

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Thursday, May 27, 2021

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CALL TO ORDER: Mayor Williams called the Riverside, Ohio Special Council Meeting to order at 6:00 p.m. 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: Ms. Campbell, present; Mr. Denning, present; Mrs. Franklin, present; Ms. Fry, present; Ms. Lommatzsch, present; and Mayor Williams, present.

Staff present was as follows: Mark Carpenter, City Manager; Tom Garrett, Finance Director

EXCUSE ABSENT MEMBERS: There were no absent council members.

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

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

WORK SESSION: Budget Update – Mr. Carpenter presented a 2021 revenue chart through May 26 that included all the numbers they have recorded. They are ahead of their proposed budget for 2021. Last year in May 2020, was the worst year they had experienced being well below average months they had in previous years and since then. It was under \$500,000 for the month. He presented the prior 12 months' revenues of the major operating funds. The average being \$1,053,700. The monthly target for 2021 was projected to be \$1,007,310. The total 2021 projected budget was \$12,091,306, which was below projected expenses, which was projected to be \$12,571,793. The last 12 months total was \$12,644,401. This exceeds what was projected to be expenses in 2021.

Mr. Carpenter stated they discussed in March deferring some expenses until June. He recommended they lift the hiring freeze to fill positions from two retirements, fill vacant police officer position(s), fill a part-time service department administrative assistant position, and backfill the part-time administrative position, if possible. He also recommended lifting the wage freeze for administration personnel. They also deferred capital purchases in March. He recommended purchasing capital equipment to complete projects: computers, servers, backups; fire department tools and equipment; and fire department command vehicle. They did defer Durapatching work on surface streets. He stated he spoke with Ms. Bartlett and it does not appear they are going to be able to do that work this year, but they could use the funds to address a driveway to the pole barn that is behind the sign shop. They discussed this last year as it was failing and they wanted to replace it. It was in the list of items to purchase in 2021, but it was deferred. The money used for Durapatching would be used to address the driveway for the building. Ms. Fry asked why the Durapatching is not feasible. Mr. Carpenter replied that part of it had to do with more manpower if they had seasonal people. It would give regular crews more time to do Durapatching. The money was budgeted, but they did not budget for seasonal people. He asked Ms. Bartlett if there was another need for the fund and she stated the driveway to the pole barn. Ms. Fry stated she noticed that Honeyleaf was not on the list. Mr. Carpenter replied it was not in the 2021 budget, but it was in the 2020 budget. He stated they are evaluating the American Rescue Plan (ARP) and in there is the opportunity to use funds towards storm water, which would be curb and gutter. There are other items that could be included like the message board, which was also a deferred purchase item, if it is eligible to be used as a communication device and eligible for the ARP funds they would purchase. Any other capital or infrastructure work that is eligible, they would look to use the ARP funds. Ms. Fry stated she understood that the ARP provides funds to cover the shortfall experienced in 2020. So, if that was a casualty of the 2020 budget, then there would be an opportunity to recover that project. Mr. Carpenter stated there is a formula.

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Mr. Garrett stated the ARP has four broad categories for things that can be done. One of them is substitute or replace revenue lost last year, but they have a calculation to figure out revenue loss. They exclude any kind of federal money received that includes the SAFER Grant and VOCA Grant, in addition to the CARES Act money. It also excludes refunds. The city got a lot of money from the State of Ohio Worker's Comp refund. All said, it looks like they did not have any revenue lost by the technical calculation. Mr. Denning stated he thought Honeyleaf was a backup for this year. Mr. Carpenter replied that it is being bid. If they are going to do it, they will need to appropriate the money to do it. The ARP does allow updates to address storm water issues and part of that project would qualify based on what they know right now. Mr. Fry asked then if the ARP can cover part of the project like curbs and gutters if the city can come up with the paving part. Mr. Carpenter replied that is what they believe; they are still sorting out the details. Mr. Garrett added that one of the basic rules is they cannot use ARP money to fund cost share for a grant that is already in process. Mrs. Franklin stated if they can use the ARP money for certain things that are in the budget that are allowed that then frees up money normally used for 2021. Until they know what they can pay in the 2021 budget, they may know how much is left over. Mr. Denning stated that Honeyleaf is being bid now and they are giving the contractor until next year to get it done so a piece of it could end up in next year's budget. Mr. Carpenter added that projects are being bid and giving the contractors leeway to complete next year in hopes to get a better price; Honeyleaf is in that mix.

Mr. Denning stated they replaced one fire command vehicle two years ago and asked if this is the second one that needs to be replaced. Mr. Carpenter stated it is to replace a 2003.

Ms. Fry asked when they will formulate the plan on what they can spend ARP funds on. Mr. Carpenter replied they are putting together internally the best options for using the dollars. They can bring that to council. He does not foresee it as needing to be rushed into because they have until December 2024 to have it encumbered for a project. By the end of June, they will have a list of options and will engage council before they make decisions. Mr. Denning asked if they have the money, yet. Mr. Carpenter replied no.

Audio went out at 19:38; it came back at 21:39.

Mayor Williams stated the city will be as ready as it can be; once the money gets to the State of Ohio and will end up there, they just need to be prepared. Mr. Denning stated that he wants to be prepared if they pull it away they haven't already encumbered money.

Mr. Carpenter stated he needs a motion from council to move forward with his recommendations presented this evening. Mr. Denning motioned to approve the manager's recommendation as he put forward. Deputy Mayor Lommatzsch asked if it was for all of the recommendations. Mr. Denning replied all of it. Deputy Mayor Lommatzsch asked if they were going to talk about it. Mayor Williams stated they talked in March that they would give the manager until June and see where the budget was. They asked him at the time to hold off on those things and he did. Ms. Fry seconded the motion. All were in favor; none opposed.
Motion carried.

EXECUTIVE SESSION: Mr. Denning motioned to go into Executive Session for the reasons listed on the agenda: Personnel. Deputy Mayor Lommatzsch seconded the motion. Roll call went as follows: Mr. Denning, yes; Ms. Lommatzsch, yes; Ms. Campbell, yes; Mrs. Franklin, yes; Ms. Fry, yes; and Mayor Williams, yes. Council went into Executive Session at 6:20 pm.

RECONVENE: Council reconvened at 6:36 pm.

Mayor Williams asked for any nominations to fill the council seat vacancy. Mr. Denning nominated Jesse Maxfield to fill the council vacancy until December 31, 2021. No other nominations were made.

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RESOLUTION No. 21-R-2681 - Appointing Jesse Maxfield to fill a vacancy on the Riverside City Council ending December 31, 2021.

Deputy Mayor Lommatzsch motioned to appoint Jesse Maxfield to fill the vacancy on city council ending December 31, 2021. Mr. Denning seconded the motion. Roll call went as follows: Ms. Lommatzsch, yes; Mr. Denning, yes; Ms. Campbell, yes; Mrs. Franklin, yes; Ms. Fry, yes; and Mayor Williams. **Motion carried.**

COUNCIL MEMBER COMMENTS: Mrs. Franklin: I would just like to say the Economic Development Department offered some training for the planning commission and I got on there and tonight is the last one, but I watched, and it was great. If you talk to Nia, I'm sure you can get a link. They had a lot of really valuable information in there that even council could benefit from. I attended Monday, Tuesday, and Wednesdays meetings and I thought they did a fabulous job, and I was happy that was offered to us.

Mayor Williams: Have a safe weekend everybody.

Mr. Denning: I think we had a great meeting; we are getting things done. Thank you, Mr. Manager and Tom for putting all the numbers together so we can bring the city forward as quickly as we possibly can.

ADJOURNMENT: Deputy Mayor Lommatzsch motioned to adjourn. Ms. Campbell seconded the motion. All were in favor; none were opposed. The meeting adjourned at 6:39 pm.



Peter J. Williams, Mayor



Clerk of Council

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