

# Pride ~ Progress ~ Possibilities

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

**February 2, 2023**

**Council Meeting**

**6:00 P.M.**

**City Council**

**PETER J. WILLIAMS, MAYOR**

**MIKE DENNING  
APRIL FRANKLIN  
BRENDA FRY  
ZACHARY JOSEPH  
SARA LOMMATZSCH  
JESSE MAXFIELD**

**Josh Rauch, City Manager**

**Katie Lewallen, Clerk of Council**

# Calendar for year 2023 (United States)



## January

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Council meetings in aubergine.

Work sessions in pale yellow.

**Jan 1** • New Year's Day  
**Jan 2** • 'New Year's Day' day off  
**Jan 16** • Martin Luther King Jr. Day  
**Feb 20** • Presidents' Day  
**May 29** • Memorial Day

**Jun 19** • Juneteenth  
**Jul 4** • Independence Day  
**Sep 4** • Labor Day  
**Oct 9** • Columbus Day  
**Nov 10** • 'Veterans Day' day off

**Nov 11** • Veterans Day  
**Nov 23** • 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 2, 2023  
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) PRESENTATION – Redwood Development
- 8) MINUTES – Approval of minutes from the January 12, 2023, council work session, and January 19, 2023, council business meeting.
- 9) ACCEPTANCE OF CITIZEN PETITIONS
- 10) DEPARTMENT UPDATES:
  - A) Finance Department
  - B) Administration Department
  - C) Community Development Department/City Manager Report
- 11) PUBLIC COMMENT ON AGENDA ITEMS
- 12) NEW BUSINESS
  - A) ORDINANCES
    - I) **Ordinance No. 23-O-818** – An ordinance by the City Council of the City of Riverside, Ohio approving a change in the district boundaries as shown on the zoning map of the City of Riverside, Ohio for the property located at 7544 Union Schoolhouse Road, Parcel ID No. I39300201 0053, from R-3 Medium Density Residential District to PUD, Planned Unit Development District. (1<sup>st</sup> 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.*

- II) **Ordinance No. 23-O-819** – An ordinance to approve employee position titles, number of positions and pay ranges and to repeal Ordinance No. 22-O-807 passed October 6, 2022, and declaring an emergency. (1<sup>st</sup> reading)

B) RESOLUTIONS

- I) **Resolution No. 23-R-2823** – A resolution by the Riverside City Council authorizing a two percent increase in the City Manager's annual salary effective January 1, 2023.
- II) **Resolution No. 23-R-2824** – A resolution by the Riverside City Council authorizing a two percent increase in the Clerk of Council's annual salary effective January 1, 2023.

13) PUBLIC COMMENT ON NON-AGENDA ITEMS

14) COUNCIL MEMBER COMMENTS

- 15) 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; and 103.01(2) To consider the purchase of property for public purposes, or for the sale of public property, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal or private interest is adverse to the general public interest.

16) RECONVENE

17) ADJOURNMENT

MINUTES

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

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

**ROLL CALL:** Council attendance was as follows: Mr. Denning, present; Mrs. Franklin, present; Ms. Fry, present; Mr. Joseph, 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; and Katie Lewallen, Clerk of Council.

**EXCUSE ABSENT MEMBERS:** No members of council were absent.

**ADDITIONS OR CORRECTIONS TO AGENDA:** No changes were made to the agenda.

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

**WORK SESSION ITEMS:**

**I. Proclamation Policy** – Mr. Rauch stated this was to have a conversation for proclamations and the practice of cities and mayors adopting proclamations. It is typically an executive function. It came up because one of the things learned last year is that the clerk would benefit from having more structure around the process that way proclamations aren't coming in last minute and making sure people can be present for acceptance. He added they should discuss the purpose of the proclamations and the role council has in proclamations that are suggested/requested. It is up to them to decide on the process and what they want it to symbolize and signify.

Ms. Fry stated they had previously discussed about the process of getting a proclamation through. She recalled it was not contentious. She requested a follow-up conversation because the way it is worded is that the council is making the proclamation as opposed to just the mayor. If it is coming from the entire council, then there is no process where the council agrees if they want to have a proclamation. The appropriateness is that if it matches what council says, then council supports it. If it is coming from the mayor, then it should be just the mayor.

Mr. Joseph stated he agreed. The mayor is a ceremonial type of position and would have the right to hand the keys of the city to a person or declare certain days after a person. While it has never been an issue, they don't want something to happen down the road where council would not support it and there just be a proclamation from the mayor and council. If the mayor wants it then the mayor can do it. If council wants to do something, then they can suggest it to the mayor or come together and discuss it.

Mrs. Franklin stated that proclamations are good. For her, she doesn't need a formal vote to get a proclamation across the table. She stated she understands any of them can make or bring a proclamation; the mayor just delivers it. If that is a policy they want, then maybe that needs to be reflected. She just would like to be notified there is a proclamation coming up, and if there is an issue, they can discuss it at council. She added that there is nothing they have recognized in the last three years she felt was bad. It doesn't need to be in depth, just clarification on who and why on a proclamation. This could happen by email. Anyone who has an issue can bring it up. She added that any member of council can suggest a proclamation and should do the work gathering the information with the clerk doing the edit.

Mr. Joseph stated that is what he was thinking as well. He feels that by setting a policy, it will supersede the seven of them being on the board. The purpose of this is so that a mess will not happen and there will be a process to not get sloppy for future councils. Mrs. Franklin stated they can change their policy/operating procedures every year because it is their operating procedures.

Mayor Williams stated that he wants to comment at the suggestion of the clerk on a timeline that is adhered to for proclamations. He stated he has done a number of proclamations that didn't have a lot of timing involved. This will put in writing and in practice a 30-day window or so in place where the clerk knows in March a councilmember wants to recognize something that all information is gathered and people are available. This is something that needs to be shared with plenty of time as opposed to council getting an agenda and seeing it for the first time. He added that establishing a turn around time will allow for everyone to ask questions and provide enough time for it to be put on the agenda.

Ms. Lommatzsch stated it is important not to talk about personalities or people in public meetings. Organizations are one thing but discussing giving or not giving to an individual may be hurtful. She believes the whole point of the conversation is for council to know ahead of time.

Discussion was held on deliberations that councilmembers can hold.

The clerk discussed researching other municipalities and best practices for proclamations. It is more of a time consideration to make sure everything is properly submitted and correctly formatted, as well as, to allow for a person or persons to be contacted in order to accept the proclamation. This is more of a guideline to follow as there may be times when things come up sooner than within a 30 day window.

Ms. Fry stated if they are going to continue with proclamations from the city when requested, then immediate notification goes to all of council. There also needs to be some guidance for when a councilmember disagrees. She asked what that guidance would be. Mrs. Franklin stated they can mention it during their council comments. Mayor Williams stated that should he propose recognizing someone then the clerk would notify council and should one of them have a concern about it, then the two of them could speak about it. Once they speak, then they can determine if questions have been answered and/or whether or not the item stays on the agenda. They could then discuss it at the meeting. Mr. Maxfield was concerned if



someone slides something in under the 30-day window that may not work well to discuss especially if it is a contentious item. Mr. Denning stated that when they appoint someone to a board or commission they make a motion. They may wish to do this in the same manner. If there isn't a majority vote, then they will need discussion. Mr. Joseph stated that some proclamations are surprises to citizens. Mr. Rauch stated that he is hearing two tasks. There is a desire to create a feedback loop to where council is informed on the proclamation. The other sensitivity is to not create too much process over a proclamation as that can take time up in meetings for what is a straight forward legislative procedure. They can look at a proclamation as the executive branch's way of having discretion to do recognition. If council as a legislative body wants to do recognition, then they could adopt a resolution to that effect as well. The easy approach would be to take the city council reference out of the proclamation language. While it is a reflection of the city and of council, it makes it more so a prerogative of the mayor. If council wants to weigh in on another matter, they can do that through a resolution. It builds a cleaner cut into the proclamation.

Mr. Rauch added he thinks it is important for councilmembers to have individual conversations, and they are perfectly within their rights. They just cannot have a serial meeting or take votes but getting to know one another's opinions is fine. They need that and to not make assumptions. He stated that the clerk can make the change to the proclamation to pull out the council and make it from the mayor. Mayor Williams added that one of the things he wanted to avoid was something that was brought up for the first time when council is asked to take action. Council needs to have time to ask questions. Because of that, he understands that they should not find out about a proclamation within just a few days. He will improve upon that and make sure the lines of communications are there.

Mr. Rauch stated they will look at this and make minor adjustments and have it scheduled for one of the meetings in February. It will be incorporated into the council manual and have them adopt the revision as a housekeeping item.

**II. Aggregation Update** – Mr. Lohr stated that the community approved both ballot measures in November for gas and electric aggregation. That means all residential in the city and small non-residential customers will be automatically enrolled in whatever aggregation program is set up unless they choose to opt out of the program. Bills will still come from AES for electric and Center Point for natural gas, however, the supplier may be from a different company. The next step is to select their aggregator. There are two options are Sustainable Ohio Public Energy Council (SOPEC) and Miami Valley Communication Council (MVCC) with the Ohio Municipal League (OML)/Palmer Energy Group.

Mr. Lohr reviewed SOPECs information indicating it is a council of governments. Should the City of Riverside select this aggregator, they would be the second largest city in the group and would have a seat at the board of directors table. They focus on renewable energy. All of the energy provided to SOPEC members is green energy. They also have baked into their programs brown energy, more traditional energy. SOPEC also offers a community grants program that is voluntary. The funds can be used for sustainable projects like energy efficiency updates for government facilities, solar panels and electric vehicles for

governments. One idea would be to do energy efficiency updates for single-family homes as Riverside has a number of neighborhoods with older housing stock.

He stated the pool size they have right now for electric is 600 GWH/year, the gas program is still forming. He listed some of the jurisdictions involved: Dayton, Athens, Gallipolis, Logan, and numerous smaller communities.

He reviewed the process and timeline for SOPEC. Two public hearings will need to be held after publication of the plan of operation and governance. This could happen in February. Legislation would then come forward and to adopt the plan of governance by SOPEC. Residents would then receive opt-out notices for electric in March/April. He stated if council goes with SOPEC and legislation is passed in February, then it is possible for residents to receive a new electric rate as early as April or May. That is because they have a contract with AEP Energy and are the exclusive provider for AEP, so there is no need for an RFP. Regarding the gas rates, SOPEC will have to go through an RFP process and then notify residents of the rate and offer residents an opt-out option possibly by June. New gas rates would be effective July 31.

He reviewed the process with the MVCC through OML/Palmer Energy stating it is another council of governments. The City of Riverside is an associate member, so they do not have voting rights for the organizations, but they participate in a number of different functions. He stated they would set up an aggregation sub-committee, and everybody who participates would have a seat on that sub-committee. From that group there would be elected five executive members who would then be that decision making body for aggregation considerations. That group would then have a representative on the OML committee. That committee would manage the relationship between Palmer energy and its members. The influence on this process for Riverside would be a little more indirect than with SOPEC. Both electric and natural gas groups are forming as they are gathering up participants as 17 jurisdictions have expressed interest, and all still consider joining. He is unaware of any council in the area that has passed legislation, but should all 17 jurisdictions participate that would be up to 860 GWH/year for electric and up to 4.2 BCF/yr. for natural gas. SOPEC does not have a natural gas group size at this time to compare.

Mrs. Franklin asked if they can move forward if they wanted to since they only have jurisdictions expressing interest and not yet members. Mr. Lohr replied they could by passing a resolution to participate in the MVCC Aggregation Program. Through that, they contract with Palmer Energy. Mr. Maxfield stated that it could potentially backfire, and a smaller number could join. Mr. Lohr stated that was a possibility. Discussion was held on the numbers and the unknowns with MVCC.

Mr. Joseph asked if new members were joining SOPEC. Mr. Lohr stated he was not able to get confirmation on any new members with SOPEC, but he has heard that Clayton is talking to them and has heard Trotwood is speaking with them as well. Nothing is confirmed. Discussion was held on SOPEC having 600 GWH already without Riverside joining and comparing what the possible number of 860 GWH with MVCC. Mr. Maxfield expressed his concern with being the only one that would sign and then no one else puts them in a smaller

pool. He asked a timeline other cities may have and if they can wait a bit. Mr. Lohr stated that is an option; they can wait six months to see where everyone joins. They would just loose out on that time for savings. Discussion continued on the number of members to SOPEC.

Ms. Fry asked if there were other brokers in Ohio. Mr. Lohr stated he didn't believe so. Mr. Denning asked if Beavercreek belonged to one. Mr. Lohr replied he didn't know, but knew that Kettering and Huber Heights already have aggregation programs directly with a private aggregator. He added this is also an option. If they were to do that, they would be going it alone and thus a smaller pool. The bigger they get the better rates they will receive.

Mr. Denning asked how long would they be signed on with a broker. Mr. Lohr stated with SOPEC they were going with a three-year contract; with MVCC, he does not believe there was a time period with it. He believes they would have to wait out any aggregation contract they would have signed. Council would need to pass legislation to get out of the program.

Mr. Joseph stated the pinching of the pennies is now. He reviewed what SOPEC had to offer compared to MVCC. There are many communities having this conversation now. He thinks to get this passed quickly and lower cost bills to all of them, SOPEC would be the best one to join. He asked if they could get data on what Dayton residents were paying before aggregating to now and compare it at their current level only having 600 GWH versus if they are going to add a bunch more residents to that base, and they have more leveraging power so maybe dropping the bill even lower. Mr. Lohr stated he could get some information on those rates. He stated most people are paying .10/kwh and Dayton locked in a .07/kwh. Mayor Williams added that Beavercreek also locked in a low rate as they are with an aggregator, Dynagy, a company out of Houston.

Ms. Fry stated that she feels the MVCC gigawatt hours are best case scenario. It would be equal with SOPEC if only 25 percent of those 17 communities decided not to go with them. The chances are probably pretty good they would lose more than 25 percent in the decision making process and they don't have the numbers for SOPEC. The scales are tilted towards SOPEC in her view. Mr. Joseph gave an estimate if they were on .07/kwh indicating it is a \$34.13 savings average per household/month. Mr. Lohr stated if they can lock in a good rate it can be a substantial savings. He added that as far as a timeline for MVCC, it would put electric and natural gas at July 31 for residents to start having a new effective rate. They would have to go through the same first two steps with public hearings and passing legislation.

Discussion was held on the public hearings and not confusing them with the public hearing that goes along with ordinance passage. The two public hearings are more public meeting requirements. It allows people to come in and give their opinions about the governance. Mr. Lohr explained that the difference in the rates is that SOPEC could be effective in April or May with MVCC rates are effective July 31, 2023, for August bills. Mr. Rauch summed up that SOPEC is in a better position to move forward for electric, but they have to wait for gas. The MVCC process they will have less direct control over along with other approvals they have to go through, which gives a longer time line. If they are looking to come to a decision

in the next three months, not much will shift dramatically; it will only push them back three months. Discussion continued on dates when rates would be effective. Mr. Lohr stated if they wait, they will have more information, but they may miss some savings. Mr. Maxfield stated they would make a better informed decision if they did wait. It could work or backfire; it is a tough decision to make. Mr. Rauch stated they wanted to show them the pros and cons for them to make an informed decision. Mr. Denning stated that residents are less concerned with how it is governed and more concerned with what they are paying per kilowatt hour; they need to get the information on what they will pay per kilowatt hour. Mrs. Franklin stated things change week to week on rates, but the inner workings of the agency also tells a lot about where the future of that agency is going. She is looking at things like MVCC working with OML and are they pulling in bigger cities to impact the rates.

Mr. Rauch stated he understands their concern on rates, but they should not frame the conversation around the total rate as there are surcharges from the agency that are involved. The rate the broker is going to be able to secure is up to the broker, what they are able to negotiate, and what the energy prices are. He added that one thing that informs the conversation is whether or not the brokers are willing to tell them what their surcharge is as a broker. Mr. Lohr was able to find some of that information from SOPEC but not from MVCC; he is not sure they are likely to see that. The contract with Palmer is with OML. Mr. Lohr stated that MVCC is a non-profit and records transparency in contracts is not something they have to disclose. Mr. Rauch stated when they are looking at the cost of brokers, they are not talking a lot of money each year. He provided surcharge estimates for SOPEC, a rate of .002/kwh and .001/kwh option grant program; and MVCC/Palmer, a rate of .001/kwh (estimate). With an average usage of 900 kwh/month, the SOPEC runs a monthly surcharge of \$1.80 or \$2.40 with grant for a yearly amount of \$21.60 or \$32.40 with grant; the MVCC/Palmer runs a monthly surcharge of \$0.90 or a yearly amount of \$10.80. He added that besides the cost, they should look at if there are things that attract them about the brokers themselves.

Mr. Joseph stated that the annual surcharge is not really any different. One is open and the other is not and residents can see who is making decisions on their energy rates versus them potentially not having that access. It is a plus to have openness on the negotiations.

Mrs. Franklin asked what the city needed from them that evening. Mr. Lohr stated they need specific direction on the broker they want or what information they need more of to guide them. Mr. Rauch stated they are not under any obligation to do this within a month. It is a question of timing, the public hearing process, and when the brokers are doing their bidding, negotiating, and bargaining, and those periods when rates are being set. That is what governs when they can get a program through, and residents see their bill impacted.

Discussion continued on the size of membership of MVCC. Mr. Rauch stated that this is a lot of information, but he feels they have some space to digest the information and ask them questions. They can watch what other municipalities are doing,. Mr. Denning asked if they had to pick one or the other for both natural gas and electric. Mr. Rauch stated they could split. Mr. Denning would like to see more options and the cost difference between green

versus brown energy. Mr. Rauch stated they will follow up and come back to them next month with an update.

**III. Streetlights** - Mr. Rauch stated that a map is being presented to council of the lighting districts. There was an incident on Beatrice, recently, which is not currently lit by street lighting. They have had some inquiries and interest on what the city would have to do should they wish to provide lighting along that thoroughfare. He is looking for feedback on two items. The first is the actual cost of putting the lights in. Ms. Bartlett reached out and found the cost of adding the street light polls along that road is around \$13,000. The annual operating cost may be around \$2,000 - \$3,000. In the grand scheme, that is not a major cost; he can try and budget for that. He wanted to know if council wanted to do that. The wrinkle is that there are several different lighting districts in the city. Depending on where the lighting company wants to put the polls in, those polls may be installed in different districts. The districts each have different methodologies for how residents are charged for the lighting costs. In the future, it may be worthwhile to revisit how the lighting districts are organized because there are some inconsistencies how the currently function. Mr. Lohr stated they have 42 lighting districts in the city with a majority inherited from the township. For 39 of the districts, the cost is totaled up for all the lighting and divided by the number of parcels in the district, and each parcel is assessed that amount. For two districts, Valleyview and Brantwood, they take the total cost of the lighting in each neighborhood, and divide that by the street frontage (width of the lot), and then assess by that street frontage. He stated that the final method they use is a general district that picks up many of the lights and parcels that are not in their own individual district, so if one parcel is within 200' of the red dots on the map, it falls in that affected area. They total up each of the eligible parcels and total up the linear street frontage. They take the total cost of all the lights involved and divide it by the street frontage of those affected parcels. Then each parcel is assessed that way. There are three different methodologies. He explained how Beatrice was broken up into three areas. For Beatrice it looks like there would be two separate lighting districts.

Mrs. Franklin stated she is fine with putting lights up but asked if they need a larger conversation to fix this. Mr. Rauch stated that was the purpose of bringing it to their attention. He knew there was consensus with getting lighting on Beatrice among council, but when they started to look at the lighting they have some variability. He added where those lights get installed could impact who is paying and how much. He felt they needed to be aware and to work on this project within the next couple of years with the lighting districts. Discussion was held when the lighting first went up. Mr. Denning stated the two newest districts probably have fairer billing. Mr. Rauch stated unless there are objections, they will start to work on the groundwork for putting the lights in and then work on the overall project going forward for the next 12 – 36 months. Mr. Denning stated there are some neighborhoods off of Beatrice that have no lighting like Valencia and Golden Meadows. He felt if they are going to put in lighting they may want to include those streets. Mr. Rauch stated from this, they can make a more deliberate lighting plan for the community, and then figure out how to realign the districts according to what that lighting plan calls for. He hesitates to put lighting in too many places at the moment because not all of the thoroughfares are lit. He understands the urgency for Beatrice, but he wants to build a plan that addresses everything

in one shot. Discussion was held on design standards for lighting. He will provide an update to them in February.

**IV. Property Tax Renewal - Police** – Mr. Rauch stated that they have a property tax levy for police that expires at the end of this year. There are two opportunities to put this renewal on the ballot; he recommends a simple renewal with no increase in property taxes. It is entirely dedicated to police and public safety. They can get it on the ballot as early as May. He reviewed the process to get that done. Should the resolution not prevail, they can put it on in November. If it fails again, the challenge is that property tax brings in almost half of the police budget. He does not have a plan should that fail. It is just a request to the voters to maintain and continue as they have with no increase. He stated that the school board also has a levy going on this year. If there are no objections, he will bring it to them at the next council meeting in the form of a resolution to begin the process.

**EXECUTIVE SESSION:** Mr. Joseph moved, seconded by Mr. Maxfield, to enter executive session for the following: 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: Mr. Joseph, yes; Mr. Maxfield, yes; Mr. Denning, yes; Mrs. Franklin, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; and Mayor Williams, yes. Council went into executive session at 7:37 pm.

**RECONVENE:** Council reconvened at 8:12 pm

**ADJOURNMENT:** Deputy Mayor Lommatzsch moved, seconded by Mr. Joseph, to adjourn. All were in favor. The meeting adjourned at 8:12 pm.

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Peter J. Williams, Mayor

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Clerk of Council

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

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

Staff present was as follows: Josh Rauch, City Manager; Tom Garrett, Finance Director; Frank Robinson, Police Chief; Dan Stitzel, Fire Chief; Kathy Bartlett, Public Service Director; Dalma Grandjean, Law Director; and Katie Lewallen, Clerk of Council.

**EXCUSE ABSENT MEMBERS:** No council members were absent.

**ADDITIONS OR CORRECTIONS TO AGENDA:** No changes were made to the agenda.

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

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

**MINUTES:** Mr. Denning moved, seconded by Mr. Joseph, to approve the minutes of the January 5, 2023, council business meeting. All were in favor. **Motion carried.**

**LIQUOR CONTROL:** Mr. Rauch stated there were no issues with the request for a new license One of a Kind Dining, LLC, DBA OKDS, 3937 Linden Avenue, Riverside, OH. Council did not request a hearing.

**WRITTEN CITIZEN PETITIONS:** Mayor Williams stated any citizen wishing to speak should fill out a petition form and turn it in to the clerk.

**DEPARTMENT UPDATES:**

**A) Police Department** – Chief Robinson stated that Major Jackson will be out for a couple of weeks due to surgery. He and Major Sturgeon spoke with Enterprise about their vehicle situation. Tomorrow, they will meet with a new company that will provide them with costs and turnaround time for upfitting police vehicles. He stated that two new officers started this past month and are in their field training right now. Mr. Rauch stated they will come to a meeting to be formally sworn in next month. He stated that they submitted their bill for CBT training they are required to have to be police officers in Ohio. They will get reimbursed for some of the training, approximately \$12,000. They also closed their grant with IDEP and ISTEP. The 2023 grant will fall in place right behind those, which is about \$15,000. He added that if they apply for it the grantor typically gives it to them. Finally, he stated they secured the bullet-proof vest grant, a federal grant, which pays for 50 percent of the vests. The state of the Ohio gives a grant for 75 percent, so they are using that one as

opposed to the BPV Federal Grant. They continue to apply for the federal one should anything happen with the other they will be covered.

**B) Fire Department** – Chief Stitzel stated there was a house fire in the southern end of the city, and a victim did succumb to the injuries. They are doing all the investigations necessary since it is considered a fatal fire. They conducted interviews this week for full-time firefighters with three new positions. There will be another opening in a couple of months, and they were trying to find enough candidates to cover all four, but they found three they will move forward. They will still advertise. They will work on background investigations of the three and hopefully get them started in the next two to three weeks. He added a part-time lady joined today, but a part-time male just left.

**C) Public Services Department** – Ms. Bartlett stated they are putting together their 2023 work plan and goals for the year. Last week, she found out that the MVRPC staff recommended the City's Woodman Phase IV Transportation Alternatives Grant, approximately \$1.0 million, for funding. It will be finalized in March when it goes to the board. The Spinning Phase I Project has been moved slightly. It will now begin in late summer to early fall; previously, it was to start in the spring. They are working on residential assessments for the curb, sidewalk, and driveway aprons for Lynnhaven, Meyer, and Eastman. They have three trucks out for repair. The new hire is continuing training in the snowplow. They repaired the entrance way sign on Airway into Riverside from Beavercreek.

**D) City Manager Report** – Mr. Rauch clarified that they were contemplating putting a property tax renewal on the ballot for public safety. He verified with the auditor's office and the current levy is good through 2023 with collection through 2024. So, the earliest they could put it on the ballot would be November 2023; they are not under any time pressure to put on May ballot. He stated that last night there was a planning commission meeting. At one point in the meeting staff mentioned that for proposed rezoning there would be two public hearings. He stated there are two public meetings in which that rezoning could be discussed, clarifying there is a distinction between a public hearing and a public meeting. That recommended rezoning will come to council on February 2, 2023, for a first reading where the public can comment like they normally do. There is not a public hearing associated with that reading at that time. If council approves the first reading, it will come back on February 16, 2023, at that time there will be a public hearing dedicated to that ordinance. He stated the final update is related to finance. Their data migration with SSI was successful. They are where they expected to be and will continue working through that process.

**PUBLIC COMMENT ON AGENDA ITEMS:** Mayor Williams stated that no one requested to speak.

## **OLD BUSINESS**

### **A. ORDINANCES**

- I) Ordinance No. 23-O-815 – An ordinance amending Section 182.26 of the Regional Income Tax Agency (RITA) Rules and Regulations of the**



**Administrative Code of the Codified Ordinances of the City of Riverside, Ohio. (2<sup>nd</sup> reading and public hearing)**

Mr. Rauch stated this corrects the wording in the city code to remove RITA from the language and references a company collecting income taxes.

Deputy Mayor Lommatzsch moved, seconded by Mr. Denning, to approve the second reading of Ordinance No. 23-O-815. The clerk read the ordinance by title only.

Mayor Williams opened the public hearing at 6:14 pm. No one came forward. He closed the public hearing at 6:15 pm.

Roll call: Ms. Lommatzsch, yes; Mr. Denning, yes; Mrs. Franklin, yes; Ms. Fry, yes; Mr. Joseph, yes; Mr. Maxfield, yes; and Mayor Williams, yes. **Motion passed.**

**II) Ordinance No. 23-O-816 – An ordinance amending chapter 1115.01 Accessory Buildings and Use Standards of the Unified Development Ordinance (UDO) of the City of Riverside, Ohio. (2<sup>nd</sup> reading and public hearing)**

Mr. Rauch stated these are recommendations to make text amendments to accessory structures section of the UDO. These are recommended changes to fences, porches, balconies, and such.

Mr. Denning moved, seconded by Mrs. Franklin, to approve the second reading of Ordinance No. 23-O-816. The clerk read the ordinance by title only.

Mayor Williams opened the public hearing at 6:16 pm. No one came forward. He closed the public hearing at 6:16 pm.

Roll call: Mr. Denning, yes; Mrs. Franklin, yes; Ms. Fry, yes; Mr. Joseph, yes; Ms. Lommatzsch, yes; Mr. Maxfield, yes; and Mayor Williams, yes. **Motion passed.**

**III) Ordinance No. 23-O-817 – An ordinance providing for the issuance of not to exceed \$4,735,000 Building Acquisition and improvements Special Obligation Bond Anticipation Notes, 2023 renewal, by the City of Riverside, Ohio in anticipation of the issuance of bonds, providing for the pledge of revenues for the payment of such notes, and declaring an emergency. (2<sup>nd</sup> reading and public hearing)**

Mr. Rauch stated this is the ordinance that allows them to do their annual bond renewal for the Wright Point office buildings.

Mr. Denning moved, seconded by Mrs. Franklin, to approve the second reading of Ordinance No. 23-O-817. The clerk read the ordinance by title only.

Mayor Williams opened the public hearing at 6:17 pm. No one came forward. He closed the public hearing at 6:17 pm.

Roll call: Mr. Denning, yes; Mrs. Franklin, yes; Ms. Fry, yes; Mr. Joseph, yes; Ms. Lommatzsch, yes; Mr. Maxfield, yes; and Mayor Williams, yes. **Motion passed.**

## **NEW BUSINESS**

### **A. RESOLUTIONS**

#### **I) Resolution No. 23-R-2822 - A resolution appointing the City of Riverside's 2023 representatives to the First Suburbs Consortium of Dayton Ohio Council of Governments.**

Mr. Rauch stated this is a preliminary resolution where they grant ODOT permission to do some of the work and commit to the funding elements of it. There are some funding sources and grants lined up to do that. They will see this again before the project is bid out.

Mr. Denning moved, seconded by Mr. Maxfield, to approve Resolution No. 23-R-2822.

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

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

**COUNCIL MEMBER COMMENTS:** Mr. Denning hoped everyone had a great Christmas and New Year. He thanked the service department for their work as they may be out this weekend. He stated that he has had some discussion and would like to motion to have the planning commission revisit the section regarding residents being allowed to raise chickens in their backyard. He stated that if they have four people who want to make that happen, then they can move it forward. If not, then it is a moot point. He stated it would be six hens not roosters. He would want staff to review it as well. Mr. Joseph seconded the motion. Mayor Williams asked for the motion to be made clear. Ms. Grandjean stated an affirmative vote does not mean they support chickens in the city, just that they will have the planning commission look at it. Mayor Williams stated he wanted to clarify that there is already an ordinance that allows people to raise chickens in the city. Mr. Denning stated that if you have 1.5 acres you get special agricultural use to have chickens, horses, goats, ducks, turkeys, etc.. He is asking for something that allows for people to be able to put chickens on smaller lots. He would like planning commission and staff to review it. Discussion was held on what council was asking of the planning commission and staff. Ms. Grandjean asked Mr. Denning if he was asking planning commission not to review the same motion that was rejected but to consider an urban chicken ordinance and modification of the zoning code to allow this. Mr. Denning stated that was accurate.

Mr. Denning motioned, seconded by Mr. Joseph, to request that the planning commission review the language of allowing residents who live on smaller lots to raise chickens and have this placed on their upcoming agenda.

Thursday, January 19, 2023

Roll call went as follows: Mr. Denning, yes; Mr. Joseph, yes; Mrs. Franklin, no; Ms. Fry, yes; Ms. Lommatzsch, no; Mr. Maxfield, yes; and Mayor Williams, no. **Motion carried.**

Deputy Mayor Lommatzsch reminded council of the school activity on Saturday, February 4, 2023, at Mad River Middle School from 10 am – 2 pm. She asked if the City would have representation for the parent education event. She stated the MVRPC dinner will be the last Thursday in April at Carillon Park. She added there is a blood drive coming up in February.

Mayor Williams invited people to attend the family summit at Mad River Local Schools as the deputy mayor mentioned. He thanked the city manager for having a lot of involvement with the school superintendent on the support the city can provide. He recognized the clerk as she has been elected to be a board member of the Ohio Municipal Clerks Association. He thanked the planning commission and the chair, all volunteers, for conducting the meeting in a vibrant atmosphere, but in a very fair way. He thanked city staff, Nia Holt, who does exemplary work and what she is producing for the city. He invited anyone who was free on Saturday, January 28, 2023, to come out to the St. Helen's fish fry.

Mr. Joseph stated that the Reds Caravan will be at the Air Force Museum on Saturday, January 28, 2023. It will take place from 3:00 – 5:00 pm.

**EXECUTIVE SESSION:** Mrs. Franklin moved, seconded by Mr. Joseph, to enter executive session for the following: 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; and 103.01(2) To consider the purchase of property for public purposes, or for the sale of public property, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal or private interest is adverse to the general public interest. Roll call: Mrs. Franklin, yes; Mr. Joseph, yes; Mr. Denning, yes; Ms. Fry, yes; Ms. Lommatzsch, yes; Mr. Maxfield, yes; and Mayor Williams, yes. Council went into executive session at 6:31 pm.

**RECONVENE:** Council reconvened at 7:09 pm.

**MOTIONS:** Mr. Denning moved, seconded by Mr. Maxfield, to have legislation brought forward at the next meeting to increase the pay rate of the city manager by two percent. All were in favor. **Motion carried.**

Mr. Denning moved, seconded by Mr. Maxfield, to have legislation brought forward at the next meeting to increase the pay rate of the clerk by two percent. All were in favor. **Motion carried.**

**ADJOURNMENT:** Mr. Denning moved, seconded by Mr. Joseph, to adjourn. All were in favor. **Motion carried.** The meeting adjourned at 7:46 pm.

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Peter J. Williams, Mayor

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Clerk of Council

# CITY COUNCIL CALENDAR

# 2023 COUNCIL CALENDAR

## January 5, 2023

- Monthly Update: Finance, Administration, Community Development, and CM Report
- Remembrance of Corporal Dixon/PFC Ulmer
- Establish Date and Time for Meetings
- Election of Deputy Mayor
- Liquor Control: Stock transfer – Springpass Rd LLC DBA BP Woodman Drive, 501 Woodman
- Ordinance: Amending Section 182.26 of the City of Riverside Administrative Code (Katie) 1st
- Ordinance: Text Amendment (Nia) 1st
- Ordinance: Wright Point Note Renewal (Josh) 1st
- Resolution: First Suburbs Representatives
- Resolution: MVRPC Representatives
- Resolution: Tax Incentive Review Members
- Resolution: Advancing from General Fund to General Assessment fund (Tom)
- Resolution: Advancing from General Fund to 702 (Tom)
- Resolution: Appealing BZA Decision (Josh/Nia)
- Resolution: Julian & Grube financial services (Tom)
- Executive Session: Personnel, Property

## January 12, 2023 – Work Session

- Proclamation Policy/Council Policy Manual
- Aggregation Update
- Streetlights – Beatrice and Lighting Districts in general
- Property Tax Renewal – Police

## January 19, 2023

- Monthly Update: Police, Fire, Public Services, and CM Report
- Monthly Financial Report
- Liquor Control: NEW – One of a Kind Dining LLC, DBA OKDS, 3937 Linden Avenue
- Ordinance: Amending Section 182.26 of the City of Riverside Administrative Code (Katie) 2nd
- Ordinance: Text Amendment (Nia) - 2<sup>nd</sup>
- Ordinance: Wright Point Note Renewal (Josh) - 2<sup>nd</sup>
- Resolution: Urban Paving Program (Kathy)

## February 2, 2023

- Monthly Update: Finance, Administration, Community Development, and CM Report
- Adoption of Council Policy Manual (including Proclamation Policy)
- Presentation by Redwood
- Ordinance: 7544 Union Schoolhouse Rd. Rezoning (1<sup>st</sup> Reading)
- Ordinance: TO Update – EMT Basic (1<sup>st</sup> Reading)
- Resolution: Clerk Compensation
- Resolution: CM Compensation

# 2023 COUNCIL CALENDAR

- Executive Session: Property, Personnel

## February 9, 2023 – Work Session

- Strategic Plan
- Health and Safety – Code changes for Council ex-officio
- Land Use Plan preview/update
- Ordinance: Parking in front of mailboxes (Frank)
- Update on Engineering Services RFQ
- Aggregation Update

## February 16, 2023

- Ordinance: 7544 Union Schoolhouse Rd. Rezoning (2<sup>nd</sup> Reading)
- Ordinance: TO Update – EMT Basic (2<sup>nd</sup> Reading)
- Resolution: Bob Chiles Golf Outing
- Resolution: Engineering Services

## March 2, 2023

- Presentation: RTA
- Resolution: Fisher-Nightingale Houses All-American Evening

## March 9, 2023 – Work Session

## March 16, 2023

# LEGISLATION

**MEETING DATE: February 02, 2023**

**AGENDA ITEM: New Business**

**TO:** Riverside City Council

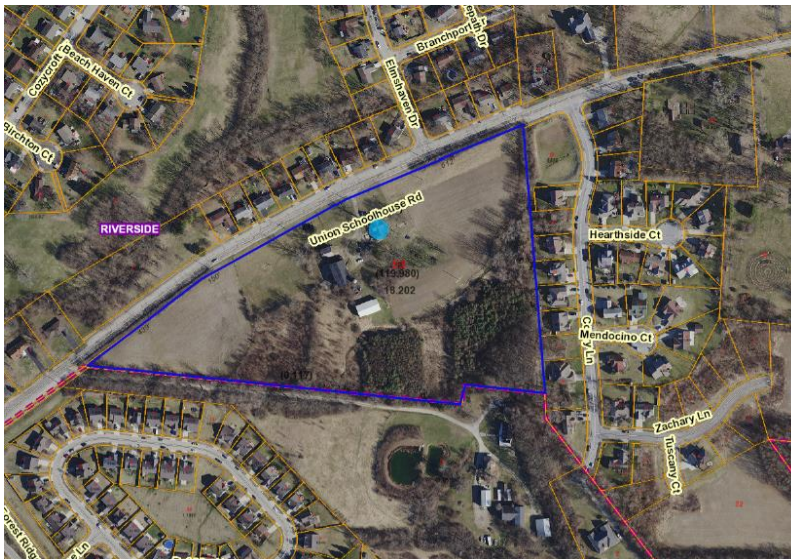
**FROM:** Josh Rauch, City Manager  
Nia Holt, Zoning Administrator

**SUBJECT:** Ordinance No. 23-O-818 – An ordinance by the City Council of the City of Riverside, Ohio approving a change in the district boundaries as shown on the zoning map of the City of Riverside, Ohio for the property located at 7544 Union Schoolhouse Road, Parcel ID No. I39300201 0053, from R-3 Medium Density Residential District to PUD, Planned Unit Development District.

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**EXPLANATION:**

This ordinance is a request for approval of a rezoning to establish a PUD, Planned Unit Development District (Redwood Riverside) for the construction of a single-story townhouse apartment community. The applicant is applying for the first PUD district following the May 2022 legislation which created the PUD regulations. A PUD is a large-scale, integrated development involving a single lot or several lots only separated by streets. The PUD adheres to the community's comprehensive plan and allows for a degree of flexibility in land planning and site design in large developments. PUDs are advantageous for allowing mixed uses, housing type diversity, preserving open space and environmentally sensitive areas.



The subject site is located just north of the Dayton border and fronts Union Schoolhouse Road. The 18.02 acre residential property is outside of the Source Water Protection Area. The subject site is within Fairborn School District and Riverside Emergency Response





Area. The proposed development will be completed in one phase and the property will not be subdivide into smaller lots.

If Council votes **for** this ordinance:

- The zoning change will take effect in 30 days.
- The applicant will need to submit a final development plan application.
- Staff and the city's consultants will review the application to ensure it is compliant with the development text, Riverside development requirements, and other applicable regulations.

If Council votes **against** this ordinance (or if there is no motion to approve the ordinance):

- The zoning map amendment fails.
- The applicant will need to make significant revisions to their application if they wish to resubmit a new rezoning application
- Or the proposed development stalls.

**RECOMMENDATION:**

City Staff and Planning Commission both recommend **approval** of the rezoning request. The proposed rezoning aligns the policies of the Comprehensive Plan.

**EXHIBITS:**

Legislation, Exhibit A, Exhibit B

**AN ORDINANCE BY THE COUNCIL OF THE CITY OF RIVERSIDE, OHIO APPROVING A CHANGE IN THE DISTRICT BOUNDARIES AS SHOWN ON THE ZONING MAP OF THE CITY OF RIVERSIDE, OHIO FOR THE PROPERTY LOCATED AT 7544 UNION SCHOOLHOUSE ROAD, Parcel ID No. I39300201 0053, FROM R-3, MEDIUM-DENSITY SINGLE-FAMILY RESIDENTIAL DISTRICT TO PUD, PLANNED UNIT DEVELOPMENT DISTRICT, REDWOOD RIVERSIDE.**

WHEREAS, the City of Riverside Planning Commission has recommended approval of P.C. Case #22-0023 on January 18, 2023, pursuant to Section 1119.11(A) PUD Preliminary Development Plan Criteria initiating changes in the Zoning District Map to include a change for one (1) parcel from R-3 Medium-Density Residential District to PUD, Planned Unit Development and establishing the Redwood Riverside PUD; and

WHEREAS, the Planning Commission of the City of Riverside, Ohio has held at least one public hearing thereon, after notice of the time and place thereof had been given as required by law, whereby testimony and evidence was submitted, including the applicant's testimony and the recommendation and report of City staff; and

WHEREAS, the Council of the City of Riverside, Ohio has held a public hearing thereon after notice of the time and place thereof had been given as required by law.

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

Section 1: That the **Planning Commission** having **recommended approval of the rezoning** of the within described property; it is the legislative determination and decision of this Council that the recommendation of the Planning Commission be and of the same is hereby approved and the rezoning initiated by P.C. Case #22-0023 is hereby approved and adopted into the district boundaries of the Zoning Map of the City of Riverside, Ohio; and said map is hereby amended and changed to incorporate such change thereon, so that the property located at 7544 Union Schoolhouse Road, and **being further identified as County Auditor's Parcel ID No. I39300201 0053**, is rezoned from **R-3, MEDIUM-DENSITY RESIDENTIAL DISTRICT** to **PUD, PLANNED UNIT DEVELOPMENT DISTRICT, REDWOOD RIVERSIDE**, which maps, deed, and development text incorporated herein and made a part hereof by reference thereto and as set forth in "Exhibit A" of this Ordinance.

Section 2: That the Clerk of Council is directed to forward a certified copy of this Ordinance to the Zoning Administrator of the City of Riverside, Ohio, and said official is directed to amend the Official Zoning Map of the City of Riverside, Ohio, to reflect the changes enacted by this Ordinance.

23-O-818

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

PASSED THIS DAY OF \_\_\_\_\_.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

CERTIFICATE OF THE CLERK

I, \_\_\_\_\_, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Ordinance is a true and correct copy of Ordinance No. 23-O-818 passed by the Riverside City Council on \_\_\_\_\_.

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

\_\_\_\_\_  
CLERK

**REDWOOD RIVERSIDE UNION SCHOOLHOUSE RD.  
PLANNED UNIT DEVELOPMENT (PUD) ZONING DISTRICT**

**January 9, 2023  
Rezoning and Introductory Statement**

**I. INTRODUCTION AND SUMMARY:**

A. Introduction: Redwood Riverside Union Schoolhouse Rd. is being created to provide an important housing option to the community of Riverside. This neighborhood will provide for the development of attached one story apartment dwellings as provided in more detail below.

**II. Site:** The project site includes 18.2+/- acres. It will provide for the development of attached one story apartment dwellings as provided below.

A. Permitted Uses: Permitted uses shall be as follows:

1. Attached one story apartment dwellings with attached two car garages.
2. Publicly or privately owned parks and open spaces.
3. Model homes and sales offices, in accordance with City of Riverside Code.
4. Home occupation uses in association with a permitted dwelling, in accordance with City of Riverside Code.
5. Mailbox gazebo

B. Density, Lot and Setback Commitments:

1. Number of Units: There shall be a maximum of 90 residential units in this PUD District, consisting of all attached one story apartment dwellings in building configurations ranging from 3 dwellings to a maximum of 8 dwellings per building.

2. Setbacks:

(a) Union Schoolhouse Road: There shall be a minimum pavement and building setback of 35 feet as measured from the edge of the right-of-way of Union Schoolhouse Road after the required dedication of right-of-way is completed. Public streets, leisure paths, and sidewalks may be located within this setback.

(b) Rear Yard Setback: There shall be a minimum pavement and building setback of  
Redwood Riverside Union Schoolhouse Rd PUD

shall be 25 feet as measured from the rear property line of the lot. Patios shall be permitted to encroach up to 8 feet and eaves shall be permitted to encroach up to 2 feet into the required minimum rear yard setback.

(c) Side Yard Setbacks: There shall be a minimum pavement and building setback of shall be 25 feet as measured from the rear property line of the lot. Patios shall be permitted to encroach up to 8 feet and eaves shall be permitted to encroach up to 2 feet into the required minimum rear yard setback.

C. Access, Parking, Pedestrian, and Traffic-Related Commitments:

1. All internal streets shall be private. The maintenance of private streets shall be the sole responsibility of the owner.

2. Off-Street Parking: Each single-family home shall have a minimum two-car garage. An additional 2 off-street parking spaces in their driveways is also provided for each dwelling in addition to the enclosed garage spaces.

3. On-Street Parking: On-street parking is not permitted on any internal private streets. Designated guest parking spaces are provided throughout the development as noted on the preliminary development plan.

4. Parking Dimension: Parking spaces are to be 9' x 18' dimension.

5. Access Points: Primary vehicular access to and from this site shall be provided from Union Schoolhouse Road in the general location shown on the approved preliminary development plan.

6. Public Street Improvements and Construction: The applicant has submitted a traffic study for review of the City in conjunction with the filing of the preliminary development plan. Public street improvements that are required with respect to the development of this PUD District shall be determined in the approved traffic study. The respective obligations of the developer of the site and the City with respect to the construction of these public street improvements and the payment of related costs shall be detailed in a separate written infrastructure agreement between them which shall be based upon the traffic study.

D. Buffering, Landscaping, Open Space and Screening Commitments:

1. Union Schoolhouse Rd frontage landscaping:

(a) A landscape plan for the frontage along Union Schoolhouse Rd shall be provided as part of the final development plan. A conceptual landscape plan has been provided for the preliminary development plan which demonstrates a conceptual design which is comprised of planting beds with shade trees, evergreen

trees, shrubs, ornamental grasses and perennials. Encourage

2. Storm Water Basins: Storm water basins may be located within the required setbacks and shall have a minimum of 1 fountain or aerator provided in each.
3. Street Trees: Street trees shall be provided on both sides of the street as shown on the preliminary development plan and in locations that are approved as part of a final development plan. Street trees shall be a minimum of 2 inches in caliper at installation.
4. Preservation of Existing Vegetation: The developer shall make reasonable attempts to preserve existing trees along the perimeter property lines where practical and feasible. This shall not preclude the developer from removing trees necessary for grading of infrastructure, utilities and providing adequate site drainage.
5. Fences: Fences may be permitted but not required in this PUD District. Any fences may be a maximum of 6 feet in height and may be submitted for approval with the final development plan. Both solid fences and fences with openings shall be permitted, with designs that are approved in the final development plan for this PUD District.

E. Signage Commitments:

1. Signage within this site may be generally provided as provided below. A signage package shall be submitted for review and approval by the Planning Commission as part of a final development plan for this site.
  - (a) One sign may be permitted at the entrance from Union Schoolhouse Road, as indicated on the preliminary development plan. The sign within the median shall be installed and maintained by the owner. Sign area shall not exceed 32 square feet and shall not exceed 6 feet in height. The sign shall meet all applicable setbacks for site distance.
2. Additional signage shall be in accordance with the code standards with specifications provided with the final development plan.

F. Architectural Standards: All attached apartment dwellings in this site shall be approved as part of the Final Development Plan.

1. Maximum building height: Dwellings may be 1 story and may have a maximum height of 35 feet as measured in accordance with City of Riverside Code.
2. Exterior Materials: Permitted primary and secondary materials for buildings in this PUD District are as follows:
  - (a) Primary Materials: Permitted Cladding Materials include brick, stone/synthetic stone, and vinyl siding.

(b) Secondary Materials: Vinyl trim, vinyl shake accent siding, prefinished aluminum gutters and downspouts, vinyl decorative louvers.

(c) Roofing Materials: Minimum 30 year dimensional asphalt shingles

(d) Windows and sliding patio doors may be vinyl.

3. Garages: Front-loaded and attached garages shall be permitted on each home.

4. Lighting:

(a) Primary lighting shall be provided with building mounted coach lights at each dwelling garage. Coach lights shall be controlled by dusk/dawn sensors.

(b) Secondary lighting shall be provided at each dwelling private patio mounted to building

(c) Street lighting is permitted but not required. Specific fixture, color, locations, and spacing to be approved at time of final development plan. Street light height shall not exceed 18 feet in height. Street light poles and fixtures shall be consistent in height, color, and appearance throughout the site if used by owner.

(d) Lighting of entry features and any additional proposed lighting shall be provided and approved at time of final development plan. Ground mounted lighting shall be shielded and landscaped.

(e) Fully shielded, cut-off type lighting fixtures shall be required. Exterior lighting fixtures shall be similar in appearance throughout this PUD District.

5. Storage Buildings:

(a) Storage Sheds: Storage sheds shall be prohibited.

G. Utilities: All new utility lines and wiring shall be placed underground. Utility easement locations and widths shall be determined in the final development plan for this PUD District.

H. Miscellaneous:

1. Refuse – Refuse for the site will be provided by an independent third party hauler. Residents shall be provided an individual tote which will be stored within garage.



# Redwood Riverside Union Schoolhouse Rd

## Riverside, Ohio

DATE: January 09, 2023

### Preliminary Planned Unit Development (PUD) Submittal

PROJECT NO. 22061

#### SHEET INDEX

L1.0	Illustrative Site Plan
L1.1	Preliminary Development Plan
L2.0	Open Space Plan
L3.0	Overall Landscape Plan
L3.1	Entry Area Landscape Plan
L3.2	Street Frontage Landscape Plan
L3.3	Street Frontage Landscape Plan
L3.4	Typical Building Foundation Planting
C1.0	Preliminary Site & Utility Plan
C2.0	Preliminary Grading & Drainage Plan
A1.0	Architectural Character & Lighting

#### PREPARED FOR



Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131

#### PREPARED BY



**Columbus**  
100 Northwoods Blvd  
Suite A  
Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
20 Village Square, Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

**POD**design.net

#### PROJECT TEAM



175 Montrose West Avenue, Suite 400  
Akron, Ohio 44321  
p 234.219.7508

#### VICINITY MAP



NOT TO SCALE







**Columbus**  
100 Northwoods Blvd, Ste A  
Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
20 Village Square, Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

PODdesign.net

**Project Name**

## Redwood Riverside Union Schoolhouse Rd

7544 Union Schoolhouse Rd  
Riverside, Ohio

**Prepared For**

Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131



**Project Info**

Project #	22061
Date	01/09/2023
By	SO, TF
Scale	As Noted

**Revisions**

**Sheet Title**

## ILLUSTRATIVE SITE PLAN

**Sheet #**

# L1.0



SITE DATA

PARCEL ID:	I39300201 0053
CURRENT ZONING:	R3
PROPOSED ZONING:	PUD
SITE AREA:	±18.2 AC
TOTAL UNITS:	90
TOTAL PARKING:	389
DRIVEWAY SPACES:	180
GARAGE SPACES:	180
GUEST PARKING:	29
DENSITY:	±5.0 DU/AC
TOTAL STORM WATER MANAGEMENT AREA:	±0.93 AC



**Columbus**  
100 Northwoods Blvd, Ste A  
Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
20 Village Square, Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

PODdesign.net

Project Name

**Redwood  
Riverside Union  
Schoolhouse Rd**

7544 Union Schoolhouse Rd  
Riverside, Ohio

Prepared For

Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131



Project Info

Project #	22061
Date	01/09/2023
By	SO, TF
Scale	As Noted

Revisions

Sheet Title

**PRELIMINARY  
DEVELOPMENT  
PLAN**

Sheet #

**L1.1**



SITE DATA

SITE AREA: ±17.9 AC  
TOTAL OPEN SPACE: ±6.9 AC (39%)

LEGEND

OPEN SPACE AREA



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Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
20 Village Square, Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

PODdesign.net

Project Name

**Redwood  
Riverside Union  
Schoolhouse Rd**

7544 Union Schoolhouse Rd  
Riverside, Ohio

Prepared For

Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131



Project Info

Project # 22061  
Date 01/09/2023  
By SO, TF  
Scale As Noted

Revisions

Sheet Title

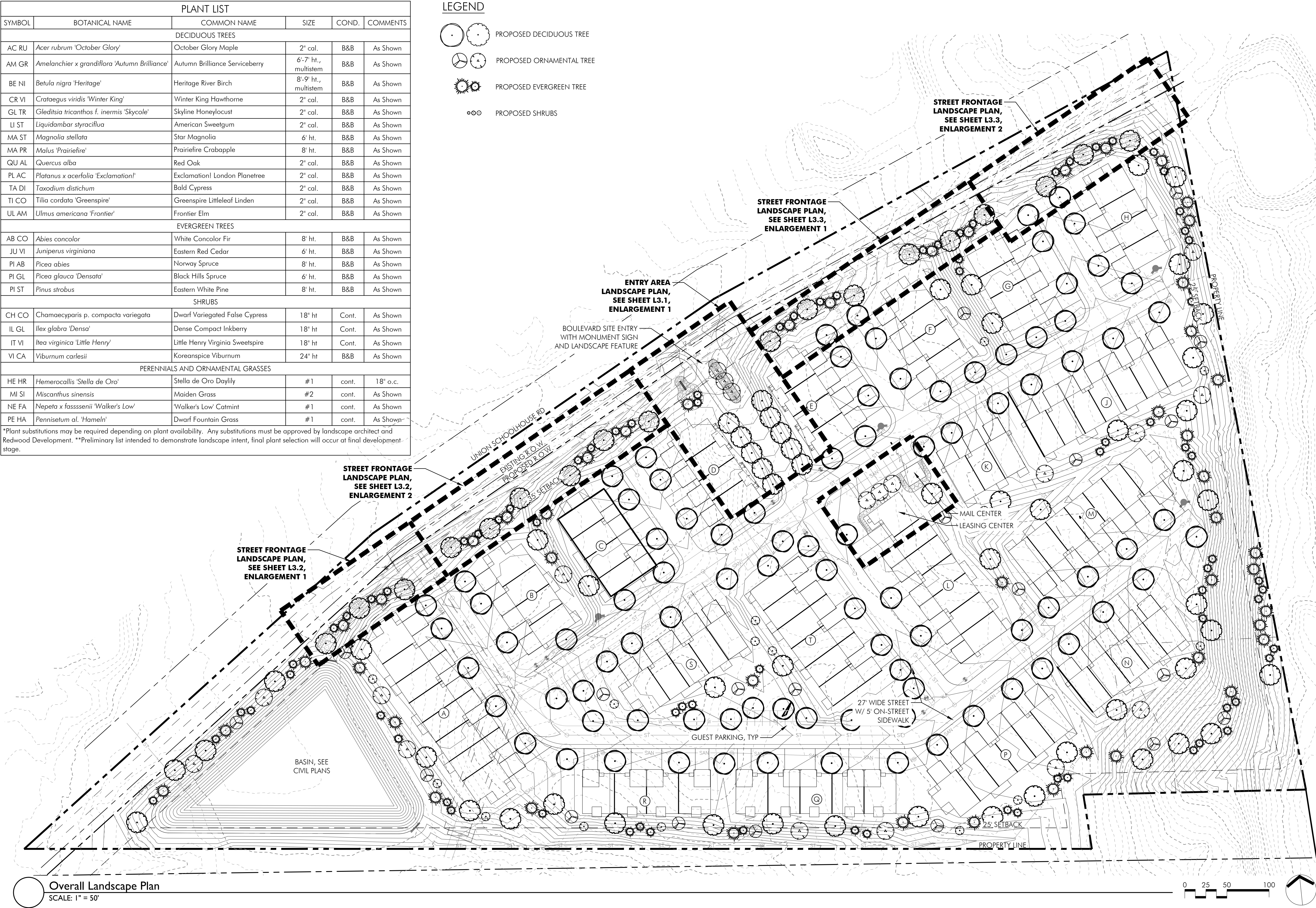
**OPEN SPACE  
PLAN**

Sheet #

**L2.0**



PLANT LIST					
SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	COND.	COMMENTS
DECIDUOUS TREES					
AC RU	<i>Acer rubrum</i> 'October Glory'	October Glory Maple	2" cal.	B&B	As Shown
AM GR	<i>Amelanchier x grandiflora</i> 'Autumn Brilliance'	Autumn Brilliance Serviceberry	6'-7' ht., multistem	B&B	As Shown
BE NI	<i>Betula nigra</i> 'Heritage'	Heritage River Birch	8'-9' ht., multistem	B&B	As Shown
CR VI	<i>Crataegus viridis</i> 'Winter King'	Winter King Hawthorne	2" cal.	B&B	As Shown
GL TR	<i>Gleditsia tricanthos</i> f. <i>inermis</i> 'Skycole'	Skyline Honeylocust	2" cal.	B&B	As Shown
LI ST	<i>Liquidambar styraciflua</i>	American Sweetgum	2" cal.	B&B	As Shown
MA ST	<i>Magnolia stellata</i>	Star Magnolia	6' ht.	B&B	As Shown
MA PR	<i>Malus 'Prairefire'</i>	Prairefire Crabapple	8' ht.	B&B	As Shown
QU AL	<i>Quercus alba</i>	Red Oak	2" cal.	B&B	As Shown
PL AC	<i>Platanus x acerfolia</i> 'Exclamation!'	Exclamation! London Planetree	2" cal.	B&B	As Shown
TA DI	<i>Taxodium distichum</i>	Bald Cypress	2" cal.	B&B	As Shown
TI CO	<i>Tilia cordata</i> 'Greenspire'	Greenspire Littleleaf Linden	2" cal.	B&B	As Shown
UL AM	<i>Ulmus americana</i> 'Frontier'	Frontier Elm	2" cal.	B&B	As Shown
EVERGREEN TREES					
AB CO	<i>Abies concolor</i>	White Concolor Fir	8' ht.	B&B	As Shown
JU VI	<i>Juniperus virginiana</i>	Eastern Red Cedar	6' ht.	B&B	As Shown
PI AB	<i>Picea abies</i>	Norway Spruce	8' ht.	B&B	As Shown
PI GL	<i>Picea glauca</i> 'Densata'	Black Hills Spruce	6' ht.	B&B	As Shown
PI ST	<i>Pinus strobus</i>	Eastern White Pine	8' ht.	B&B	As Shown
SHRUBS					
CH CO	<i>Chamaecyparis p. compacta</i> variegata	Dwarf Variegated False Cypress	18" ht	Cont.	As Shown
IL GL	<i>Ilex glabra</i> 'Densa'	Dense Compact Inkberry	18" ht	Cont.	As Shown
IT VI	<i>Itea virginica</i> 'Little Henry'	Little Henry Virginia Sweetspire	18" ht	Cont.	As Shown
VI CA	<i>Viburnum carlesii</i>	Koreanspice Viburnum	24" ht	B&B	As Shown
PERENNIALS AND ORNAMENTAL GRASSES					
HE HR	<i>Hemerocallis 'Stella de Oro'</i>	Stella de Oro Daylily	#1	cont.	18" o.c.
MI SI	<i>Miscanthus sinensis</i>	Maiden Grass	#2	cont.	As Shown
NE FA	<i>Nepeta x fasssenii</i> 'Walker's Low'	'Walker's Low' Catmint	#1	cont.	As Shown
PE HA	<i>Pennisetum al.</i> 'Hameln'	Dwarf Fountain Grass	#1	cont.	As Shown
*Plant substitutions may be required depending on plant availability. Any substitutions must be approved by landscape architect and Redwood Development. **Preliminary list intended to demonstrate landscape intent, final plant selection will occur at final development stage.					



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Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
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Cincinnati, Ohio 45246  
p 614.360.3066

PODdesign.net

**Project Name**

**Redwood  
Riverside Union  
Schoolhouse Rd**

7544 Union Schoolhouse Rd  
Riverside, Ohio

**Prepared For**

Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131



**Project Info**

Project # 22061  
Date 01/09/2023  
By SO, TF  
Scale As Noted

**Revisions**

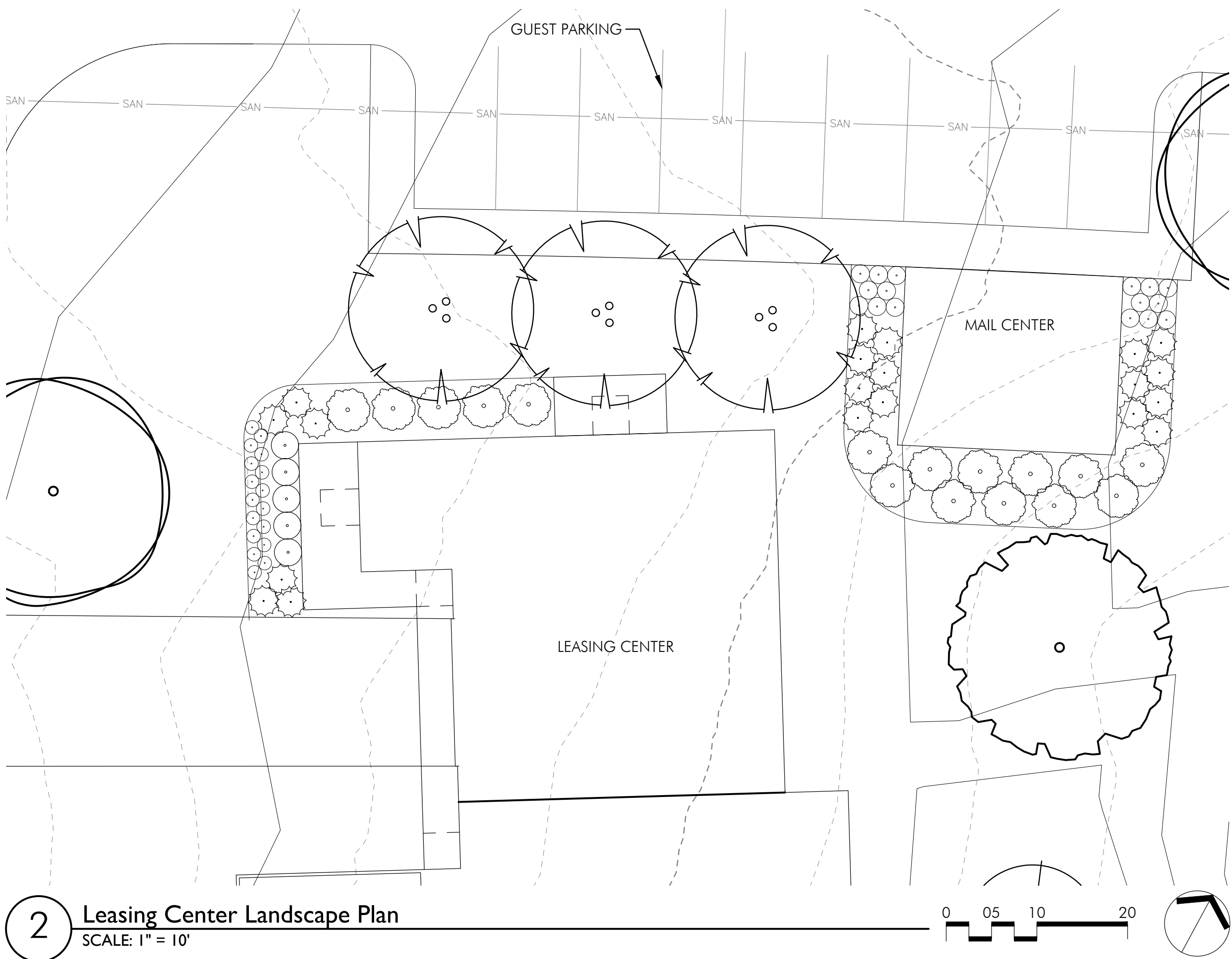
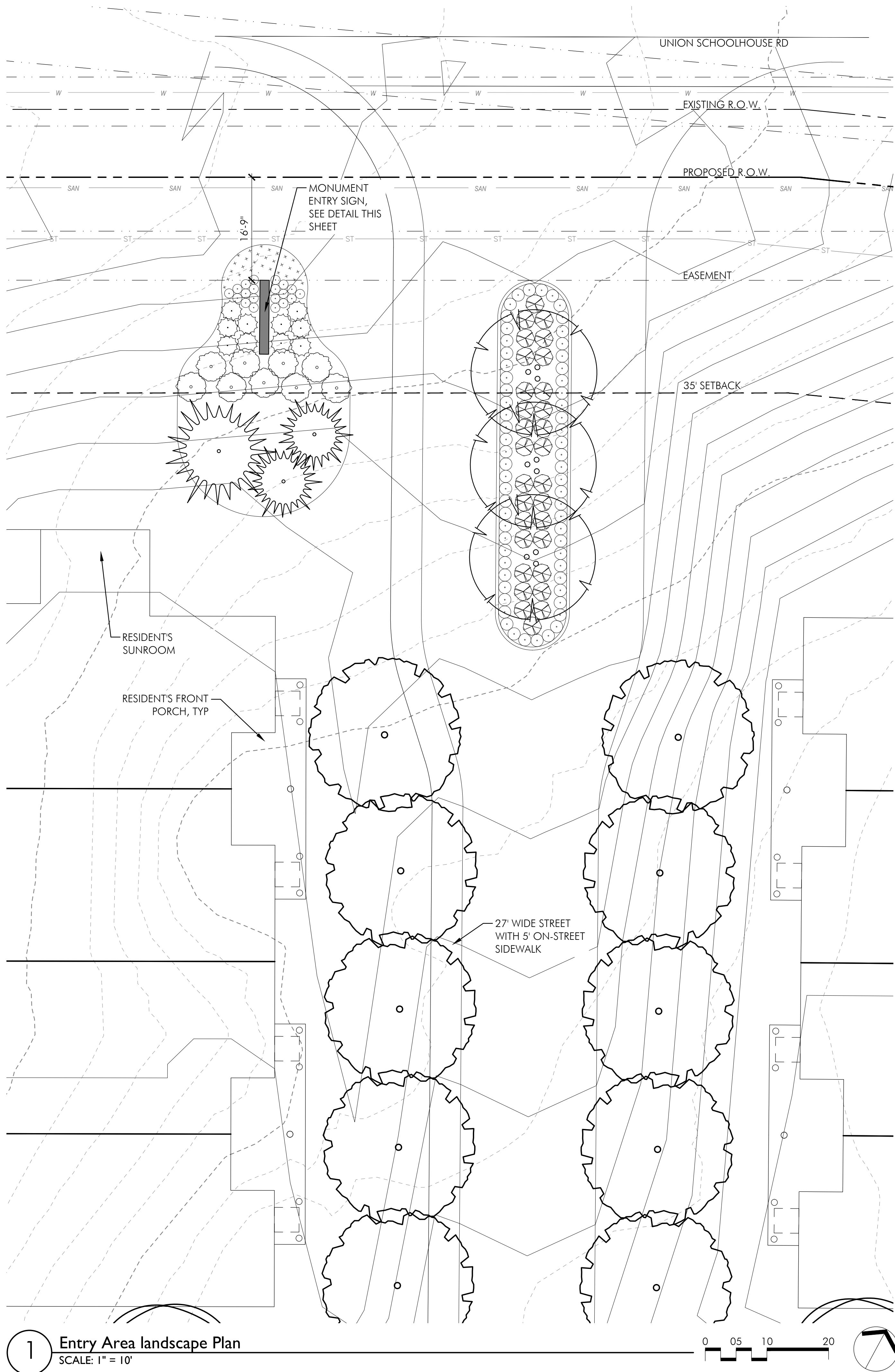
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**OVERALL  
LANDSCAPE  
PLAN**

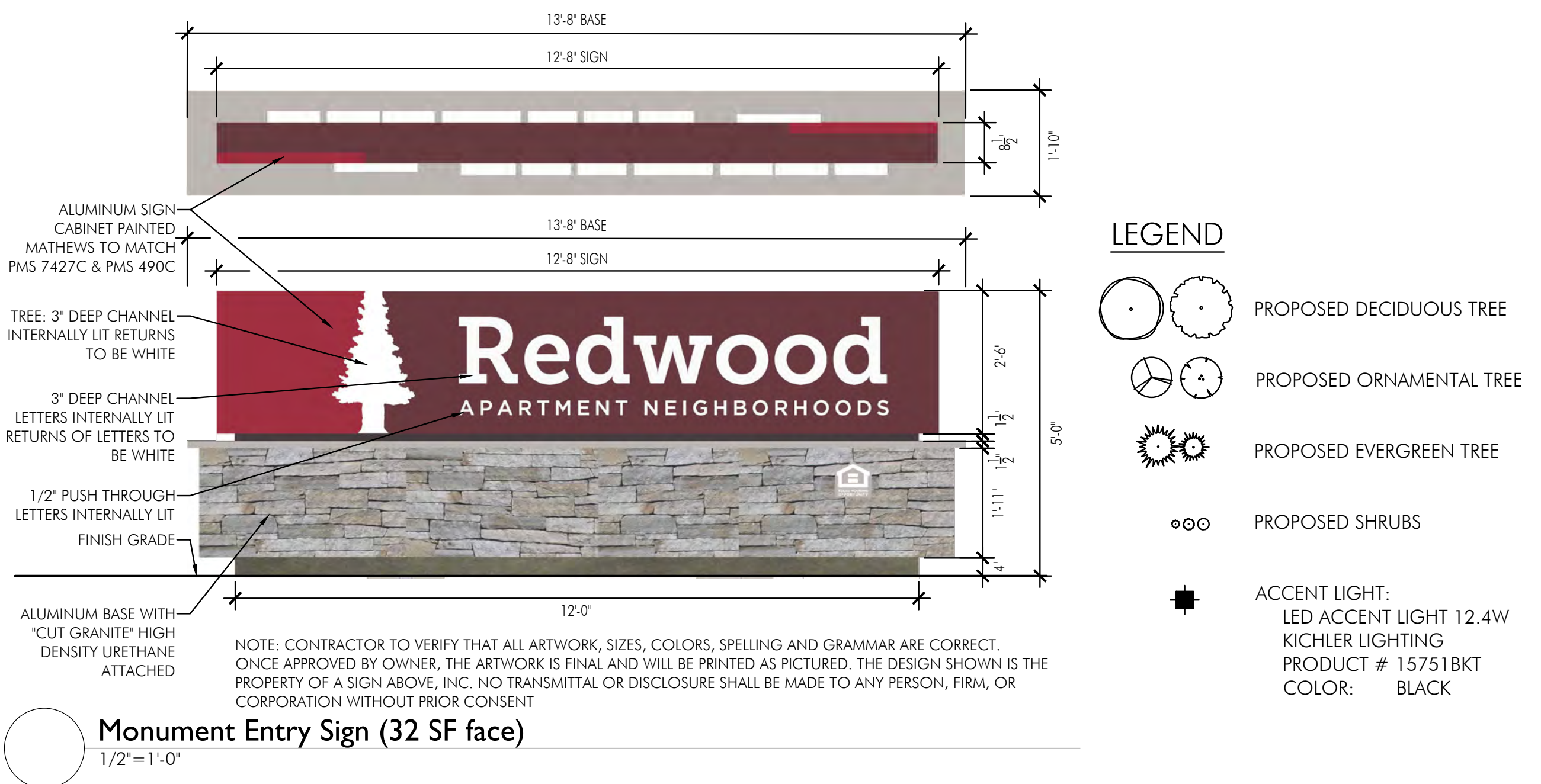
**Sheet #**

**L3.0**





2 Leasing Center Landscape Plan  
SCALE: 1" = 10'



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7007 East Pleasant Valley Rd.  
Independence, OH 44131



**Project Info**

Project #	22061
Date	01/09/2023
By	SO, TF
Scale	As Noted

**Revisions**

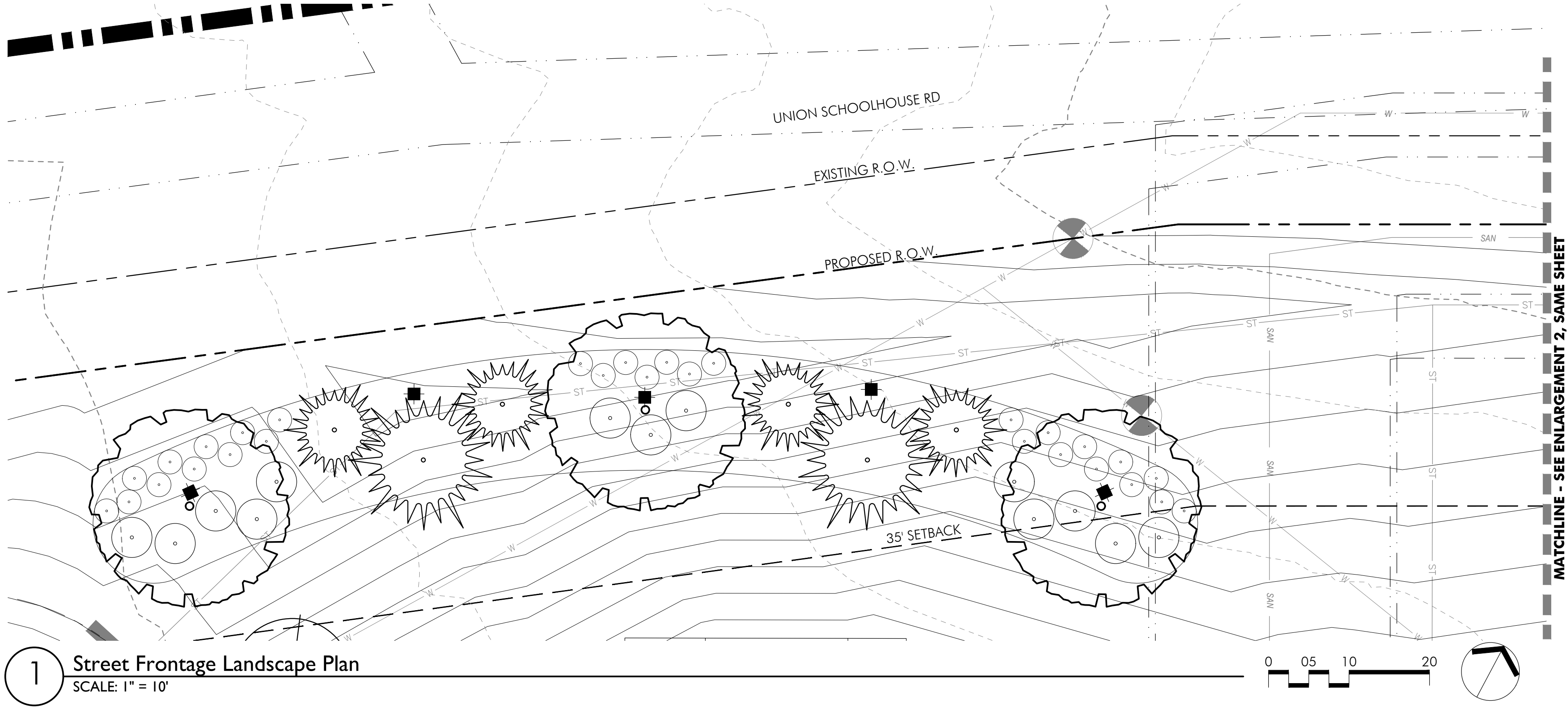
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**ENTRY AREA  
LANDSCAPE  
PLAN**

**Sheet #**

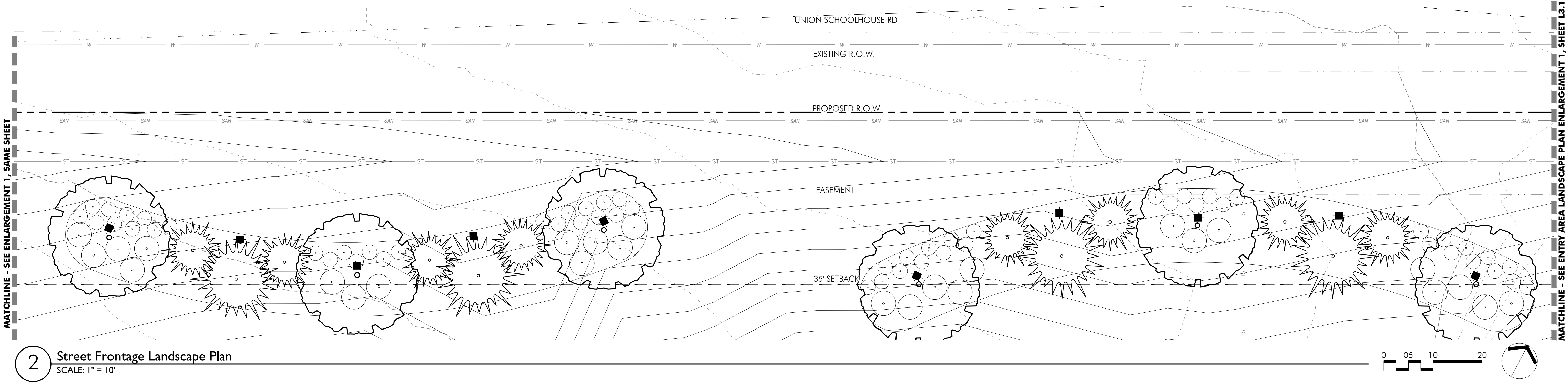
**L3.1**





LEGEND

- PROPOSED DECIDUOUS TREE
- PROPOSED ORNAMENTAL TREE
- PROPOSED EVERGREEN TREE
- PROPOSED SHRUBS
- ACCENT LIGHT:  
LED ACCENT LIGHT 12.4W  
KICHLER LIGHTING  
PRODUCT # 15751BKT  
COLOR:BLACK



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Project Name

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Riverside Union  
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7007 East Pleasant Valley Rd.  
Independence, OH 44131



Project Info

Project #	22061
Date	01/09/2023
By	SO, TF
Scale	As Noted

Revisions

Sheet Title

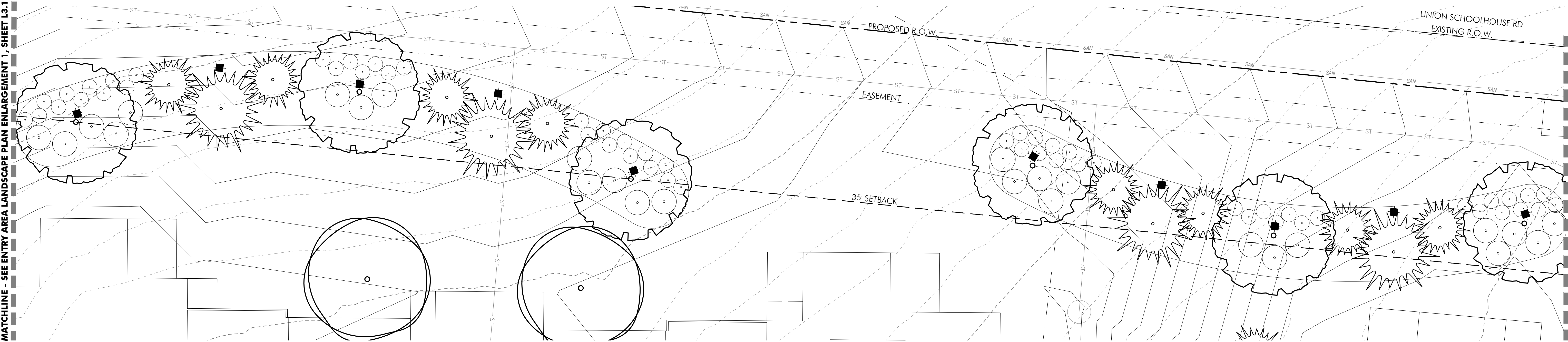
**STREET  
FRONTAGE  
LANDSCAPE  
PLAN**

Sheet #

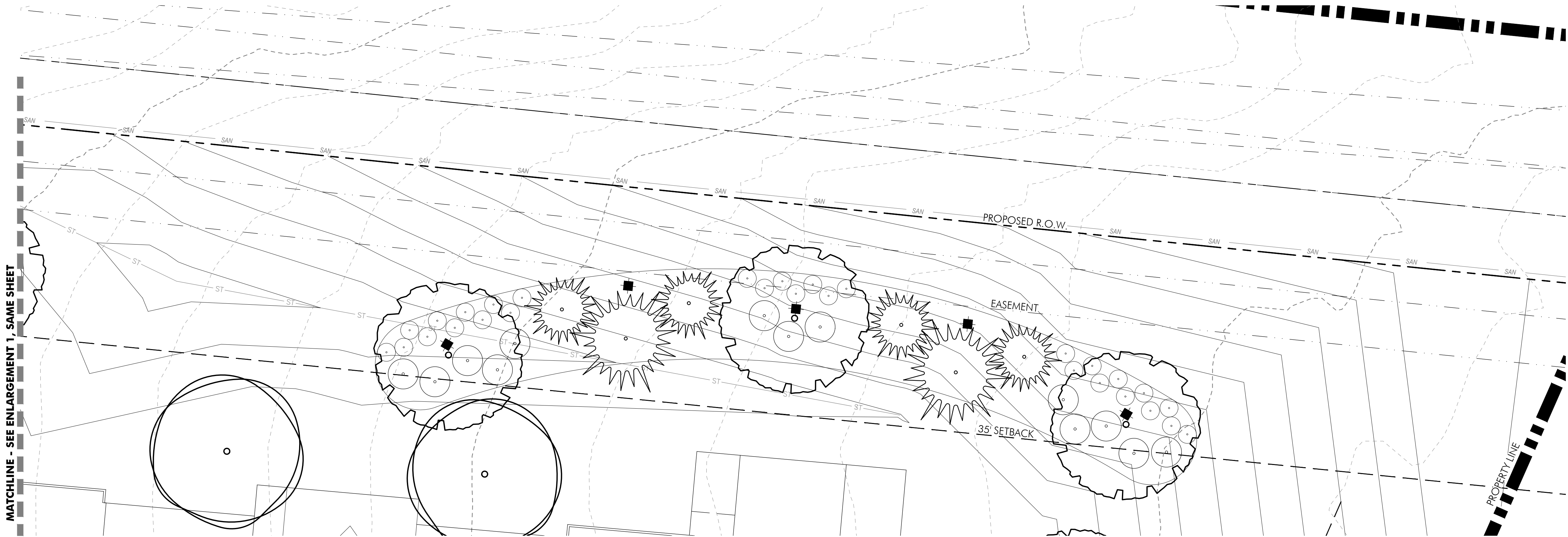
**L3.2**



MATCHLINE - SEE ENTRY AREA LANDSCAPE PLAN ENLARGEMENT 1, SHEET L3.1



1 Street Frontage Landscape Plan  
SCALE: 1" = 10'



2 Street Frontage Landscape Plan  
SCALE: 1" = 10'

LEGEND

- PROPOSED DECIDUOUS TREE
- PROPOSED ORNAMENTAL TREE
- PROPOSED EVERGREEN TREE
- PROPOSED SHRUBS
- ACCENT LIGHT:  
LED ACCENT LIGHT 12.4W  
KICHLER LIGHTING  
PRODUCT # 15751BKT  
COLOR: BLACK



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Project Name

**Redwood  
Riverside Union  
Schoolhouse Rd**

7544 Union Schoolhouse Rd  
Riverside, Ohio

Prepared For

Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131



Project Info

Project # 22061  
Date 01/09/2023  
By SO, TF  
Scale As Noted

Revisions

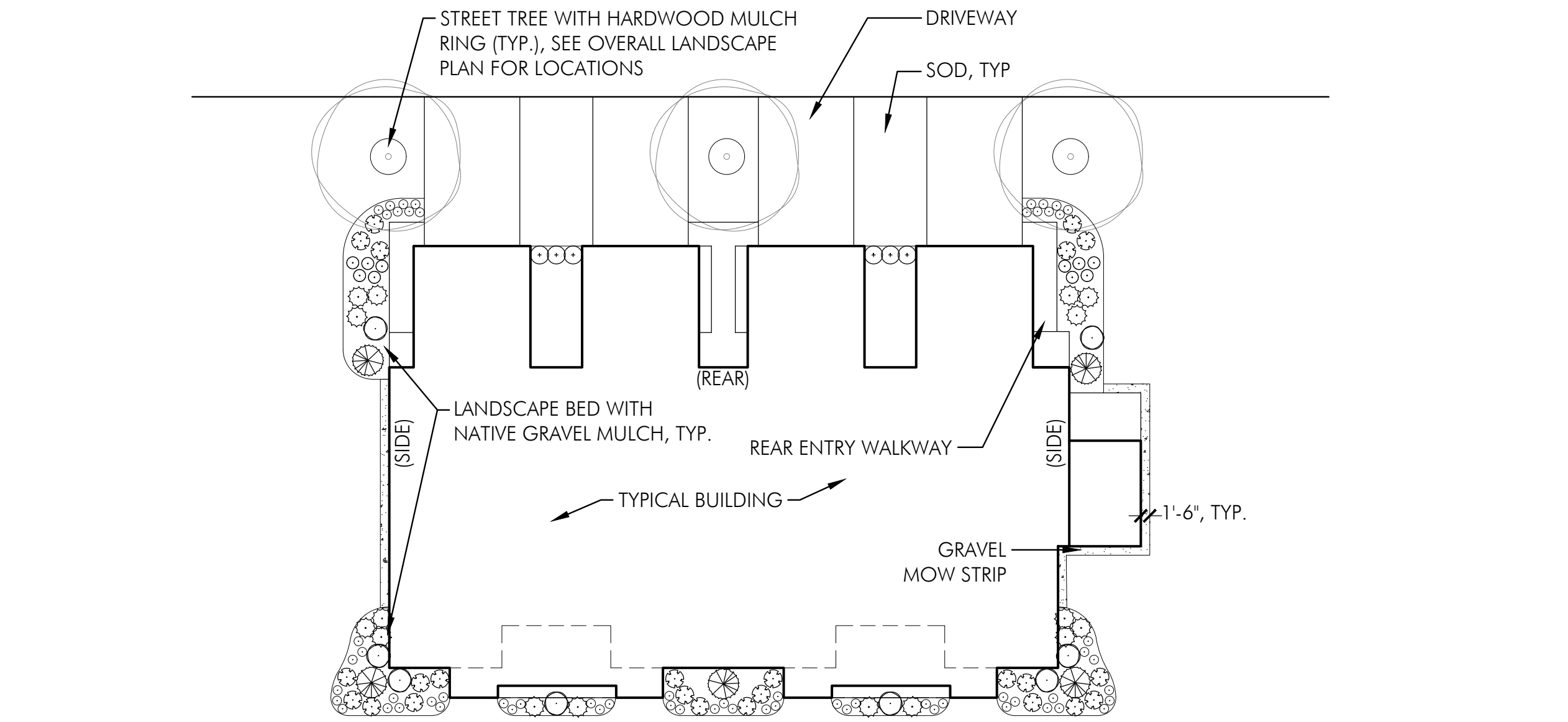
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**STREET  
FRONTAGE  
LANDSCAPE  
PLAN**

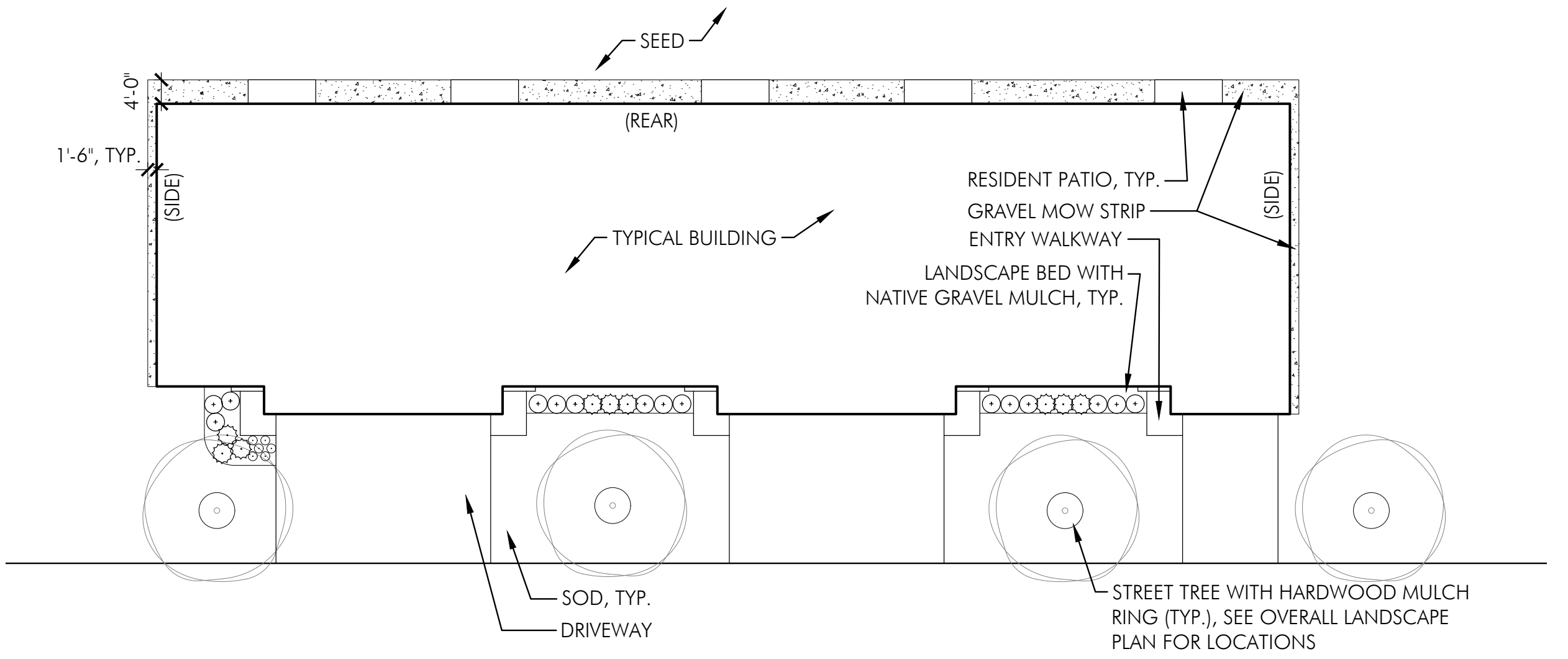
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**L3.3**

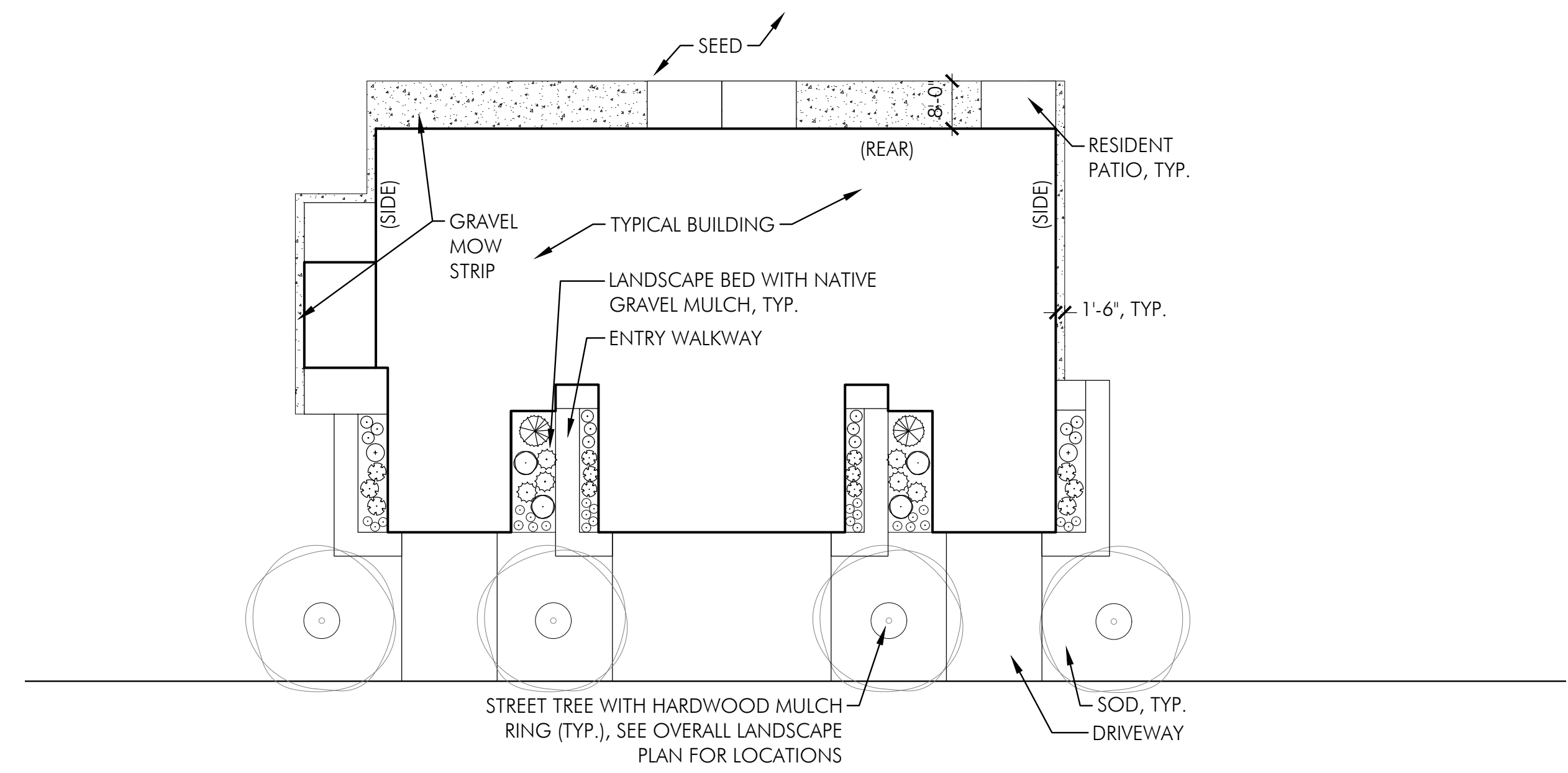




**Haydenwood Foundation Planting - Buildings: E & D**  
SCALE: 1" = 10'



**Willowood Foundation Planting - Buildings: Q & R**  
SCALE: 1" = 10'



**Capewood/Meadowood/Forestwood Foundation Planting - Buildings: A, B, C, F, G, H, J, K, L, M, N, P, S, & T**  
SCALE: 1" = 10'

**LEGEND**

PROPOSED DECIDUOUS TREE

PROPOSED ORNAMENTAL TREE

PROPOSED EVERGREEN TREE

PROPOSED SHRUBS

**PLANT LIST**

	SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	COND.	SPACING
SHRUBS						
	IL GL	Ilex glabra 'Densa'	Densa Compact Inkberry	18" hgt.	Cont.	As Shown
	IT VI	Itea virginiana	Virginia Sweetspire	18" hgt.	Cont.	As Shown
	JU CH	Juniperus chinensis 'Nicks Compact'	Nicks Compact Juniper	18" hgt.	Cont.	As Shown
	PH OP	Physocarpus opulifolius 'Little Devil'	Little Devil Ninebark	18" hgt.	Cont.	As Shown
	SP NF	Spiraea x 'Neon Flash'	Neon Flash Spirea	18" hgt.	Cont.	As Shown
	SY ME	Syringa meyeri	Palabin Lilac	30" hgt.	Cont.	As Shown
	TH PL	Thuja plicata 'Gelderland'	Gelderland Western Arborvitae	4' hgt.	Cont.	As Shown
PERENNIALS & ORNAMENTAL GRASSES						
	CA AC	Calamagrostis x acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass	2 gal.	Cont.	As Shown
	CE TO	Cerastium tomentosum	Snow in the Summer	1 gal.	Cont.	As Shown
	HE HR	Hemerocallis 'Happy Returns'	Happy Returns Daylily	1 gal.	Cont.	As Shown
	HO AL	Hosta 'Fortunei Albamarginata'	Variegated Hosta	1 gal.	Cont.	As Shown
	MI SI	Miscanthus sinensis 'Gracillimus'	Maiden Grass	1 gal.	Cont.	As Shown
**Plant substitutions may be required depending on plant availability. Any substitutions must be approved by landscape architect and Redwood.						

**POD design**

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**Prepared For**

Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131

**Redwood**  
APARTMENT NEIGHBORHOODS

**Project Info**

Project # 22061  
Date 01/09/2023  
By SO, TF  
Scale As Noted

**Revisions**

**Sheet Title**

**TYPICAL  
BUILDING  
FOUNDATION  
PLANTING**

**Sheet #**

**L3.4**





Haydenwood  
1,317 sqft

**Redwood**  
APARTMENT NEIGHBORHOODS



Willowood  
1,381 sqft

**Redwood**  
APARTMENT NEIGHBORHOODS



Meadowood  
1,327 sqft

**Redwood**  
APARTMENT NEIGHBORHOODS

Forestwood  
1,294 sqft

**Redwood**  
APARTMENT NEIGHBORHOODS

Capewood  
1,620 sqft

**Redwood**  
APARTMENT NEIGHBORHOODS

\*NOTE: FINAL DESIGN AND ASSOCIATED DETAILS SHALL BE PROVIDED TO THE CITY IN THE FINAL DEVELOPMENT PLAN PROCESS

## utility

### 12" coach light



Finish	Dimensions	Watts	Delivered Lumens	Energy Star	Model No.	Product ID No.
Black (BK) with Textured Glass	6" x 12.5" x 7"	12w	600	-	B33CL12W30BK	.3429920

#### Features

- Light Appearance: 3000K
- CRI 80+
- 120V AC Input
- Frequency: 50/60hz
- 50,000 Hour Life
- Mounting Accessories Included

#### Available Finishes

- Black (BK) with Textured Glass



#### Products

You are here: Home / Products / LED Wall Pack / WP7-A WP8-A WP9-A (LED)



## WP7-A WP8-A WP9-A (LED)

WP7-A WP8-A WP9-A

- Housing: Die-Formed Cold-rolled Steel with Epoxy Powder Coat Finish
- Shade: High Transmission Acrylic Create Excellent Light Distribution and Uniformity
- LED: High Efficiency, High CRI, Binned and Mixed to Reach Uniform Light
- Certification: ETL/cETL, Suitable for Wet Locations



## Jelly Jar 1-Light 7.5" Black Outdoor Wall Light

Product Specifications:  
Variation: Painted Black  
Dimensions: 4.5" L x 5.25" W x 7.5" H  
Model Number: 8054B9  
Manufacturer SKU: 3505009  
Shipping Dimensions: 8.0 x 6.0 x 6.0  
Shipping Weight: 1.5 lbs  
Product Height: 7.5"  
Product Width: 4.5"  
Product Depth: 5.25"  
Product Weight: 0.88 LBS  
Hardware or Plug-in: Hardwire  
Product Material: Metal  
Shade/Diffuser Material: Glass  
Shade/Diffuser Finish: Clear  
Dusk to Dawn: No  
Motion Activated: No

#### Product Description

Jelly Jar 1-Light 7.5" Black Outdoor Wall Light

- Color Finish: Black
- Shade Description: Clear Glass
- Included Accessories: Mounting Hardware
- Number of Bulbs Required: (1) 60 Watt Medium (E27) Base Bulb(s)
- Bulbs Included: No

Brand Name: Patriot Lighting

## Rear Patio Light

1:1



#### Columbus

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#### Cincinnati

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Cincinnati, Ohio 45246  
p 614.360.3066

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#### Project Name

## Redwood Riverside Union Schoolhouse Rd

7544 Union Schoolhouse Rd  
Riverside, Ohio

#### Prepared For

Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131



#### Project Info

Project # 22061  
Date 01/09/2023  
By SO, TF  
Scale As Noted

#### Revisions

#### Sheet Title

## ARCHITECTURAL CHARACTER & LIGHTING

#### Sheet #

# A1.0



69285  
0021010  
VICKI D. PEGU  
RECORDER  
94 OCT -4 PM 12:40  
MONTGOMERY CO. OHIO  
RECORDED

**GENERAL WARRANTY DEED**  
(ORC 5302.05.06)

I 42-19-3-17

MAD RIVER INVESTORS, an Ohio General Partnership, with its principal offices at 3646 Meadow Court Drive, Beavercreek, Ohio 45431, with Partnership Certificate filed with the Deed Records of Montgomery County, Ohio at Deed Microfiche #91-0635D02 on November 18, 1991, Grantor herein, for valuable consideration paid, grants, with general warranty covenants, to ROBERT J. ALLEN, Grantee herein, whose tax-mailing address is 5630 Gander Road, East Dayton, Ohio 45424, the following REAL PROPERTY:

\*Village

A.7019 #02 316.00

Situate in Section 14, Town 2, Range 8 M.Rs., in the ~~DEED~~\* of Riverside, Montgomery County, Ohio, being the same premises conveyed to Peter D. Stephan, Trustee by deed recorded in Microfiche Number 89-333E02 of the deed records of Montgomery County, Ohio and being a tract of land more particularly described as follows:

Beginning at a railroad spike found in the centerline of Union School House Road at the northwest corner of Cherry Creek, Phase One, recorded in Plat Book 141, Page 31 of the plat records of said County;

thence from said point of beginning S 05° 27' 18" E with the west line of said Plat and the west line of Cherry Creek, Section Two, recorded in P.B. \_\_\_\_\_ Pg. \_\_\_\_\_ a distance of 890.91 feet to an iron pin found in the west line of Lot 22 of said Cherry Creek, Section Two at the northeast corner of Lot #79981 of the Consecutive Numbers of Lots of the Plat of the City of Dayton, Ohio;

thence N 86° 06' 06" W with the north line of said Lot #79981 and the Corporation Line of the City of Dayton as shown on Sur 93-35 of the survey records of said County a distance of 264.00 feet to a stone found;

thence S 034° 41' 15" E with said Corporation Line a distance of 65.14 feet to an iron pin set;

TRANSFERRED

94 OCT -4 AM 11:54

A.J. WAGNER  
AUDITOR

A. J. WAGNER  
COUNTY AUDITOR  
MONTGOMERY COUNTY, OHIO  
RECEIVED FOR DEED RECORDS  
AND APPROVED FOR DEED RECORDS  
BY DC DATE 10-4-94  
NOT RECORDED

Leads & Fidelity Co., L.P.A.  
Attorneys at Law  
Suite 1812, Kettering Tower  
Dayton, Ohio 45423  
Telephone (513) 236-1776

CLPMAD-RIV.DED 64  
7/8/94

DRED

94-0617

A12

thence N 84° 48' 17" W continuing with said Corporation Line and the north line of Lot #79981 a distance of 1266.40 feet to a spike found in the centerline of Union School House Road at the northwest corner of said Lot #79981;

thence N 53° 03' 20" E with said centerline a distance of 557.94 feet to a spike found;

thence N 60° 42' 00" E continuing with said centerline a distance of 491.17 feet to an iron pin found;

thence N 66° 33' 00" E continuing with said centerline a distance of 612.00 feet to the point of beginning, containing 17.923 acres of land, subject to all legal conditions, easements and rights-of-way of record. This description prepared by McDougall Associates based on a survey made by same in April 1994. Bearings are based on the west line of Cherry Creek, Phase One, P.B. 141, Pg. 31. All iron pins set are 30" X 5/8" Capped "McDougall Assoc."

This description prepared by Kirk P. Dishl, P.S. #7032, McDougall Associates, 956 Senate Drive, Dayton, Ohio 45459.

The premises are listed for taxation as parcel number I42-19-3-17

Prior instrument reference: Microfiche # \_\_\_\_\_ of the Deed Records of Montgomery County, Ohio.

Excepting the next installment of taxes, and all taxes and assessments thereafter, which the Grantee herein assumes and agrees to pay as part of the consideration hereof.

IN WITNESS WHEREOF, witness Mad Rivers Investors, by all of its partners hereto execute this conveyance on behalf of the partnership this 7<sup>th</sup> day of JULY, 1994.

Signed and acknowledged  
in the presence of:

MAD RIVER INVESTORS, OHIO  
GENERAL PARTNERSHIP, GRANTOR

Levin & Freedrich Co., L.P.A.  
Attorneys at Law  
Box 1811, Kenting Tower  
Dayton, Ohio 45421  
Telephone (513) 236-1776

DEED

94-0617

B01

Jisha M. West  
Signature  
JISHA M WEST  
Print Name

By: Steven J. Moxen  
Steven J. Moxen

Stephanie A. Wilson  
Signature  
Stephanie A. Wilson  
Print Name

Jisha M. West  
Signature  
JISHA M WEST  
Print Name  
Stephanie A. Wilson  
Signature  
Stephanie A. Wilson  
Print Name

By: Mark R. Dale  
Mark R. Dale

Richard B. Ferguson  
Signature  
Richard B. Ferguson  
Print Name

By: Paul D. Nelson  
Paul D. Nelson

Stanley R. Smith  
Signature  
STANLEY R SMITH  
Print Name

State of Arizona }  
County of Pima } s. s.

This instrument was acknowledged before me this 03 day of  
August, 1994 by PAUL D. Nelson  
in presence of But C. Stule my hand and official seal.

Notary Public

My Commission Expires Aug. 29, 1997

12/1/94  
Date

I hereby certify that said  
partnership was registered in  
the Recorders Office on  
11/2/94 Vicki D. Peltz, Recorder

By: [Signature]  
Deputy

Lois & Pritchett Co., L.P.A.  
Attorneys at Law  
Suite 1812, Kettering Tower  
Dayton, Ohio 45421  
Telephone (513) 236-1776

Tisha M. West  
Signature

Tisha M. West  
Print Name

[Signature]  
Signature

Stephanie T. Wilson  
Print Name

By: [Signature]  
Robert J. Allen

STATE OF Ohio, COUNTY OF Greene, SS:

The foregoing instrument was acknowledged before me this  
7 day of July, 1994 by Robert J. Allen  
individually and on behalf of Mad River Investors, Ohio General  
Partnership.

PAMELA J. OHRMAN, Notary Public  
In and for the State of Ohio  
My Commission Expires Aug. 5, 1996

[Signature]  
NOTARY PUBLIC

STATE OF Ohio, COUNTY OF Greene, SS:

The foregoing instrument was acknowledged before me this  
7 day of July, 1994 by Steven J. Myers  
individually and on behalf of Mad River Investors, Ohio General  
Partnership.

PAMELA J. OHRMAN, Notary Public  
In and for the State of Ohio  
My Commission Expires Aug. 5, 1996

[Signature]  
NOTARY PUBLIC

STATE OF Ohio, COUNTY OF Greene, SS:

The foregoing instrument was acknowledged before me this  
7 day of July, 1994 by MARK R. DALG  
individually and on behalf of Mad River Investors, Ohio General  
Partnership.

PAMELA J. OHRMAN, Notary Public  
In and for the State of Ohio  
My Commission Expires Aug. 5, 1996

[Signature]  
NOTARY PUBLIC

STATE OF Pima, COUNTY OF ARIZONA, SS:

The foregoing instrument was acknowledged before me this  
3 day of August, 1994 by PAUL D. NELSON  
individually and on behalf of Mad River Investors, Ohio General  
Partnership.

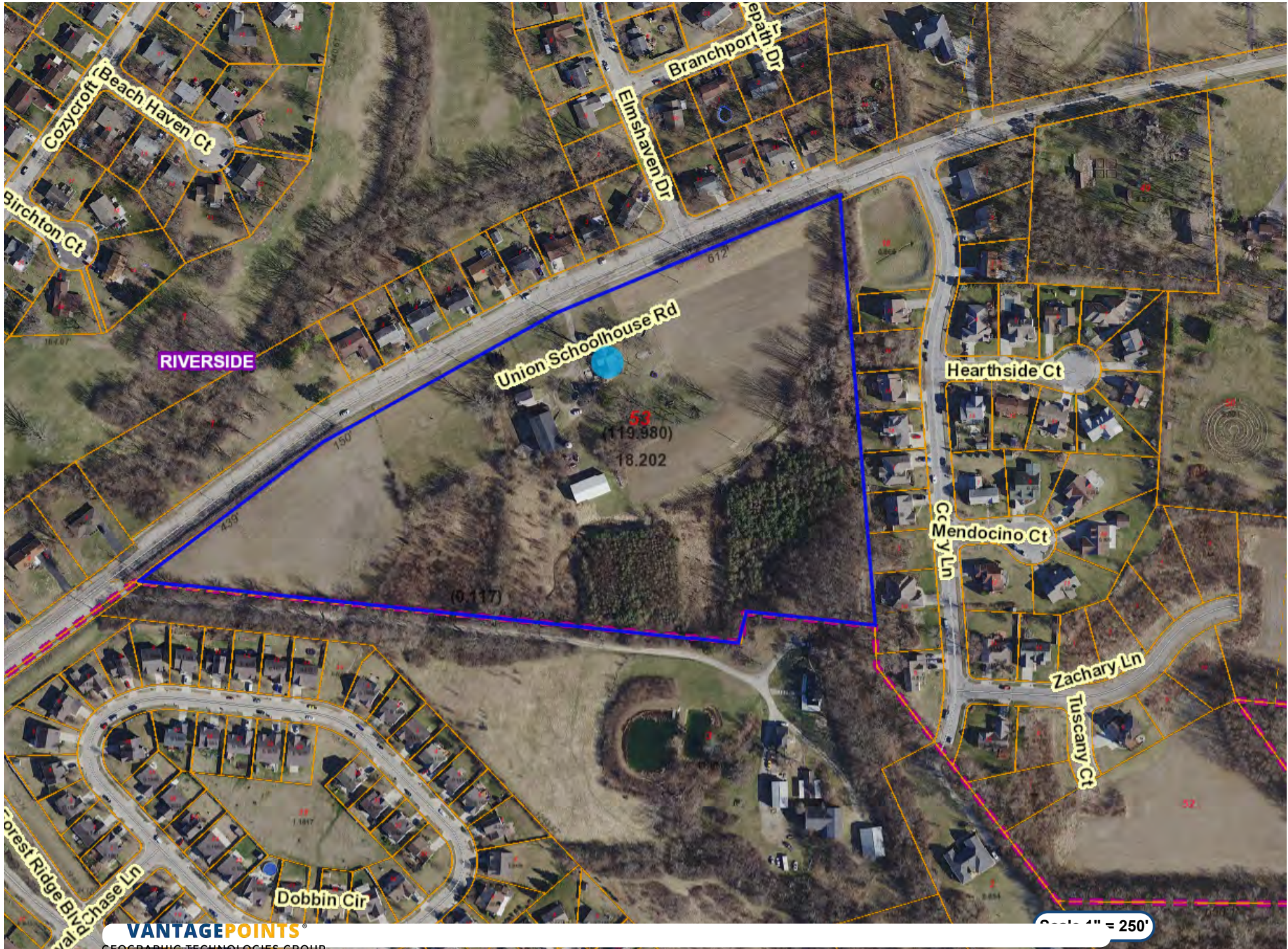
My Commission Expires Aug. 29, 1997

[Signature]  
NOTARY PUBLIC

Louis & Fredrich Co., L.P.A.  
Attorneys at Law  
Suite 1812, Kettering Tower  
Dayton, Ohio 45423  
Telephone (513) 236-1776

This instrument prepared by Gary L. Froelich, Attorney at Law,  
1812 Kettering Tower, Dayton, Ohio 45423.









**MEETING DATE: February 2, 2023**

**AGENDA ITEM: New Business**

**TO:** Riverside City Council

**FROM:** Josh Rauch, City Manager

**SUBJECT:** 23-O-819 AN ORDINANCE TO APPROVE EMPLOYEE POSITION TITLES,  
NUMBER OF POSITIONS AND PAY RANGES

---

**EXPLANATION**

The attached ordinance provides a housekeeping update to the Table of Organization (TO) which:

- Enables firefighter EMTs to be hired full-time.
- Increases the appropriated number of FT firefighter positions to 19 as reflected in the FY2023 Budget
- Provides one additional authorized position to help the Department streamline hiring processes in the event of staff departures.

The ordinance will be read as an emergency so that it becomes immediately effective upon second reading. This is because the Department has identified qualified candidate(s) who could not otherwise be hired unless the TO is updated.

**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**

Exhibit A – Table of Organization

23-O-819

**AN ORDINANCE TO APPROVE EMPLOYEE POSITION TITLES, NUMBER OF POSITIONS AND PAY RANGES AND TO REPEAL ORDINANCE NO. 22-O-807, PASSED OCTOBER 6, 2022.**

WHEREAS, the City Manager has undertaken a review of the present organizational structure of the City of Riverside, including position titles, number of positions and pay ranges; and

WHEREAS, the City Manager has made recommendations for the adopting of changes thereto.

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

Section 1: That the compensation and number of officials and employees of the City of Riverside be fixed as per the attached Exhibit A, and the positions listed in Exhibit A are hereby established in respect to position, title, authorized number and pay range.

Section 2: That Ordinance No. 22-O-807, passed October 6, 2022, and all other Ordinances in conflict with the provisions of this Ordinance be and the same are hereby repealed.

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

PASSED THIS DAY OF \_\_\_\_\_.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

CERTIFICATE OF THE CLERK

I, \_\_\_\_\_, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Ordinance is a true and correct copy of Ordinance No. 23-O-819 passed by the Riverside City Council on \_\_\_\_\_.

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

\_\_\_\_\_  
CLERK



Position Title	Type of Position	Authorized Strength	Appropriated Strength	Pay Range	
				Minimum	Maximum
<b>COUNCIL</b>					
Clerk of Council	FT	1	1	\$45,000	\$56,000
<b>CITY MANAGER’S OFFICE</b>					
City Manager/Director of Personnel	FT	1	1	Contract	Contract
Assistant City Manager	FT	1	1	\$76,000	\$102,000
Administrative Assistant	FT	2	2	\$31,200	\$53,200
Administrative Assistant	PT	1	1	\$15.00hr	\$24.61hr
Intern	PT	1	1	\$15.00hr	\$16.00hr
<b>FINANCE DEPARTMENT</b>					
Director	FT	1	1	\$76,000	\$102,000
Finance Administrator	FT	1	1	\$55,600	\$93,000
Finance Assistant	FT	1	1	\$36,400	\$55,600
<b>LAW DEPARTMENT</b>					
Law Director	FT	1	1	Contract	Contract
Prosecutor	FT	1	1	Contract	Contract
<b>COMMUNITY DEVELOPMENT</b>					
Director	FT	1	0	\$76,000	\$102,000
Economic Development Specialist	FT	1	1	\$47,000	\$72,700
Zoning Administrator	FT	1	1	\$47,000	\$72,700
Community Development Technician	FT	1	1	\$36,400	\$55,600
Code Enforcement Officer	FT	1	1	\$36,400	\$55,600
<b>FIRE DEPARTMENT</b>					
Chief	FT	1	1	\$76,000	\$102,000
Battalion Chief	FT	3	3	\$72,800	\$95,000
Fire Lieutenant/Firefighter-EMT*	FT	20	19	Contract	Contract
Firefighter-EMT	PT	42,000 Hrs	33,000 Hrs	\$10.00hr	\$20.00hr
Administrative Assistant	PT	1	1	\$15.00hr	\$24.61hr
<b>POLICE DEPARTMENT</b>					
Chief	FT	1	1	\$76,000	\$102,000
Major	FT	2	2	\$72,800	\$95,000
Sergeants	FT	4	4	Contract	Contract
Officer	FT	23	23	Contract	Contract
Advocate	FT	1	1	\$36,400	\$55,600
Records Clerk	FT	1	1	\$36,400	\$55,600
Property Room Custodian	FT	1	1	\$36,400	\$55,600
<b>PUBLIC SERVICES DEPARTMENT**</b>					
Director	FT	1	1	\$76,000	\$102,000
Administrative Assistant	PT	1	1	\$15.00hr	\$24.61hr
Operations Manager	FT	1	1	\$66,300	\$80,500
Working Foreman	FT	1	1	Contract	Contract
Equipment Operator	FT	2	2	Contract	Contract
Park Technician	FT	2	2	Contract	Contract
Construction Inspector	FT	2	2	Contract	Contract
Maintenance Worker	FT	3	3	Contract	Contract

\*No more than three (3) Lieutenants at one time

\*\*No more than nine (9) total contract personnel, and two (2) bargaining unit members in the same position classification in the Public Services Department

FT=Regular full-time working more than 30 hours per week and no less than 1,560 hours per year

PT=Regular part-time working 28.5 hours per week or less on an annualized average basis

T=Temporary Working up 40 hours a week for a definite duration



**MEETING DATE: February 2, 2023**

**AGENDA ITEM: New Business**

**TO:** Riverside City Council

**FROM:** Katie Lewallen

**SUBJECT:** **Resolution No. 23-R-2823** – A resolution by the Riverside City Council authorizing a two percent increase in the City Manager’s annual salary effective January 1, 2023.

**Resolution No. 23-R-2824** – A resolution by the Riverside City Council authorizing a two percent increase in the Clerk of Council’s annual salary effective January 1, 2023.

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**EXPLANATION**

As directed by council, this is an annual review for the city manager and clerk of council.

**RECOMMENDATION**

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

**FISCAL IMPACT**

**SOURCE OF FUNDS**

**EXHIBITS**

See Resolutions Attached

23-R-2823

**A RESOLUTION BY THE RIVERSIDE CITY COUNCIL AUTHORIZING A TWO PERCENT INCREASE IN THE CITY MANAGER'S ANNUAL SALARY EFFECTIVE JANUARY 1, 2023.**

WHEREAS, the Council desires to increase the hourly wage rate of the City Manager by two percent effective January 1, 2023.

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

Section 1: That effective January 1, 2023, the City Manager's annual salary be and the same is hereby increased from \$117,500, annually, to \$119,800, annually, which represents a two percent increase.

Section 2: That the Clerk of Council forward a certified copy of this Resolution to the City Manager and Finance Director.

Section 3: This Resolution shall take effect and be in force from and after the date of its passage.

PASSED THIS DAY OF \_\_\_\_\_.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

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. 23-R-2823 passed by the Riverside City Council on \_\_\_\_\_.

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

\_\_\_\_\_  
CLERK

23-R-2824

**A RESOLUTION BY THE RIVERSIDE CITY COUNCIL AUTHORIZING A TWO PERCENT INCREASE IN THE CLERK OF COUNCIL'S ANNUAL SALARY EFFECTIVE JANUARY 1, 2023.**

WHEREAS, Section 4.12 of the Charter provides that the Council shall establish the salary of the Clerk of Council; and

WHEREAS, the Council desires to increase the hourly wage rate of the Clerk of Council by two percent effective January 1, 2023.

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

Section 1: That effective January 1, 2023, the hourly pay rate of the Clerk of Council shall be increased from \$25.64 to \$26.15 per hour, which represents a two percent increase.

Section 2: That the Clerk of Council forward a certified copy of this Resolution to the City Manager and Finance Director.

Section 3: This Resolution shall take effect and be in force from and after the date of its passage.

PASSED THIS DAY OF \_\_\_\_\_.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

23-R-2824

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. 23-R-2824 passed by the Riverside City Council on \_\_\_\_\_.

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

\_\_\_\_\_  
CLERK

CITY MANAGER

PREVIOUS

UPDATES

# MEMORANDUM

**TO:** Honorable Mayor and Councilmembers  
**FROM:** Josh Rauch, City Manager  
**DATE:** January 13, 2023  
**SUBJECT:** Weekend Update  
**CC:** Department Directors, City Clerk, Law Director

## City Manager's Office

- **A reminder that City offices are closed Monday, January 16<sup>th</sup>, in observance of Martin Luther King, Jr. Day.** Offices will reopen Tuesday, January 17<sup>th</sup>.
- Many thanks to Tom and Crystal for their hard work over the last several weeks, particularly this week. We were able to finalize financial information in the legacy CMI system and SSI was able to export our data successfully. The conversion process will continue next week with a staff training for key users, as well as ongoing configuration. **THANKS TOM AND CRYSTAL!**
- The next two weeks will continue to be exceptionally busy for Finance and Administration staff as the conversion process continues to SSI.

## Administration

- **Health Insurance Transition** - This week employees received permanent insurance cards and HSA deposits. This largely completes the transition to the OBC.
- **Cybersecurity** - In response to the hacking of e-mail accounts at the City of Dayton and City of Huber Heights, employees were prompted to reset passwords and password complexity was increased. In addition, the domain names of hhoh.org and daytonohio.gov have been temporarily blocked from sending e-mail to City e-mail addresses.
- **Class and Comp Study** - Staff is preparing to distribute job duty surveys to select employees and positions. This will allow our consultant, Clemans Nelson, to analyze and evaluate positions to establish compensation ranges.

## Community Development Department

- **Planning and Zoning** – Next week's Planning Commission meeting is Wednesday the 18<sup>th</sup> at 6:30 PM at City Hall. Cases include a proposed gas station at 4700 Linden and a proposed PUD at 7544 Union Schoolhouse Rd.
- **Economic Development** – Draft land use plan is expected from MKSK at the end of next week (January 20<sup>th</sup>).
- **Code Enforcement** – Staff focused on truck and sign enforcement this week, in addition to addressing case backlog from last year.

## Finance Department

- Data entry into CMI is complete
- Monthly and annual reports for December are complete and will be posted to the website.
- Major focus of work continues to be implementing new SSI software and troubleshooting any errors that arise in the conversion process.

## Fire Department

- We hired a new part time Firefighter EMT.
- We made a preparation for interviews on Tuesday.
- Met with Enterprise regarding lease program.

## Police Department

- Major Jackson is out for approximately 2 weeks. She is doing well.
- Major Sturgeon and I spoke with Jeremy from Enterprise Car Rental regarding our 3-cruiser build. Delivery could be 2 to 6 months depending on availability.
- The 2 new officers are currently in the Field Training Program.
- We submitted our bill to the State of Ohio in regard to out yearly Professional Training. We will be getting a refund for hours spent on the training of \$12,000.00.
- Officer Josh Schmidt has been sent advanced phone forensic training. The training is sponsored by the FBI and is a free school.

## Public Service Department

- Engineering/Administration:
  - Continue to work with Community Development on reviewing proposed work in the right of way for new site improvements/businesses
  - Hired company to clean Police and Service
  - Received new, replacement Traffic Counter.
  - Received new construction schedule for Spinning Phase 1 Improvements. Work is now summer/fall of this year going in to 2024.
  - Posted information about a Montgomery County Rain Barrel sale to residents
  - Work was completed at the Needmore/Old Troy signal
- Projects:
  - The application for power has been submitted to AES for power service to the new Kroger signal.
  - AES has been contacted for a replacement of the Light pole behind the Eintracht building.
  - We are working on residential assessment for curbs, sidewalk and driveway aprons for Lynnhaven/Meyer project.
  - Working on getting an updated quote and scheduling for culvert rehab on Penn Ave.
- Crews:
  - Crews picked up trash on Woodman corridor, Springfield St Ramps, Airway Rd.
  - Repaired a catch basin on Woodman Dr.
  - Crews put down 4 tons of blacktop patch on city streets.





- Crews repaired the guardrail at Bayside & Woodman.
- Snow plow training continues with our new hire.
- Crews were called out for water main breaks & fallen trees in the roadway
- Weekly park clean up.

# MEMORANDUM

**TO:** Honorable Mayor and Councilmembers

**FROM:** Josh Rauch, City Manager

**DATE:** January 20, 2023

**SUBJECT:** Weekend Update

**CC:** Department Directors, City Clerk, Law Director

## City Manager's Office

- Administration and Finance staff continue to be exceptionally busy with the SSI implementation. We had good validation results this week, but staff will need to independently validate results and finalize some configuration items early next week before we can run our first payroll. While the rollout has been smooth so far, please continue to be patient over the next several weeks as the system is finalized and we begin living new work routines.
- I met with Kathy and Nia to discuss the four proposals we received for general engineering services. We will finalize scoring for these proposals and bring this forward to Council for discussion in February.
- I had a great meeting with Kathy, the Transportation Improvement District (TID), and Woolpert this week to discuss Woodman Phase 4 (Airway to Springfield St.). This project has been submitted for SS4A Federal grant funding. We met to discuss backup funding plans and developed several good ideas. We'll begin pulling those funding plans together in the coming weeks.

## Administration

- **Cybersecurity-** Staff is setting a meeting with the City IT contractor to discuss enhancing security including incorporating multi-factor authentication.
- **Class and Comp Study-** Employee job questionnaires have been distributed to staff with a completion deadline of February 3rd. The questionnaires will allow our consultant, Clemans Nelson, to analyze and evaluate positions to establish compensation ranges.

## Community Development Department

- **Planning and Zoning** – The proposed rezoning for 7544 Union Schoolhouse Rd. is anticipated to go before Council for a first reading at the February 2<sup>nd</sup> meeting.
- **Economic Development** – A draft, formatted land use plan was received from MKSK today (January 20<sup>th</sup>). Staff will begin to review the report and work on next steps.
- **Code Enforcement** – Staff have initiated 44 cases to-date this year. There are 319 cases currently open.

## Finance Department

- Data migration and validation has been successfully completed by SSI. There were no significant errors identified during the validation process.
- Next week, staff will independently validate the converted data and run payroll for the first time using the new system.

## Fire Department

- There will be a large training exercise around the Air Force Museum this coming week. This will involve a large police, fire, EMS presence with a lot of activity. The fire department will be sending several crews to participate as will several other fire departments. I believe the police are involved also. Wright-Patt is asking that we do not advertise this, as they are wanting to keep it as real as possible, with no prior notice of the event. They will handle the media and any notifications.
- We had a residential structure fire on Sharp Rd. Saturday the 14th. A Female was removed by RFD crews and unfortunately has succumbed to her injuries. The investigation is ongoing.
- Conducted fulltime interviews and have 3 candidates that are moving forward in the process. 2 of these candidate are internal parttime and 1 external lateral entry. We are finishing up background investigations now. We will have another opening at the end of March. Hoping to find another candidate for the position soon.
- We hired one part time today and another one announced his resignation. We will keep trying....

## Police Department

- We have 2 new officers currently in the Field Training Program.
- We submitted our bill to the State of Ohio regarding our yearly Professional Training. We will be getting a refund for hours spent on the training of \$12,000.00. (24 hours cultural diversity, Mental Health, use of Force, Personal Wellness of the Officers, Responding to Sexual Assault, and Domestic Violence)
- We closed out our grant with IDEP/ISTEP and the 2023 grant is now in place. DUI/SPEED \$15,000 total.
- We secured the Federal bullet proof vest grant that pays for 50 percent of our vest. We aren't currently using the BVP because the state grant pays 75 percent of our vest.

## Public Service Department

- Engineering/Administration:
  - Working on a 2023 Work Plan to include annual goals and projects
  - MVRPC staff has recommended our Transportation Alternative (TA) grant for Woodman Phase 1 submitted in October for funding. This nearly \$1 million grant is a second grant for this project with two more grant applications to come later this year.
  - Working on a sign to be placed in the cemetery for a Decoration Policy to be implemented later this year
  - Participated in Financial Software training
- Projects:
  - Working on purchasing de-icing liquid with other cities/municipalities.

- Residential curbs, sidewalks and drive apron invoices for Eastman, Lynnhaven and Meyer are completed and should be mailed out next week.
- Waiting on mast arm mounting bolts for the new traffic light at Kroger's. (Est time 3 weeks)
- Working on property damage reports for reimbursements to the City.
- Following up with permitted contractors regarding working in the City right of way.
- Crews:
  - Picked up more litter along the right of way
  - Cleaned the parks at the beginning and end of the week
  - Replaced a double catch basin at the corner of Viewland and Woodhill
  - Were called in on overtime to clean up downed trees from the right of way from heavy winds on 1/19; non-emergency cleanup was also done on 1/20 during normal workday hours
  - Prepped dump trucks for possibility of snow fall on 1/22
  - Replaced the entrance sign on Airway Rd
  - Placed 6 tons of asphalt on city streets
  - Replaced signs on Route 4
  - Made sign repairs throughout the city