

Pride ~ Progress ~ Possibilities

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

January 18, 2024

Council Meeting

6:00 P.M.

City Council

PETER J. WILLIAMS, MAYOR

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

Josh Rauch, City Manager

Katie Lewallen, Communications Manager/Clerk of Council

Calendar for year 2024 (United States)



Council Business Meeting

January						
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Council Business Meeting

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

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

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

AGENDA

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

RIVERSIDE CITY COUNCIL

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

**Thursday, January 18, 2024
Business Meeting 6:00 P.M.**

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) EXCUSE ABSENT MEMBERS
- 4) ADDITIONS OR CORRECTIONS TO AGENDA
- 5) APPROVAL OF AGENDA
- 6) PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE
- 7) MINUTES – Approval of minutes from the January 4, 2024, council meeting.
- 8) ACCEPTANCE OF CITIZEN PETITIONS
- 9) PUBLIC COMMENT ON AGENDA ITEMS
- 10) NEW BUSINESS
 - A) ORDINANCES
 - I) **Ordinance No. 24-O-846** – An ordinance to authorize the provision of a real property tax abatement for a project located at 7455 Union Schoolhouse Road with the City of Riverside Northern Community Reinvestment Area and authorizing the City Manager to execute the related Community Reinvestment Area Agreement. (1st reading)
 - B) RESOLUTIONS
 - I) **Resolution No. 24-R-2909** – A resolution declaring certain property owned by the City to be surplus and no longer needed for City purposes and authorizing its disposition.
 - II) **Resolution No. 24-R-2910** – A resolution authorizing the city manager to accept a Montgomery County Solid Waste District (MCSWD) Incentive Grant for new playground equipment and mulch at Rohrer Park.

*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.*

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

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

11) PUBLIC COMMENT ON NON-AGENDA ITEMS

12) CITY MANAGER REPORT

13) COUNCIL MEMBER COMMENTS

14) 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.

15) RECONVENE

16) ADJOURNMENT

MINUTES

Minutes of the Riverside City Council Meeting

Held on: January 4, 2024

CALL TO ORDER: Mayor Williams called the Riverside, Ohio, City Council Meeting to order at 6:06 p.m. at the Riverside Administrative Offices, 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

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

Staff present were as follows: Josh Rauch, City Manager; Dalma Grandjean, Law Director; and Katie Lewallen, Clerk of Council

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

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

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

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE: Mayor Williams led the pledge of allegiance. Mayor Williams stated that every year at the first meeting they take a moment of silence for two important individuals of Riverside. He read a statement of remembrance for Corporal Derek C. Dixon and for Private First-Class Lavern C. Ullmer.

MINUTES: Mr. Joseph moved, seconded by Mr. Maxfield, to approve the December 7, 2023, council business meeting minutes. All were in favor. **Motion carried.**

ESTABLISHING DATE AND TIME FOR MEETINGS: Mayor Williams stated that their typical meeting days and times have been on the first and third Thursdays of the month for business meetings and on the second, and if needed fourth, Thursdays of the month for a work session. Council discussed the calendar supplied to them listing their dates and the Thursdays that they will not be able to meet. Deputy Mayor Lommatzsch moved, seconded by Mr. Denning, to approve the 2024 calendar with the following Thursdays omitted: April 18, May 16, July 4, July 11, and September 5. All were in favor. **Motion carried.**

ELECTION OF DEPUTY MAYOR: Mayor Williams called for nominations for deputy mayor. Mr. Joseph nominated, seconded by Mayor Williams, Mr. Maxfield as deputy mayor. No further nominations were made. Mr. Denning moved, seconded by Ms. Lommatzsch, to accept the nominee, Mr. Maxfield, by unanimous acclamation. All were in favor. **Motion carried.**

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

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

UNFINISHED BUSINESS

A. ORDINANCES

- I) **Ordinance No. 23-O-845 – An ordinance to amend Chapter 720 of the City of Riverside Administrative Code.** (2nd reading, public hearing, adoption)

Mr. Rausch stated this is the second reading of the rental registration program; this requires registration and self-inspection to make sure the city has a better idea about which properties are for rent and what condition they are in.

Ms. Lommatzsch moved, seconded by Deputy Mayor Maxfield, to approve the second reading of Ordinance No. 23-O-845. The clerk read the ordinance by title only.

Mayor Williams opened the public hearing at 6:17 pm. No one came forward to speak on the ordinance. Mayor Williams closed the public hearing at 6:17 pm.

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

NEW BUSINESS

A. RESOLUTIONS

- I) **Resolution No. 24-R-2903 – A resolution appointing the City of Riverside’s 2024 Representatives to the First Suburbs Consortium of Dayton, Ohio, Council of Governments.**

Mayor Williams stated this is for a council appointment of two members to the First Suburbs. Ms. Fry added they also need an alternate. Previously it was Ms. Fry and Mr. Joseph with Mrs. Franklin as the alternate.

Ms. Fry moved, seconded by Mr. Denning, to appoint Ms. Fry and Mr. Joseph as the representatives and Ms. Lommatzsch as the alternate to the First Suburbs Consortium and to approve Resolution No. 24-R-2903.

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

- II) **Resolution No. 24-R-2904 – A resolution appointing the City of Riverside’s 2024 Representatives to the Miami Valley Regional Planning Commission (MVRPC).**

Mr. Rauch stated this is for one council representative and an alternate to MVRPC. For staff, it will be himself and Mr. Kevin Miller as an alternate.

Deputy Mayor Maxfield moved, seconded by Mr. Jospheh, to appoint Ms. Lommatzsch as the council representative and Mayor Williams as the alternate along with Mr. Rauch as the staff representative for the Transportation Technical Advisory Committee and Mr. Kevin Miller as the alternate and to approve Resolution No. 24-R-2904.

Ms. Lommatzsch stated it has been a privilege to serve, and she has been doing so since the 1990s. She has worked her way through the board positions. She looks forward to them attending the dinner on April 18, 2024; where she will take over as the chair of a 90-member board; 30-member staff covering five counties.

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

III) Resolution No. 24-R-2905 – A resolution by the Council of the City of Riverside, Montgomery County, Ohio, approving the city manager’s 2024 appointment of two members to the Tax Incentive Review Council (TIRC).

Mr. Rauch stated these are staff appoints of Nia Holt and Lori Minnich.

Ms. Lommatzsch moved, seconded by Mr. Denning, to approve Resolution No. 24-R-2905.

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

IV) Resolution No. 24-R-2906 – A resolution authorizing the city manager to enter into final legislation with the Ohio Department of Transportation for the Urban Paving Program, PID No. 110194.

Mr. Rauch stated that this is the customary final approval before the project goes to bid. It has been budgeted in the 2024 budget with a buffer in case bids come in high.

Ms. Lommatzsch moved, seconded by Mr. Denning, to approve Resolution No. 24-R-2906.

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

V) Resolution No. 24-R-2907 – A resolution authorizing the purchase of a replacement sign for the city facility at 1791 Harshman Road.

Mr. Rauch stated they received quotes on electronic signage that they wish to pursue.

Mr. Denning moved, seconded by Deputy Mayor Maxfield, to approve Resolution No. 24-R-2907.

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

Ms. Lommatzsch asked if Mr. Miller could contact someone regarding the large direction sign for Route 4 that has been laying on the ground. It is not in Riverside, it is Dayton, but needs to be picked up.

PUBLIC COMMENT ON NON-AGENDA ITEMS: Two petitions to speak were received. Mayor Williams invited Mr. Brett Domescik forward to speak. He asked him to state his name, address, and keep comments to three minutes. Mr. Brett Domescik, 172 Orinoco Street, Riverside, OH, stated he has a curb, gutter, sidewalk assessment for 103 Meyer Avenue after the work was done there. His bill was rather significant, and while he was given an idea of what it would be, it came out higher than expected. He stated he was not able to make payment on that in a timely fashion that the city had established. He made a payment to the city in early November for the amount of the invoice, which was about \$6,408.80. It was accepted and cashed. At the Christmas party, the city manager brought him back a check indicated they cannot take payment (there was a previous conversation). The city had already sent it to the county. The county had assessed an additional \$733. He thinks that is a disproportionately excessive interest expense for two months. He doesn't want to pay \$733 for a two month period of time. He gave the city a check; Josh returned it, and he has since cashed the check. He does not want to pay that interest. He will pay the bill as he has already done so, and will do it again. He is asking for their consideration for that.

Mayor Williams stated he has a list of items it seems he wants to cover in three minutes. Mr. Domescik stated he wanted three minutes for each individual item. Mayor Williams stated he will permit it. Mr. Domescik stated he distributed a letter regarding parking on Orinoco Street north of Bayside, but he understands the south side has the same issue. He left a letter for each person on his street, hand-delivered, about the situation and how it has been set up. The street department has put up nine signs, one in front of each house, on the east side of the street. He stated it looks hokey and devalues the look of the street. He wants the signs removed. The reason it is being done is because of an individual who has several vehicles parked on both sides of Orinoco Street when it was possible, and it was very difficult for Republic Services to service that as well as the police, fire, or the EMTs that service that street. Anybody on the other side if they cannot get their vehicles down there then they aren't going to be able to do service in terms of the EMTs and fire. They don't get service when they can't get passed the vehicles. These guys can't get past these vehicles. The city did not send notification to the residents about the signs. He would have expected the city to come to them to indicate they need to do something whether by letter or email to address the issue. His letter discussed possible solutions with hours of no parking to be posted. In this case, if residents park there then they need to be fined or towed. He is starting to see residents park on lawns. That is a worse look. He asked they consider something else and give them a chance to solve their own problem on the north side.

Mr. Domescik stated his third item is asking about some type of leaf pick-up program. He

lives at the dead end of Orinoco and the entire fence, which is base property, has leaves that are knee high on that entire wall. They can't be burnt; he would love to do that as it is the fastest and easiest way to get rid of them. He stated he does not have the time to go down there and pick them up and bag them. He does not have the time and he is not going to do that.

Mr. Domescik stated his last item is fireworks. He has spoken to the city manager and wants to know what council's stance is on fireworks. He asked if they have had any discussion since Ohio has approved sales and shooting fireworks. Mayor Williams stated that they decided last summer they are going to follow the state law. There has not been an inquiry from a citizen or a work session discussion on that since. He is not aware that anyone's position has changed. Mr. Domescik stated he is not trying to stir the pot; just trying to find out the situation. Mayor Williams stated they are following state law on that topic.

Mr. Bo Domescik, 182 Orinoco Street, Riverside, OH, stated that unlike his father Riverside is all that he knows. He bought his home from his father to remain close to his parents. He was proud to call Riverside his home and to contribute his tax dollars to Riverside. He stated for the first time in 39 years he is no longer sure about his residency in Riverside. The decision makers and the governing bodies of the city and municipality without any forewarning threw up these no parking signs in front of every home on the east side of the street. He holds the city just as accountable as the individual that's responsible for littering the street with a bunch of garbage vehicles that drove the city to make this decision. He stated the individual that resides in 201 Orinoco Street is not the homeowner; he is a live-in. The sense of entitlement and complete disregard for his neighbors prompted the city's kneejerk reaction. He added that if the City of Riverside continues to value citizenship, he hopes that the city finds it a new solution to the parking situation on Orinoco Street.

CITY MANAGER REPORT: Mr. Rauch stated that there was a post on the website regarding a grant from the US Department of Transportation for the Safe Streets 4 All program that's going to look at the Woodman corridor from Springfield Street down to US-35 with the idea of making safety and corridor improvements. As part of that, the city is setting up a task force according to the terms of the grant to perform and look at the recommended improvements. They are searching for someone with a disability, a member of the public preferably a resident, to serve on that task force to provide some different perspective from folks who may use the corridor in different ways and maybe have different constraints or different ways of looking things. The idea is to get that input so that they can pass that along to the engineers and other folks who are helping with the design. Anyone who knows someone who may be interested in that, there is a link on the website to send an e-mail to the city manager along with a little bit of information about yourself. He stated he intends to bring a resolution to council at the next business meeting that formally sets up that task force as part of the terms of the grant, and is needed when requesting reimbursements.

Mr. Rauch stated he received an email from SOPEC today regarding natural gas aggregation informing him they are in the market this week and next for pricing. They will be in touch with staff over the next two weeks to discuss next steps.

Ms. Lommatzsch asked when storm water would be coming back for discussion. Mr. Rauch stated it would probably be closer to the end of the first quarter. He spoke with the engineer this morning about a peer review and is speaking with someone else on how to structure the fee. They want to double and triple check the numbers before initiating a fee. Discussion was held on the previous studies and what they are currently doing. Mr. Rauch added that they have not had a lot of staff capacity in the middle of the new finance software and doing the budget. Discussion was held on how long this has been a topic of discussion and implementation.

COUNCILMEMBER COMMENTS: Mr. Denning welcomed everyone back from the holidays. Mr. Joseph wished everyone a Happy New Year. Deputy Mayor Maxfield thanked them for the nomination of deputy mayor and that he looks forward to serving this year.

EXECUTIVE SESSION: Mr. Denning moved, seconded by Ms. Lommatzsch, to go into executive session for the following reason: 103.01(4) Preparing for, conducting or reviewing negotiations or bargaining sessions with public employees and officials of the City concerning their compensation or other terms and conditions of their employment. Council entered executive session at 6:43 p.m.

RECONVENE: Council reconvened at 6:55 p.m.

A. RESOLUTION

I) Resolution No. 24-R-2908 - A resolution authorizing the city manager to enter into collective bargaining agreements between the City of Riverside and the Fraternal Order of Police, Lodge #161, for the period January 1, 2024, through December 31, 2026.

Mr. Denning moved, seconded by Ms. Lommatzsch to approve Resolution No. 24-R-2908. All were in favor. **Motion carried.**

ADJOURNMENT: Mr. Joseph moved, seconded by Mr. Maxfield, to adjourn; council adjourned at 6:55 p.m.

Pete Williams, Mayor

Katie Lewallen, Clerk of Council

CITY COUNCIL CALENDAR

2024 COUNCIL CALENDAR

January 4, 2024

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

January 11, 2024 – Work Session

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

January 18, 2024

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

February 1, 2024

- Ordinance: Tax Incentive (2nd reading)
- Resolution: Flock Camera Agreement (Frank)

February 8, 2024 – Work Session

- Monthly Update: Police, Fire, Public Services
- Hold for United Way Presentation
- Business Licensing/Registration Discussion (Nia)

February 15, 2024

- Ordinance: Business Licensing/Registration Code Update (1st Reading)
- Resolution: Bob Chiles Golf Outing

2024 COUNCIL CALENDAR

March 7, 2024

- Ordinance: Creation of Springfield St. TIF District (1st Reading)
- Resolution: Fisher-Nightingale Houses All-American Evening

March 14, 2024 – Work Session

- Monthly Update: Finance, Administration, Community Development

March 21, 2024

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

April 4, 2024

-

April 11, 2024 – Work Session

- Monthly Update: Police, Fire, Public Services

April 18, 2024

-

May 2, 2024

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

May 9, 2024 – Work Session

- Monthly Update: Finance, Administration, Community Development

May 16, 2024

-

June 6, 2024

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LEGISLATION

MEETING DATE: January 18, 2024

AGENDA ITEM: New Business

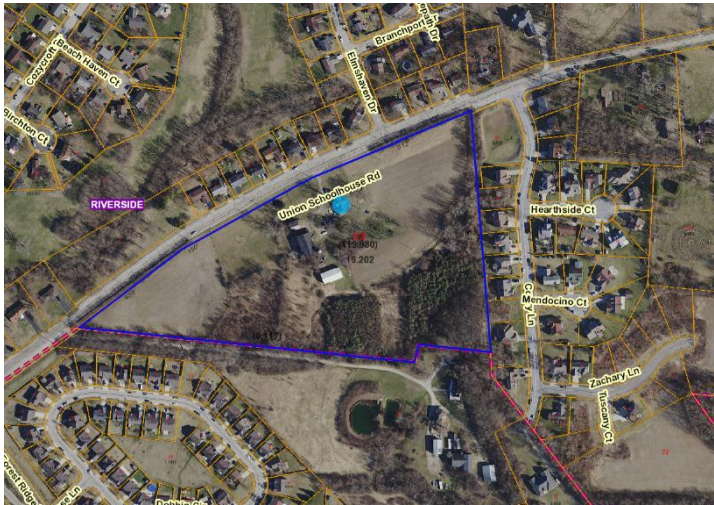
TO: Riverside City Council

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

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

EXPLANATION:

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



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

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



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

RECOMMENDATION:

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

EXHIBIT:

Redwood Union Schoolhouse CRA Agreement Document

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

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

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

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

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

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

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

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

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

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

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

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

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

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

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

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

CLERK



MEETING DATE: January 18, 2024

AGENDA ITEM: New Business

TO: Riverside City Council

FROM: Mark Miller, Fire Chief

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

EXPLANATION

Staff states the attached exhibits are surplus and of no use to the City of Riverside. The first exhibit is a combination of old appliances of varying operational status from both fire stations. These items have been replaced through our facility asset schedule. The second exhibit is of old personal protective gear that has been in storage within the fire department. These items are expired and hold no value to the fire department. Expired items can no longer be utilized on emergency responses per national standards.

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 Attached

RESOLUTION NO. 24-R-2909

PASSED: _____

A RESOLUTION DECLARING CERTAIN PROPERTY OWNED BY THE CITY TO BE SURPLUS AND NO LONGER NEEDED FOR CITY PURPOSES AND AUTHORIZING ITS DISPOSITION.

WHEREAS, the City Manager does report that various capital property belonging to the City is no longer needed for municipal purposes and should be declared surplus; and,

WHEREAS, the City Manager and the Fire Chief does recommend that said items be disposed of in the most appropriate manner in conformance to all applicable laws of the State of Ohio and the City of Riverside.

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

Section 1: That this Council hereby finds and determines that the property listed in Exhibits “A” and “B” attached hereto and incorporated by reference herein is no longer needed for municipal purposes and are hereby declared to be surplus.

Section 2: Accordingly, the City Manager is hereby authorized to dispose of said items in the most appropriate manner in conformance to all applicable laws of the State of Ohio and the City of Riverside.

Section 3: The Clerk is hereby authorized and directed to forward a copy of this Resolution to the City Manager, Finance Director, and Fire Chief.

Section 4: This Resolution shall take effect and be in force from and after the date of its passage.

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. 24-R-2909 passed by the Riverside City Council on _____.

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

CLERK

Exhibit A

The following items are surplus appliances from both Station 5 located at 1791 Harshman Road, Dayton, Ohio 45424 and Station 6 located at 1081 Spinning Road, Riverside, Ohio 45431. The items have been replaced with like items as part of our facilities asset upgrade program.

Asset # 2378 – GE Stove # M2262297Q
Asset # 2379 – GE Microwave #JVM1540DN1BB
Asset # 2414 – Kitchen Aid Refrigerator # K9R52SF86L02
Asset # 2416 – Whirlpool Stove # WFG540A81
Asset # 2415 – Whirlpool Microwave # WMH217SXVT-1
Asset # 2417 – Maytag Dishwasher # MDB89895H20
Asset # 2418 – LG Dryer # DLE5877W
Asset # 0611 – Whirlpool Washer # LSR8010PTO
Asset # 2419 – Whirlpool Dryer # LES700XSNO

Exhibit B

The attached personal protective equipment items are expired and are from stock at Station 5 located at 1791 Harshman Road, Dayton, Ohio 45424. Expired items cannot be utilized for personal protection equipment in the fire service if they are over ten years old.

TURNOUT COATS		
Brand	Serial #	MFG Date
Honeywell	1208008956	9/7/2012
MP	1009008990	9/29/2010
MP	1110001316	10/14/2011
MP	1110001314	10/14/2011
MP	1009008991	9/29/2010
MP	1110001318	10/14/2011
Honeywell	1307010932	09/19/2013
MP	1009008989	9/29/2010
Honeywell	1311008870	2/3/2014
MP	1110001315	10/14/2011
Honeywell	1208009057	9/7/2012
MP	1005000109	5/3/2010
MP	1009008988	9/29/2010
Honeywell	1007010929	9/19/2013
MP	1110001317	10/14/2011
Honeywell	1208008953	9/7/2012
Honeywell	1208008954	9/7/2012
MP	10005965	10/31/2000
Honeywell	1307010931	9/19/2013
MP	1005000110	5/3/2010
Honeywell	14040001904	6/13/2014
Honeywell	1400001907	6/3/2014
Honeywell	1208008955	9/7/2012

TURNOUT PANTS		
Brand	Serial #	MFG Date
Honeywell	1300710924	9/19/2013
MP	1011006036	11/2/2010
MP	1009008993	9/29/2010
Honeywell	1307010925	9/9/2013
MP	1110001310	10/14/2011
MP	1101005035	10/20/2011
MP	1004007432	4/23/2010
LION	PLB2PLBX-00	9/30/1998
Honeywell	1208009056	9/7/2012
MP	1009008995	9/20/2010
MP	1110001313	10/14/2011
MP	1110001312	10/114/2011
MP	1110001309	10/14/2011
Honeywell	1208008952	9/7/2012
MP	1009008994	9/20/2010
Honeywell	1208008949	9/7/2012
Honeywell	1208008951	9/7/2012
MP	1009008992	9/29/2010

BOOTS			
Brand	Size	Serial #	MFG Date
Ranger	10	R5128M100367	Feb-06
Honeywell	10	R1500M108022	Feb-12
Ranger	7.5	R5128M122548	Jan-09
Honeywell	9	R1500M121198	Jun-12
Ranger	10.5	R5128M098457	Oct-06
Honeywell	9	R1500M114738	Apr-12
Honeywell	12	R1500M110752	Mar-12
Honeywell	10.5	R1500M120386	Jun-12
Honeywell	7	R1500M113348	Apr-12
Black Diamond	8	159744	Sep-10
Ranger	6	IA52802	Dec-97
Honeywell	12	R1500M141596	Apr-13
LEATHER	11.5	8046373	2/25/2008
HAix	8M	5020028M	Mar-04
Pro Warrington	8 EEE	WP310005225	Jun-01

HELMETS			
Brand	Serial #	MFG DATE	COLOR
Morning Pride	1304011075	4/24/2013	yellow
Honeywell	1304011072	4/24/2013	yellow
Honeywell	1304011078	4/24/2013	Red
Honeywell	1208006894	8/22/2012	yellow
Honeywell	1308009874	8/27/2013	yellow
Honeywell	1304011076	4/24/2013	yellow
Honeywell	1308009873	8/27/2013	yellow
Honeywell	1208006898	8/22/2012	yellow
Lion	LHM0000027931	8/11/2010	yellow
Honeywell	1303001547	3/5/2013	yellow
Honeywell	1308009871	8/27/2013	yellow
Honeywell	1304011070	4/24/2013	yellow
Honeywell	1303001945	3/5/2013	yellow
Honeywell	1208006897	8/22/2012	yellow
Honeywell	1304011073	4/24/2013	yellow
Honeywell	1304011077	4/24/2013	yellow
Honeywell	1412003597	12/8/2014	yellow
Honeywell	1304011074	4/24/2013	yellow
Honeywell	1308009869	8/27/2013	yellow

OOS HELMETS			
BRAND	SERIAL #	MFG DATE	COLOR
Lion	LHM0000129889	1/8/2020	yellow
Lion	LHM0000129890	1/8/2020	yellow
Honeywell	1504002049	4/8/2016	yellow
Honeywell	1512005594	12/14/2015	yellow
Honeywell	1512005593	12/14/2016	yellow
Honeywell	1404002051	4/8/2015	yellow



MEETING DATE: January 18, 2024

AGENDA ITEM: New Business

TO: Riverside City Council

FROM: Josh Rauch, City Manager

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

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

EXPLANATION

Last year, the City applied for grant funding through the Montgomery County CDBG and MCSWD Incentive grant programs for replacement playground equipment at Rohrer and Community Parks. Those grants were approved by each respective County agency.

Resolutions 24-R-2910 and 24-R-2911 authorize staff to formally accept the grants and sign any contracts relevant to receiving and using the funds.

In the coming weeks, staff will seek additional Council approval to formally purchase the playground equipment. The equipment is already budgeted for purchase in the FY2024 Adopted Budget.

RECOMMENDATION

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

FISCAL IMPACT

The City will receive approximately \$44,000 in grant funding between the two grants.

SOURCE OF FUNDS

Not applicable.

EXHIBITS

None

RESOLUTION NO. 24-R-2910**PASSED: _____**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT A MONTGOMERY COUNTY SOLID WASTE DISTRICT (MCSWD) INCENTIVE GRANT FOR NEW PLAYGROUND EQUIPMENT AND MULCH AT ROHRER PARK.

WHEREAS, playground equipment at Rohrer Park is in need of replacement, and;

WHEREAS, the Public Service Director applied for incentive grant funds through the MCSWD which can be utilized for playground equipment, and;

WHEREAS, MCSWD awarded the City of Riverside a District Incentive Grant in the amount of \$23,828.07.

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

Section 1: The City Manager is hereby authorized to sign and accept on behalf of the City of Riverside, a grant from MCSWD not to exceed the amount of \$23,828.07.

Section 2: The City Manager and/or Finance Director are hereby authorized to sign contracts and receive funds on behalf of the City in connection with said grant.

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

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. 24-R-2910 passed by the Riverside City Council on _____.

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

CLERK

RESOLUTION NO. 24-R-2911**PASSED: _____**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR ROHRER AND COMMUNITY PARK IMPROVEMENTS.

WHEREAS, playground equipment at Rohrer Park and Community Park is in need of replacement, and;

WHEREAS, the Public Service Director applied for CDBG funding through Montgomery County which can be utilized for playground equipment, and;

WHEREAS, the City of Riverside was awarded CDBG funding in the amount of \$19,877.

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

Section 1: The City Manager is hereby authorized to sign and accept CDBG grants from Montgomery County on behalf of the City of Riverside, in not to exceed the amount of \$19,887.

Section 2: The City Manager and/or Finance Director are hereby authorized to sign contracts and receive funds on behalf of the City in connection with said grant.

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

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. 24-R-2911 passed by the Riverside City Council on _____.

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

CLERK



MEETING DATE: January 18, 2024

AGENDA ITEM: New Business

TO: Riverside City Council

FROM: Josh Rauch, City Manager

SUBJECT: Resolution No. 24-R-2912 - A resolution establishing a Woodman Corridor Safety Action Plan Task Force.

EXPLANATION

As part of the City's application for Safe Streets 4 All (SS4A) funding, we committed to establishing a task force to help oversee the design process and provide relevant feedback about proposed corridor features. Our application states that the task force will be composed of specific staff and community members, as well as a member of the public living with a disability and any other relevant stakeholders.

The attached resolution establishes this task force according to the terms set out in our grant application and expresses Council's support for the SS4A project.

Should any member of the task force become unable to serve, the resolution allows the City Manager to invite replacements to the task force as needed.

RECOMMENDATION

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

FISCAL IMPACT

None

SOURCE OF FUNDS

None

EXHIBITS

None

RESOLUTION NO. 24-R-2912**PASSED: _____**

A RESOLUTION ESTABLISHING A WOODMAN CORRIDOR SAFETY ACTION PLAN TASK FORCE.

WHEREAS, the City of Riverside was awarded a federal Safe Streets 4 All (SS4A) grant through the U.S. Department of Transportation to study safety concerns and develop an action plan for the Woodman Drive corridor, and;

WHEREAS, the City committed to establishing a task force to evaluate and make recommendations for all corridor features, including crosswalks, sidewalks, bicycle facilities, speed limits, road features, bus stops, injury and fatality solutions, traffic calming measures, and safety principles for City transportation planning, and;

WHEREAS, the City must pass a resolution to create and lend support to the task force pursuant to the SS4A grant process.

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

Section 1: The City Council hereby establishes the Woodman Corridor Safety Action Plan Task Force (hereafter “Task Force”) to fulfill all obligations assigned to the task force as described in the City’s SS4A grant application.

Section 2: The Task Force shall consist of the following representatives:

- Peter Williams, Riverside Mayor
- Joshua Rauch, Riverside City Manager
- Kathy Bartlett, Riverside Public Service Director
- Vanessa Glotfelter, Executive Director, Montgomery County Transportation Improvement District
- Nathan Owens, Manager of Planning & Service Development, Regional Transit Authority (RTA)
- Chad Wyen, Superintendent, Mad River Schools
- A member of the public living with a disability, as selected by the City Manager via public solicitation
- Any other appropriate stakeholder as determined by the City Manager

Section 3: Should a member of the Task Force become unavailable to carry out duties associated with this appointment, the City Manager is authorized to seek out an equivalent or substantially similar replacement, and invite that person to join the Task Force.

Section 4: By adopting this resolution, the City Council conveys its support for the Task Force and expresses its commitment to utilize best practices for

ensuring safe and accessible transportation throughout the Woodman Corridor and in City transportation planning.

Section 5:

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

ATTEST:

APPROVED:

CLERK

MAYOR

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. 24-R-2912 passed by the Riverside City Council on _____.

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

CLERK

CITY MANAGER

PREVIOUS

UPDATES

MEMORANDUM

TO: Honorable Mayor and Councilmembers

FROM: Josh Rauch, City Manager

DATE: January 5, 2024

SUBJECT: Weekend Update

CC: City Clerk, Law Director, City Staff

City Manager's Office/Administration

- Happy New Year to all! This week I primarily focused on digging out of backlogs and prep for last night's Council meeting.
- Made progress on the FY2024 Annual Budget Book. I have most of the beginning sections drafted and am working on fund summaries now. After that I'll turn to Department summaries. I hope to have the draft finished by the end of the month.
- I revised the Council Handbook for discussion at next week's work session. I'm asking a few other staff look at it and will provide it to Council next week in advance of the work session.
- Kevin and I met with CMT and received updates on engineering tasks to-date.
- We may get some snow this weekend. I'd like to particularly recognize the Service Department, including Kevin, Jim, and Brian, for all their work training our new staff on snow plowing and salting techniques. We appreciate everything you do to keep the roads safe and clear!

Communications/Public Relations

City Facebook Analytics Update: in the past 90 days (Oct, Nov, Dec) our post reach **increased** 50.9% to 173.5K as compared to the previous 90 days (July, Aug, Sept). During that same time frame, our post reactions, comments, and shares **increased** 34.7% to 5.7K. Our follower breakdown:

- Dayton 30.7%
- East Dayton 17.1%
- Beavercreek 7%
- Huber Heights 6.7%
- Kettering 3.9%
- Fairborn 2.5%
- WPAFB 2.1%
- Xenia 1.3%
- Centerville 1.1%
- Vandalia 0.9%

Audience is 30.60% male and 69.40% female.

Community Development Department

Code Enforcement:

- There were 4 new cases this week.
- The demolition of 2449 Rondowa Ave has been completed.
- Abatement Activities:
 - The remaining trash in the backyard of 860 Spinning Rd was removed.
 - Code Enforcement removed over 120 lbs. rotting food from the rear porch of 4540 Fair Park Ave.
 - Two (2) abandoned motorcycles were towed from 4428 Fair Park Ave.

Economic Development:

- The demolition of 4032 Linden Ave was completed. The crews will return in the Spring to put down topsoil, seed, fertilizer, and straw. A portion of the asphalt driveway will remain so trucks can safely dump topsoil. As soon as the topsoil has been dumped, the asphalt will be removed, and topsoil will be put down over that area.
- Lori attended the informational webinar for the All Ohio Future Fund Friday morning. Funding awarded through the All Ohio Future Fund will be used toward one-time local infrastructure costs that are necessary to prepare sites for future economic development projects.

Planning & Zoning:

- The Zoning Department received 27 permit applications in December. The year ended with a total of 413 permits.
- There were two (2) applications for Planning Commission submitted this week. They will be heard at the February PC meeting.
- The final round of interviews for the Community Development Technician took place this week.

Finance Department

- Began new process for requesting POs across all Departments. Thanks to everyone for your patience and assistance as we continue to streamline!
- Finance is continuing to work through year-end 2023 and year beginning 2024 processes. We anticipate soft closing FY23 and continuing to wrap up loose ends next week.

Fire Department

Administration:

- Staff have been working on getting our 2024 purchase orders opened in accordance with the new rules set forth by our fiscal office.
- Staff continues to work on their 2024 annual reports. Once compiled, the RFD's annual report will be sent to the city manager.

- We have purchased and installed all the new appliances at Station 6 and a new stove and microwave at Station 5. We were able to save over \$1,500.00 by taking advantage of holiday sales.
- Chief Miller has begun to fill in for the battalion chiefs during the work week. The purpose of this is two-fold. First, it reduces the amount of overtime paid; and second, it allows us to keep the lieutenant on the fire apparatus, slightly increasing our daily staffing.
- The RFD was donated 24 office chairs by PE Systems located at 5100 Springfield. These chairs were placed in the training room at Station 6 and kitchen at Station 5. This donation saved the RFD several thousand dollars in facilities asset replacement.

Incidents and Staffing:

- Crews responded to 86 EMS incidents and 18 Fire incidents.
 - Averaged 12.28 incidents per day.
- The RFD averaged 8 personnel working per day.
- On Wednesday the 9th, RFD and Mutual-aid crews responded to the 4900 block of Broughton Place for a report of a structure fire. Crews located a small fire in the kitchen and rapidly extinguished it. The searches were all negative. BC Hart had command.

Community Outreach:

- Staff is working on creating quarterly CPR and first-aid classes for our community and our business partners. These courses will be hosted and instructed by the RFD. We anticipate having our first class in the second quarter of the new year.

Training:

- Crews have completed their required Basic Life Support CPR and Advanced Cardiac Life Support (ACLS) refresher this week. These courses were taught by RFD American Red Cross certified instructors. Utilizing internal instructors allows each course to be specifically tailored to the RFD operating protocols and equipment. These courses are required every two years to maintain our State of Ohio Paramedic Certification.
- Crews continue to work on orientation packets for our newest part-time hires.

Police Department

- Preparing for Officer Aaron Moffitt to start on January 8th, his FTO will be Officer Skinner.
- Completed the Juvenile stats for 4th Quarter.
- Officer Ron Reardon will be retiring on January 15.
- Selected Dr. Phillip Price (Price Consultation Group) to administer our entry level police officer psychological assessments.
- Multiple cruiser broke down this week.
- The fatal traffic crash on 35 at the bridge construction was presented to the MCPO and no charges will be filed on the truck driver.

December Monthly Stats

- Officers generated 335 reports.

- Made 116 traffic stops, issued 102 citations, and gave 85 traffic warnings.
- Self-Initiated 175 calls.
- 46 misdemeanor and 6 Felony arrest.
- 44 crashes; 13 Injury crashes

Front Desk/Records

- Answer/Make Calls 560
- Walk Ins/ Window 172
- Background Checks 123
- Records Request 145

Detective Section

- There was a total of thirty-four (34) felony cases investigated by Detective Abney, Detective Todd, and Ritchie: (3) robbery cases, (2) burglary cases, (10) felony theft cases, (4) auto-theft case, (8) fraud cases, (1) weapons complaint case, (1) sex offense case, (1) drug case, (1) felony endangering children case, (1) felony hit and run crash case.

Property Room

Listed below is the monthly report for December including property that was destroyed, released, or donated. The property stats are from December 1 thru December 31, 2023. During the month of December, a destruction list for standard property including some very old property from the storage shed overflow was started with a plan completion date of sometime after the first of the year. 0.5 pounds of prescription drugs were collected from the drug drop box.

Just a recap for evidence collected for 2023: #225 Drug items collected, #71 Firearms collected, Money collected Approx.: \$2,455.79, counting these items and other a grand total of 1,427 pieces of evidence collected for the year. Drugs destroyed for the year of 2023 #863. Other property destroyed for 2023 #246 pieces of other evidence including 31 donated bicycles. Also #55.5 pounds of prescription drugs destroyed by DEA for the year 2023.

Narcotics

- Items Logged In (9)
- Items Destroyed (0)

Guns

- Items Logged In (2)
- Items Destroyed (0)
- Items Released or Traded (0)

Money

- Items Logged In (0)
- Items Released (0)

All Other Property

- Items Logged In (98)
- Other Property Released (14)

Total Number of Items Logged In (100)

Total Number of Items Released or Destroyed Including Narcotics (14)

Forensic

- Forensics 42.4% of year worked (this is a yearly report that includes December 2023)
- We had a total of 77 digital forensics devices for the year submitted for investigation. There were a total of 41 cell phones, 6 computers and 77 data devices. We acquired and examined a total of 6.11 TB of data for this year. There was 2153.5 GB of data for cell phones, 1844 GB of data for computers and 2113.3 GB of data from other data devices (to include storage media, DVR's and cloud devices). Also had 7 total cases that were created from 11 tips from ICAC (Internet Crimes Against Children).
- Cell Phones - 41 cell phones as follows:
 - 24 Cell phones for Riverside PD.
 - 1 Cell phone for Butler Township PD.
 - 14 Cell phones for Franklin PD.
 - 2 Cell phones for Trotwood.
- Data Devices - 29 Data device as follows:
 - 8 DVR devices for Riverside PD.
 - 19 Cloud devices for Riverside PD.
 - 1 Tablet device for Greene County Sheriff's Office.
 - 1 Smart watch device for Riverside PD.
 - 1 Router/Modem device for Riverside PD.
- Computers - 6 Computer devices as follows:
 - 1 Laptop for Greene County Sheriff's Office.
 - 1 Laptop for Secret Service Task Force.
 - 1 MacBook for Huber Heights PD.
 - 2 Laptops and 1 Tower for Butler Township PD.

School Resource Officer

MONTHLY HIGHLIGHTS – NOVEMBER 2023

- Ofc. Nick's Breakfast Club
- Attended 2 Stebbins Boys Basketball Game.
- Attended Breakfast with Santa Event.
- Attended Career Tech Event.
- Met with Engineering Students about project.
- Attended MRMS Bomb Threat Debrief Meeting.
- Pizza Party for Savile Safety Patrol Students.

- Assisted with FOP Golden Tickets.
- Obtained Donations for Christmas Presents for 12 Students

SCHOOL CHECKS / CAMPUS VISITS

- Brantwood – 7
- Beverly Gardens - 8
- Saville – 7
- Stevenson – 6
- Spinning Hills – 6
- Mad River Middle - 10
- Stebbins - *Every School Day

Incidents – 32

Reports – 6

Charges -2

Public Service Department

Engineering/Administration/Projects

- Staff is working on gathering data for the 2023 MS4 report.
- New hires have completed their in-house training on De-icing/Snow removal procedures.
- Staff has Reviewed, approved, and Inspected right-of-way permits.
- Security Fence has been repairing damaged guardrails throughout the city.
- New hire Ryan Schroeder has completed his schooling and has past his CDL test.

Crews

- Continued the reach arm mowing along the creek on Airway Rd.
- Did picnic table/trash can lid inspections in Parks for repairs needed before Spring.
- Thanks to the FD for transferring an old medic to us; we began stripping lettering and getting quotes for light replacements to convert it to a sign truck for the Service Department.
- Picked up litter and other debris from the City roadways.
- Did prep work for a potential weekend snowstorm; more route training, loading dump trucks with salt.
- Picked up multiple dead animals.
- Began in-house Storm Water Program training.

MEMORANDUM

TO: Honorable Mayor and Councilmembers

FROM: Josh Rauch, City Manager

DATE: January 12, 2024

SUBJECT: Weekend Update

CC: City Clerk, Law Director, City Staff

City Manager's Office/Administration

- This week I attended the Dayton Business Journal's regional Economic Forum at Wright State. Lt. Gov. Husted was there and provided some great insight into our State's economic development progress. He also made a strong call for local governments to support more housing starts and housing developments. I'm looking forward to what we may be able to do in that regard this year.
- I attended the monthly Greater Dayton Mayors & Managers Association meeting in Miamisburg.
- I've been working on our popular budget book document and hope to have a draft version compiled by the end of the month.
- The Citizens Budget Committee had a "soft" meeting this week since many committee members were traveling. I provided a brief overview of the budget book so far.
- I met with Councilmember Brown this week for a brief orientation and tour around City Hall.
- **A reminder that City offices will be closed this coming Monday, January 15th, in observance of Martin Luther King, Jr. Day.**

Communications/Public Relations

- Processed end of year payments including items ordered for newest council member Andy Brown.
- Worked with Revize on second - fourth revisions to website layout (colors, font, shape, icons, etc...); had staff review site layout prior to moving into site tree/map of information stage of development.
- Created the following Facebook posts: ODOT EB ramp closure; Montgomery County Dog License; ODOT inside lane closure on US-35; Offices closed for MLK Jr. Day.
- Updated website calendar for all council, planning commission, and BZA meetings; 2024 offices closed dates; updated council member pages; added new council photo to website main screen slider.
- Submitted updated council/staff information to the League of Women Voters Directory of Public Officials.
- Attended Zoom meeting regarding Certified Municipal Clerk credentialing as I am close to finishing the process.

Community Development Department

Code Enforcement:

- 3223 Calton Ave was boarded up this week.

Economic Development:

- Lori attended the OHFA Multifamily Committee meeting on Wednesday.
- Informational documents are being drafted to inform business owners and residents about the moratorium. This document will include a brief description of the legislation and FAQ section. It will be shared with the public in coming weeks.
- Nia attended MVRPC's meeting downtown re: 3C+D rail development.

Planning & Zoning:

- Nia met with President & VP of the Behr, Valleycrest & Valley Pike Community Advisory Group to learn more about their upcoming Open House. There was also a discussion about partnering to raise awareness about this environmental issue amongst the affected Riverside residents.
- An offer was made to Daniel Upton for the Community Development Technician position. His tentative start date is January 22, 2024.
- The Planning Commission meeting for this month is cancelled. There are no items for the agenda.

Finance Department

- HUGE shoutout to Crystal and Michelle for all their hard work already this year. FOP contract updates were implemented with the first pay of the year saving any need for retro corrections. This was extremely time-consuming and tedious detailed work. They worked together flawlessly to get it done, though. In addition, normal year-end updates to the payroll system, such as updated tax tables and accrual updates, were implemented and confirmed.
- Thank you to all our departments for their help finalizing 2023 and helping start 2024 on the right foot. Changes to controls over purchasing have been well received and the communication between departments and finance have been stellar thus far. We're making it a great 2024!!
- Onsite tax preparation help for citizens has been scheduled with Eric at CCA and will be posted in the near future.
- Work closing out 2023 is in process, including complete reconciliations.
- Julian and Grube has reached out for initial paperwork for 2023 financial compilation.

Fire Department

Administration:

- An officer meeting was held with the chief and company officers to discuss how we will collectively be moving forward in 2024.

- Staff met with Rosenbauer to discuss the feasibility of adding a ladder truck to the RFD fleet. With build lead times almost three years out, this will be in-line with our current apparatus plan to replace our 2003 reserve engine.
- Chief Miller and BC Wenzler took Engine 6 to Fire and Marine to look into customizing compartment and rooftop dunnage layouts on the 2016 engine(s). This will not only create more storage space on the unit but make the compartment layouts more efficient for fire and rescue operations. This was budgeted in 2024.
- BC Taylor is working on several avenues for grants to aid the RFD in asset acquisition for 2024.
- Staff continues to work on their 2023 annual reports. These reports are due to Chief Miller by January 17, 2024.

Incidents and Staffing:

- Crews responded to 68 EMS incidents and 15 Fire incidents.
 - Averaged 11.85 incidents per day.
- The RFD averaged 8.10 personnel working per day.

Community Outreach:

- Staff installed three smoke detectors and 1 carbon monoxide detector in residential structures within the city.
- Crews conducted two final occupancy inspections this week for new businesses.

Training:

- Crews continued with the firefighter safety and survival training this week. This training included a multitude of scenarios for firefighter rescues as well as incident management of a MAYDAY.
- Crews worked on mask-up drills to speed-up reaction time when entering an IDLH atmosphere where breathing air is required.

Police Department

- New Recruit Officer Aaron Moffitt started on January 8th.
- We will be having a retirement get together today 1/12/24 for Officer Ron Reardon whose last day is January 15th.
- Recruit Molly Berger completed her physical exam. She will be moving forward in the process next week.
- In the process of shift bids for spring
- Purchased a new computer for crash reconstruction.
- Josh Schmidt was moved to the detective section to assist with cases and to continue with his electronic forensics.
- Starting a new hiring process (1/16/2024)
- Cruisers are being built at P&R.
- Purchased totaled cruiser for the motor to place in another cruiser.
- Created new LEEP accounts (Law Enforcement Enterprise Portal)

- AAA of Dayton donated 20 Safety Vests and 20 Safety Flags for Safety Patrol students at Saville and Beverly Gardens. Grainger is donating 20 safety clip on lights
- I would like to say thank you to our Attorney Steve McHugh, HR Manager April Davis, CM Josh Rauch for a great job well done throughout the contract negotiations. Also, thank you to the Police Departments negotiation teams for a job well done as well. Last but not least thank you to the Finance team for putting everything together so quickly with a difficult split week pay scale and holiday filled payroll to start the year for the Sergeants and Officers. It was truly a team effort, and I certainly appreciated it very much. Let's have a great year!

Public Service Department

Engineering/Administration/Projects

- Staff has been working with Choice One Engineering on locating construction limits in Phase 1 of Woodman Dr Reconstruction.
- Staff is helping WPAFB in locating their stormwater outlets along Springfield St.
- AT&T is finishing up the installation of new fiber optic lines on Spinning Rd. from Bayside to Chesterfield.
- The Security Fence group is still working in the city right of way repairing damaged fence and guardrail.
- Final plans for the water main replacement on Brandt Pike have been submitted to the city.

Crews

- Began conversion of the Medic to sign truck, installing racks, generator, compressor, etc.; lettering scheduled for next week and new lights are being bid.
- Ran the reach arm mower as part of the Corp to Corp schedule.
- Made multiple sign repairs.
- Made repairs/replacements to several markers used to identify concrete medians and curbs in case of large snowfall totals.
- Picked up multiple dead animals.
- Cleaned up debris from the roadway.
- Representatives from Force America came to the Service Department to do live training on the operation of the plow/salt/pre-wet systems for winter storm treatment; these representatives do this free of charge and can answer questions and provide advanced training that veteran Service employees may not.
- Cleaned the Parks at the beginning and end of the week.
- Prepared plow trucks for the possible weekend winter storm.