must be approved by formal action of the legislative authority of the City of Riverside as a condition for the Agreement to take effect. This Agreement takes effect upon such approval.

Riverside hereby grants the tax exemption for real property improvements made to the Project Site pursuant to Section 3735.67 of the Ohio Revised Code.

IN WITNESS WHERE OF, the City of Riverside, Ohio, by Joshua Rauch, City Manager, and pursuant to Resolution No. 10-R-1449 and Resolution No. 20-R-2619, has caused this instrument to be executed this _____ day of _____, 2024 and Redwood Riverside Union Schoolhouse Road, OH P1, LLC, by Gregory Thurman, VP of Acquisitions, has caused this instrument to be executed this _____ day of _____, 2024.

CITY OF RIVERSIDE, OHIO

Joshua Rauch, City Manager

REDWOOD RIVERSIDE UNION SCHOOLHOUSE ROAD, OH P1, LLC

Gregory Thurman, VP of Acquisitions

Approved as to form:

Dalma Grandjean, Law Director
City of Riverside

EXHIBIT A**Community Reinvestment Area Proposed Agreement And Application**

DocuSign Envelope ID: 9A597611-F989-49A1-AD54-08E16832FB5A

OFFICE USE ONLY: CRA District _____


**COMMUNITY REINVESTMENT AREA
PROPOSED AGREEMENT AND APPLICATION**

PROPOSED AGREEMENT for a Community Reinvestment Area Tax Exemption between the
City of Riverside located in the County of Montgomery and
Local Legislative Authority
Redwood Riverside Union Schoolhouse Road OH P1, LLC 04/21/2023
Property Owner Date

1. a. Name of property owner, home or main office address, contact person, and telephone number (attach additional pages if multiple enterprise participants).

<u>Redwood Riverside Union Schoolhouse Road OH P1 LLC</u>	<u>Gregory Thurman</u>
<u>Enterprise Name</u>	<u>Contact Person</u>
<u>7007 E. Pleasant Valley Road</u>	
<u>Independence, OH 44131</u>	<u>(513) 458-9810</u>
<u>Address</u>	<u>Telephone Number</u>

- b. Project site:

<u>7544 Union Schoolhouse Road</u>	<u>Gregory Thurman</u>
	<u>Contact Person</u>
<u>7007 E. Pleasant Valley Road</u>	
<u>Independence, OH 44131</u>	<u>(513) 458-9810</u>
<u>Address</u>	<u>Telephone Number</u>

2. a. Nature of commercial/industrial activity (manufacturing, warehousing, wholesale or retail stores, or other) to be conducted at the site.

Multi-Family Residential

- b. List primary 6 digit North American Industry Classification System (NAICS) # 531110

Business may list other relevant SIC numbers _____

- c. If a consolidation, what are the components of the consolidation? (must itemize the location, assets, and employment positions to be transferred: N/A

d. Form of business of enterprise (corporation, partnership, proprietorship, or other).

LLC

3. Name of principal owner(s) or officers of the business.

David Conwill, Steve Kimmelman

4. a. State the enterprise's current employment level at the proposed project site:

0

b. Will the project involve the relocation of employment positions or assets from one Ohio location to another? Yes___ No X

c. If yes, state the locations from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:

N/A

d. State the enterprise's current employment level in Ohio (itemized for full and part-time and permanent and temporary employees):

N/A. (Parent entity has employees elsewhere in state.)

e. State the enterprise's current employment level for each facility to be affected by the relocation of employment positions or assets:

N/A

f. What is the projected impact of the relocation, detailing the number and type of employees and/or assets to be relocated?

N/A

5. Does the Property Owner owe:
- Any delinquent taxes to the State of Ohio or a political subdivision of the state?
Yes ___ No X
 - Any moneys to the State or a state agency for the administration or enforcement of any environmental laws of the State? Yes ___ No X
 - Any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not?
Yes ___ No X
 - If yes to any of the above, please provide details of each instance including but not limited to the location, amounts and/or case identification numbers (add additional sheets).
6. Project Description: Build and operate 90 new multi-family residential rental units.
-
-
-
7. Project will begin December, 20 23 and be completed May, 20 26 provided a tax exemption is provided.
8. a. Estimate the number of new employees the property owner will cause to be created at the facility that is the project site (job creation projection must be itemized by the name of the employer, full and part-time and permanent and temporary):
Leasing Manager, Service Technician, 300 temp full-time construction jobs for 3 years.
-
- b. State the time frame of this projected hiring: 3 yrs.
- c. State proposed schedule for hiring (itemize by full and part-time and permanent and temporary employees):
Two full-time jobs will be hired within 36 months of project commencement.
-
9. a. Estimate the amount of annual payroll such new employees will add \$ 125,000.00 full-time (new annual payroll must be itemized by full and part-time and permanent and temporary new employees).

b. Indicate separately the amount of existing annual payroll relating to any job retention claim resulting from the project: \$ 0

10. An estimate of the amount to be invested by the enterprise to establish, expand, renovate or occupy a facility:

A. Acquisition of Buildings:	\$ <u>0</u>
B. Additions/New Construction:	\$ <u>20,000,000.00</u>
C. Improvements to existing buildings:	\$ <u>0</u>
D. Machinery & Equipment:	\$ <u>0</u>
E. Furniture & Fixtures:	\$ <u>0</u>
F. Inventory:	\$ <u>0</u>
Total New Project Investment:	\$ <u>20,000,000.00</u>

11. a. Business requests the following tax exemption incentives: 50 % for 15 years covering real property as described above. Be specific as to the rate, and term.

b. Business's reasons for requesting tax incentives (be quantitatively specific as possible)
Overall construction costs have continued to rise, resulting in impediments to housing
projects. The requested incentives allow the project to be viable from an underwriting
perspective and will keep the project stable during ramp-up and into full operation.
Without any incentives, the project has an approximately \$1,500,000 underwriting gap.

Submission of this application expressly authorizes City of Riverside (name of local jurisdiction) to ~~contact~~ the Ohio Environmental Protection Agency to confirm statements contained within this application including item # 5 and to review applicable confidential records. As part of this application, the property owner may also be required to directly request from the Ohio Department of Taxation, or complete a waiver form allowing the Department of Taxation to release specific tax records to the local jurisdiction considering the request.

The Applicant agrees to supply additional information upon request.

The Applicant affirmatively covenants that the information contained in and submitted with this application is complete and correct and is aware of the ORC Sections 9.66(C) (1) and 2921.13(D) (1) penalties for falsification which could result in the forfeiture of all current and future economic development assistance benefits as well as a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.

Redwood Riverside Union

Schoolhouse Road OH P1, LLC
 Name of Property Owner

4/21/2023

Date

Signature

VP, Acquisitions

Typed Name and Title

* A copy of this proposal must be forwarded by the local governments to the affected Board of Education along with notice of the meeting date on which the local government will review the proposal. Notice must be given a minimum of fourteen (14) days prior to the scheduled meeting to permit the Board of Education to appear and/or comment before the legislative authorities considering the request.

** Attach to Final Community Reinvestment Area Agreement as Exhibit A

Please note that copies of this proposal must be included in the finalized Community Reinvestment Area Agreement and be forwarded to the Ohio Department of Taxation and the Ohio Development Services Agency within fifteen (15) days of final approval.

EXHIBIT B**Redwood Riverside Estimate Cost/Bid Worksheet**

Redwood Riverside, Oh								
	Items		Cost Estimate or Bid					
1	Wetland Mitigation & cost of permitting		\$ 90,000.00	Includes mitigation & cost of permitting				
2	Retaining wall at First right of refusal parcel needed to create useable space		\$ 80,000.00	includes cost to install & permit				
3	Public Rd Improvements including pavement expansion and associated appurtenances		\$ 600,000.00	includes cost to design & permit				
4	Utility Pole Relocation		\$ 150,000.00	relocate 5 poles				
5	Ex San Sewer Relocation		\$ 100,000.00	relocate to utilize space efficiently				
6	Demolition of existing structures		\$ 100,000.00	demo, asbestos/enviro mediation				
7	Finance cost for above items		\$ 250,000.00					
	TOTAL		\$ 1,370,000.00					

EXHIBIT C

Redwood Riverside Cost Summary

Uses	
	Overall
Land	\$950,000
Site Costs	\$4,082,462
Shared Costs	\$0
Building Costs	\$10,624,408
Construction Interest	\$1,059,370
Deferred Administration Fee (7.1% of hard costs)	\$1,037,938
Soft Costs	\$2,574,991
Contingency	\$588,275
Lease Up Reserve	\$265,141
Total Uses	\$21,182,585



MEETING DATE: February 1, 2024

AGENDA ITEM: New Business

TO: Riverside City Council

FROM: Josh Rauch, City Manager

SUBJECT: **Ordinance No. 24-O-847** - An ordinance repealing Section 125.01 Investment Policy of the City of Riverside Codified Ordinances.

EXPLANATION

In 2006, the City adopted an ordinance describing a detailed investment policy for the City and requiring the creation of an Investment Policy Committee consisting of City staff and a member of Council. The ordinance was improperly codified, and in recent years the Investment Policy Committee has not met.

State statutes already provide significant guidance to local officials on appropriate investment strategy. The City's capital is generally held in checking or savings accounts and low-risk bonds/notes. The City also participates in the STAR Ohio program, which is sponsored by the State Treasurer and is intended to give local governments access to competitive rates with low risk, while allowing participants to maintain highly liquid investments.

Given the changing financial landscape since 2006, the availability of low-risk State-sponsored investment options for the City, and the need to clean up the codified ordinances, staff recommend repealing Section 125.01 of the City Code. If needed, alternative legislation can be developed and adopted in the future which better addresses the City's circumstances and the current regulatory environment.

RECOMMENDATION

It is respectfully recommended that the Mayor and City Council approve the attached legislation

FISCAL IMPACT

None

SOURCE OF FUNDS

N/A

EXHIBITS

None

ORDINANCE NO. 24-O-847**PASSED: _____**

AN ORDINANCE REPEALING SECTION 125.01 INVESTMENT POLICY OF THE CITY OF RIVERSIDE CODIFIED ORDINANCES.

WHEREAS, the City of Riverside, Ohio, adopted Ordinance No. 06-O-348 on July 20, 2006, creating an Investment Policy within the Administrative Code of the Riverside Codified Ordinances; and,

WHEREAS, the City has not participated in utilizing an investment review committee to discuss the city's investment portfolio; and,

WHEREAS, the City complies with all the state laws and regulations regarding investments as prescribed within the Ohio Revised Code; and,

WHEREAS, the City desires to repeal Section 125.01 of the Riverside Codified Ordinances.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Riverside, Ohio:

Section 1: That the City Council of Riverside, Ohio, hereby repeals Section 125.01 Investment Policy of the City of Riverside Codified Ordinances in its entirety as indicated in 'Exhibit A'.

Section 2: That this Ordinance shall take effect and be in force from and after the earliest date allowed by law.

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Ordinance No. 24-O-847 passed by the Riverside City Council on _____.

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

CLERK

~~125.01 Investment policy adopted.~~

- ~~(a) The Investment Policy as set forth in Exhibit A attached to Ordinance 06-O-348 is hereby adopted.~~
- ~~(b) The Director of Finance is authorized to enter into any agreement necessary to implement this policy and invest public monies pursuant to and in compliance with the terms of such policy and to review such policy on an annual basis.~~
- ~~(c) The Director of Finance is further authorized to enter orders to purchase or sell securities of every kind and description for and on behalf of the City of Riverside and to sell, assign and enclose or transfer certificates representing stocks, bonds or other securities registered in the name or for the account of the City of Riverside, in accordance with this investment policy and applicable statutes.~~
- ~~(d) The Director of Finance and the City Manager shall be relieved from any liability for the loss of any public monies invested pursuant to and in compliance with such policy and applicable statutes, including, but not limited to, losses occasioned by the sale of any instruments, securities or obligations, the closing of any deposit accounts or the failure of any depositing to the extent permitted by law.~~

~~(Ord. 06-O-348, Passed 7-20-06)~~



MEETING DATE: February 1, 2024

AGENDA ITEM: New Business

TO: Riverside City Council

FROM: Frank Robinson, Police Chief

SUBJECT: Resolution No. 24-R-2913 – A resolution authorizing the city manager to enter into a five-year agreement with Flock Group, Inc. for the Riverside Police Department.

EXPLANATION

This resolution locks in the current fixed rate for the next five years for professional services with Flock Group, Inc.

RECOMMENDATION

It is respectfully recommended that the Mayor and City Council approve the attached legislation.

FISCAL IMPACT

\$37,500 each year for the next five years.

SOURCE OF FUNDS

Police Contract Services: 2203-215-450-540000

EXHIBITS

N/A

RESOLUTION NO. 24-R-2913

PASSED: _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A FIVE-YEAR AGREEMENT WITH FLOCK GROUP, INC. FOR THE RIVERSIDE POLICE DEPARTMENT.

WHEREAS, the City adopted Resolution No. 23-R-2837 accepting a subgrant from the Ohio Department of Public Safety for the purchase of fixed mount cameras from Flock Group, Inc. and executed a services agreement with Flock Group, Inc. to fulfill the terms of the grant; and,

WHEREAS, this resolution maintains the annual rate of \$37,500 for the five-year agreement to be paid to Flock Group, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Riverside, Ohio:

Section 1: That the City Manager is authorized to enter into a five-year agreement with Flock Group, Inc. for cameras and professional services for the Riverside Police Department.

Section 2: That the Clerk of Council be and is hereby authorized and directed to forward a certified copy of the within resolution to the City Manager, Finance Director, and Police Chief.

Section 3: That this resolution shall take effect and be in force from and after the date of its passage.

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. 24-R-2913 passed by the Riverside City Council on _____.

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

CLERK

MEETING DATE: February 1, 2024

AGENDA ITEM: New Business

TO: Riverside City Council

FROM: Josh Rauch, City Manager

SUBJECT: **Resolution No. 24-R-2914** - A resolution appointing a representative from a legislative authority in Montgomery County to the Montgomery County 9-1-1 Program Review Committee pursuant to Ohio Revised Code Section 128.06(A)(5).

EXPLANATION

The ORC mandates that each county in Ohio maintain a countywide 9-1-1 Program Review Committee and Montgomery County has had a committee in place since 1987. However, with the passage of HB33, the State's budget bill, the composition of the Review Committee was revised beginning in October 2023.

Oakwood City Manager Norb Klopsch has been serving on the 9-1-1 Program Review Committee as an appointee of the Greater Dayton Mayors and Managers Association (GDMMA). However, with the recent change in the ORC the municipal appointee to the Review Committee must be a member of the legislative authority of a municipal corporation in the county selected by the majority of the legislative authorities of municipal corporations in the county pursuant to a resolution they adopt.

As Norb Klopsch does not meet the revised legislative authority appointee requirement, Oakwood Mayor William Duncan has agreed to serve in this capacity assuming the other 24 legislative bodies within Montgomery County pass this Resolution naming him to the Montgomery County 9-1-1 Program Review Committee. Centerville Mayor Brooks Compton has agreed to serve as the alternate.

The attached resolution officially signifies Council's support for these nominees to serve on the County's 9-1-1 Committee.

RECOMMENDATION

It is respectfully recommended that the Mayor and City Council approve the attached legislation

FISCAL IMPACT

None

SOURCE OF FUNDS

N/A

EXHIBITS

None

RESOLUTION NO. 24-R-2914**PASSED: _____**

A RESOLUTION APPOINTING WILLIAM DUNCAN TO THE MONTGOMERY COUNTY 9-1-1 PROGRAM REVIEW COMMITTEE PURSUANT TO OHIO REVISED CODE SECTION 128.06(A)(5).

WHEREAS, pursuant to Ohio Revised Code Section 128.06(A)(5), a member of the Montgomery County 9-1-1 program review committee shall be a member of the legislative authority of a municipal corporation in the county selected by the majority of the legislative authorities of municipal corporations in the county pursuant to resolutions they adopt; and

WHEREAS, Mayor William Duncan is a member of the City Council for the City of Oakwood, Ohio, thereby meeting the qualifications and eligibility requirements for service upon the Montgomery County 9-1-1 Program Review Committee, as per Ohio Revised Code Section 128.06(A)(5); and

WHEREAS, the Council of the City of Riverside, Montgomery County, Ohio (“City Council”) considers Mayor William Duncan to be eminently qualified to serve as a member of the Montgomery County 9-1-1 program review committee.

WHEREAS, the City Council desires to designate Centerville Mayor Brooks Compton to be the first alternate to Mayor William D. Duncan, in the event that Mayor Duncan is no longer a member of the legislative authority of the City of Oakwood.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Riverside, Ohio:

Section 1: That pursuant to Section 128.06(A)(5) of the Ohio Revised Code, City Council hereby selects and designates William Duncan, a member of the City Council of the City of Oakwood, Ohio, as a member of the Montgomery County 9-1-1 program review committee.

Section 2: That the Council hereby finds and determines that all formal actions relative to the passage of this legislation were taken in an open meeting of this Council, and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3: That this resolution shall take effect and be in force from and after the earliest time allowed by law.

ATTEST:

APPROVED:

CLERK

MAYOR



CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. 24-R-2914 passed by the Riverside City Council on _____.

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

CLERK



MEETING DATE: February 1, 2024

AGENDA ITEM: New Business

TO: Riverside City Council

FROM: Katie Lewallen, Communications Manager/Clerk of Council

SUBJECT: Resolution No. 24-R-2915 – A resolution amending Resolution No. 23-R-2896 passed by the Council of the City of Riverside, Montgomery County, Ohio, declaring it necessary to levy a tax in excess of the ten mill limitation.

EXPLANATION

This resolution amends previously passed Resolution No. 23-R-2896 to list the dollar amount per \$100,000 valuation as part of the ballot language as required by ORC Section 5705.03(B)(3).

RECOMMENDATION

It is respectfully recommended that the Mayor and City Council approve the attached legislation.

FISCAL IMPACT

N/A

SOURCE OF FUNDS

N/A

EXHIBITS

N/A

RESOLUTION NO. 24-R-2915**PASSED:** _____

A RESOLUTION AMENDING RESOLUTION NO. 23-R-2896 PASSED BY THE COUNCIL OF THE CITY OF RIVERSIDE, MONTGOMERY COUNTY, OHIO, DECLARING IT NECESSARY TO LEVY A TAX IN EXCESS OF THE TEN MILL LIMITATION.

WHEREAS, the Council of the City of Riverside, Montgomery County, Ohio, passed Resolution No. 23-R-2896 on December 7, 2023, declaring it necessary to levy a tax in excess of the ten mill limitation; and,

WHEREAS, the Ohio Revised Code Section 5705.03, updated by House Bill 140, requires the levy rate to be listed as dollars per one hundred thousand; and,

WHEREAS, the levy shall be at a rate of 4.95 mills for each one-dollar of taxable valuation, which amounts to \$173 for each \$100,000 of the county auditor's appraised value.

WHEREAS, Council through the adoption of Resolution No. 23-R-2890 declared the necessity of a five-year replacement levy in excess of the ten-mill limitation for the purpose of providing and maintaining motor vehicles, communications, and other equipment used directly in the operation of the police department, or the payment of salaries of permanent police personnel; and

WHEREAS, the Council pursuant to Section 5705.03(b) of the Ohio Revised Code, requested and received the total current tax valuation of the City of Riverside and the dollar amount of revenue that would be generated by a 4.95 mill replacement levy for a five-year period; and

WHEREAS, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary requirements of said City of Riverside, Montgomery County, Ohio;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Riverside, Ohio:

Section 1: That this Council of the City of Riverside, Montgomery County, Ohio, by two-thirds of all members elected thereto concur, that it is necessary that the replacement tax be levied in excess of the ten-mill limitation for the purpose of operating and maintaining the police department and for all other purposes authorized by O.R.C. 5705.19 (J).

Section 2: The question of passage of said replacement tax levy shall be submitted to the electors of the City of Riverside at an election to be held on March 19, 2024. If a majority of the voters voting on this replacement levy vote in favor thereof, this levy shall be first placed on the tax list and duplicate for the tax year of 2024, for collection in calendar year 2025.

Section 3: That the Clerk of this Council of the City of Riverside, Ohio, is hereby directed to certify a copy of this Resolution to the Board of Elections, Montgomery County, Ohio, at least 90 days prior to the election to be held March 19, 2024, and notify said Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

_____ moved, and _____ seconded the Motion and the roll being called upon its adoption the vote resulted as follows:

PASSED THIS DAY _____.

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. 24-R-2915 passed by the Riverside City Council on _____.

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

CLERK

CITY MANAGER

PREVIOUS

UPDATES

MEMORANDUM

TO: Honorable Mayor and Councilmembers
FROM: Josh Rauch, City Manager
DATE: January 19, 2024
SUBJECT: Weekend Update
CC: City Clerk, Law Director, City Staff

City Manager's Office/Administration

- This week I attended the assumption of command ceremony for Lt. Gen. Donna Shipton, who is now overseeing the Air Force Life Cycle Management Center (LCMC).
- Met with Wright Brothers Institute (WBI) to discuss a potential scope of work for facilitating a Council retreat and other economic development initiatives.
- Attended the MVRPC TAC meeting on Thursday morning.
- Met with TechAdvisors to discuss a five-year replacement plan for City IT assets.
- Virtually attended the Mayors & Managers meeting to approve new bylaws.
- **Thank you to our Public Service Department for their diligence in monitoring roads and keeping them clear during this week's weather events. It takes a lot of patience and skill in uncomfortable circumstances to do that work well, and we appreciate your hard work and dedication.**

Communications/Public Relations

- No major updates this week.

Community Development Department

Code Enforcement:

- There were 13 new cases this week; 33 cases were closed. Currently 379 code violations cases are open or pending.
- One inoperable vehicle was towed after it was originally tagged on January 10th.
- Rob recovered two (2) stolen street signs while following up on another case. The signs belong to the City of Dayton, and they were returned to Dayton's Sign Shop.

Economic Development:

- Lori attended the SWPP's Risk Point Buy Down (RPBD) work session this week. The RPBD program is a method for reducing groundwater risk through the purchasing of pounds of chemical inventory allotted to a site. This permanently reduces the total amount of chemicals permitted or Total Maximum Daily Inventory (TMDI) for the site. Revisions to the policy for the RPBD program were discussed.
- Notice of the proposed Redwood CRA Agreement was sent to the Fairborn City School District.

Planning & Zoning:

- Nia attended the Children's Water Festival Planning Committee meeting this week. The Festival is scheduled for May 8th at the University of Dayton.
- The January BZA agenda and staff reports have been posted on City website. The documents for the upcoming meeting can be found: [here](#).

Finance Department

- This week staff primarily focused on running AP checks.
- Kim met with staff from the Shared Resource Center to discuss financial modeling and related tasks.

Fire Department

Administration:

- Engine 5 ruptured a coolant line on the Kevin Drive structure fire and had to be towed from the scene. The Dayton Garage fixed the unit at Station 6 the following morning.
- Medic 6 was taken to Horton in Columbus for accident repairs and warranty work. We expect to have it back in the city by Friday afternoon.
- Engine 7 is at the Dayton shop getting additional items repaired that were identified in last month's preventative maintenance service.
- The new pickup truck was taken to get the cap painted black per specification. It should be back at P&L mid next week to finish the upfitting of the lights.
- The 2024 lieutenant job posting has closed. We had six candidates apply for the position that met the minimum qualifications. The next step is the written test on March 2, 2024.

Incidents and Staffing:

- Crews responded to 72 EMS incidents and 15 Fire incidents.
 - Averaged 12.42 incidents per day.
- The RFD averaged 8.5 personnel working per day.
- Crews responded to Kevin Drive in the early morning hours of January 12, 2024, for a structure fire. RFD crews with the assistance of our mutual-aid partners found a single-story residence with heavy fire involvement. Crews worked to extinguish same. The sole occupant was out upon arrival. Crews worked for three hours and no injuries to staff were reported.
- Crews also responded to two mutual-aid structure fires this week.

Community Outreach:

- Crews conducted several home safety inspections over the past week for city residents.
- BC Taylor had attended a plan review course at the State Fire Academy.

Training:

- A training meeting was held to outline our 2024 training schedule. The first half of the year will concentrate on in-service training on new assets acquired by the RFD for both engine and rescue operations.
- Crews are beginning to put together training outlines for the newly delivered rescue equipment that will soon be put into service.

Police Department

- Currently scheduling officers for CIT (Crisis Intervention Team) training
- Josh Schmidt will be attending OSHP Criminal Intelligence Unit training – Connected Vehicle
- Sgt Schmidt will be attending Critical Incident Leadership for Patrol Operations training.
- Scheduled Radio Maintenance testing for Montgomery County over the next two weeks
- Working with NCCJ on 2024 Police in Youth Camp for Spring Break (March 25-29)
- Mollie Berger completed all hiring phases. Preparing for Molly Berger and FTO training
- Retained Dr. Phillip Price (Price consultation)
- First hiring process of 2024 will begin 1/22/2024 (April Davis assisting)
- \$26,000 re-imbursement received for all 2023 CPT training.
- Ordered three 2024 cruisers via Enterprise.

Public Service Department

Engineering/Administration/Projects

- The Service Department is re-posting to fill a maintenance worker position.
- In-house snow plow training continues with new hires.
- Staff has reviewed, approved, and inspected multiple right-of-way permits.
- Creekside walking trail is scheduled to open at the end of the month.
- Salt crews were called out Sunday and Tuesday for snow events, new hires performed very well.

Crews

- Wednesday cleaned and checked fluids on trucks getting them ready for snow on Friday.
- Took old ambulance to Danco for new Service Department Decals.
- Picked up dead animals, trash, and mattresses on the road
- Pothole patched on Woodman Dr.
- Repaired signs down around the city.
- Pick up fluids and supplies for trucks and operating needs.
- Scheduled preventive maintenance for the reach arm mower.
- With the extreme cold we had to bust up frozen salt to work in salt augers.
- Brined roads in prep for Friday's storm.
- Received salt deliveries on Thursday and Friday.
- Cleaned shop and parks.
- Salted roads on Friday.

MEMORANDUM

TO: Honorable Mayor and Councilmembers

FROM: Josh Rauch, City Manager

DATE: January 26, 2024

SUBJECT: Weekend Update

CC: City Clerk, Law Director, City Staff

City Manager's Office/Administration

- Connected with the Downing Group this week to discuss grant application strategies for Wright Point. Staff and the Downings will continue to work toward applying for grant funding that will help us address needed capital investments in the buildings.
- Participated in an ODOT listening session hosted by MVRPC regarding future transportation infrastructure.
- Met with Choice One to discuss the Woodman Phase 1 (US 35 to Eastman) project.
- Held the first SS4A Task Force meeting and introduced participants to Woolpert and the TID.
- Met with Joe Braden, regional liaison for the State Auditor, to get acquainted.
- Finished a first draft of the FY2024 Budget document and circulated to Department Heads for review. Once this review is complete, the draft will go to the Citizens Budget Committee and then to Council for review.

Communications/Public Relations

- Created the following Social Media posts (Facebook and LinkedIn) – We Are Hiring (Maintenance, Admin, HR Intern), Police Hiring, ODOT Update, Fire Department Hiring – Fire Inspector (PT), and Taxpayer Assistance.
- Finalized Site Map for new website and submitted to Revize.
- Added City News on website: Snow Removal Policy, Business Development Information & Land Use Zoning, and Taxpayer Assistance.
- Cleaned up current website so that outdated data does not transfer when the time to move to new site occurs.
- Participated in Athenian (1/24) to further skills and work on MMC (Master Municipal Clerk) accreditation.

Community Development Department

- The new Community Development Technician, Daniel Upton, started this week.
- The Department will start interviewing finalist for the Spring 2024 Internship within the next two weeks.
- Lori and Nia attended the Source Water Protection Program Pre-Fund Board meeting this week.

Code Enforcement:

- There were 5 new cases this week; 10 cases were closed. Currently 373 code violations cases are open or pending.
- Rob will be on vacation until next Wednesday.

Economic Development:

- A formal announcement and FAQ about the Land Use Moratorium was posted on the City website and shared with other key stakeholders (e.g. Riverside Chambers of Commerce, Dayton Area Board of Realtors, etc.). Staff has also had multiple individual conversations with interested businesses owners.
- The remaining properties submitted for the 2023 ODOD Demolition Program were sent out to bid this week for remediation:
 - 4740 Linden Avenue
 - 2350 Forest Home Ave
 - 321 Majorie Ave
 - 4420 Fair Park Avenue
 - 528 Blue Bell Road

Planning & Zoning:

- The BZA heard two cases this week at their monthly meeting. All items requested were approved.

Finance Department

- W-2s have been compiled and mailed. Michelle did an excellent job verifying settings and making sure the new system was setup for details to be pulled appropriately for these reports.
- Meetings have been setup with Redtree Investments and Morgan Stanley to talk all things investment for future investment diversification planning.
- Bradley Payne is on our calendar to speak about debt outstanding for the city.
- 2023 financial reconciliations are close to being wrapped up.

Fire Department

Administration:

- Medic 6 is still at Horton in Columbus for accident repairs and warranty work. We hope to have it back in the city by Tuesday.
- Engine 7 is still at the Dayton shop getting additional items repaired that were identified in last month's preventative maintenance service.
- BC Taylor and Chief Miller finalized the part-time fire inspector/investigator job description. The job opening was posted on NeoGov by our HR Manager. We hope to at least get one qualified person to fill the two current vacancies.

Incidents and Staffing:

- Crews responded to 86 EMS incidents and 15 Fire incidents.
 - Averaged 14.42 incidents per day.
- The RFD averaged 8.14 personnel working per day.
- On Saturday RFD along with our mutual-aid partners responded to the 2300 block of Rondowa Ave. for a reported structure fire. Crews arrived and found a working fire in the walls and exterior of the structure. Crews quickly opened up and extinguished the fire. Crews operated for just over one hour.
- On Tuesday crews responded to Ames Ave. for imminent childbirth. RFD medics assisted with the delivery of one child at the scene and a second upon arrival at the hospital. Both the newborns and mother are doing fine.
- On Tuesday crews responded to a structure fire in Dayton off 3rd street. Crews worked for 45 minutes prior to returning to the city.
- On Wednesday crews responded to the 200 block of Woodman for a person struck. RFD medics quickly assessed the patient and transported them to the trauma center in serious condition.

Community Outreach:

- Crews conducted several home safety inspections over the past week for city residents.

Training:

- Crews conducted air consumption training this week at Station 6. This is essential training for personnel to understand their limitations when breathing from their SCBA and exhorting themselves.

Police Department

- Officer Mollie Berger was sworn in on Wednesday by Mayor Williams, she started on the road with FTO Stamper Thursday
- Demo of Precision laser from Trimble – needed for severe and fatal crashes – can be used on other critical scenes as well.
- Officer Toscani will be attending The Ohio School Resource Officer Training. Mad River Schools assisted in paying half the tuition.
- Sgt Safriet's shift along with OSP handled a pedestrian strike at 241 Woodman Wednesday night.
- 3rd and 4th quarter reports complete for the ARP grant covering the Flock cameras.
- Legislation for a 5-year price lock in on the Flock camera program.
- 2024 CPT training has begun.
- Upgraded the police phone system to stop robo calls.
- The union voted on new union reps. (Toscani, Stamper and Skinner).

Public Service Department

Engineering/Administration/Projects

- The staff met with Choice One Engineering on-site to review construction limits for Phase 1 of Woodman Dr. Reconstruction. Staff is working on getting bids for tree removal along Woodman Dr.
- The staff reviewed, approved, and inspected multiple right-of-way permits.
- Staff was involved with the Parks & Rec meeting that was held on Wednesday night.
- Staff is working with CMT to put together a bid packet for the replacement of the wheelchair ramps for the 201/202/835 Urban Paving Project.
- The Service Department is accepting applications to fill an open maintenance worker position.

Crews

- Patched potholes on the main thoroughfares using a combination of Perma Patch and made our first 2024 visit to Valley Asphalt for hot mix.
- Also patched in plats where resident complaints came in.
- Worked on computer access for completion of Cyber Training for the whole Department.
- Made several sign repairs.
- Began maintenance and repairs on summer equipment.
- Cleaned and serviced dump trucks after another snowstorm last weekend.
- The new reach arm mower was serviced this week as scheduled maintenance.
- Continued customization of the "sign truck"; the ambulance transferred to us from the Fire Department.
- Received 200 tons of road salt.