

City of Riverside, Ohio
Special Council Meeting
Riverside Council Chambers
August 24, 2019

The special meeting of the Riverside council was called to order by Mayor Flaute at 9:01 a.m.

Those present were: Mayor Flaute and council members Denning, Teaford, Fry, Lommatzsch, Curp and Campbell. Staff present were City Manager Mark Carpenter and Public Works Director Kathy Bartlett.

Mr. Carpenter reviewed the agenda for the meeting.

Motion to approve the agenda was entered by council member Denning and seconded by council member Lommatzsch. The vote was all 'Aye'. Motion passed.

Ms. Bartlett discussed mid-year projects and redistribution of funds in order to cover projects. See Exhibit 'A'.

Discussion ensued regarding removing the entryway traffic island on Valley Street at the Dayton Corporation line and replacing the missing entryway signs throughout the city. The direction to the city manager and public works director was to retain the traffic island and to also look into replacing missing entryway signs throughout the city as part of maintaining the Riverside branding and identity program. Discussion also took place regarding looking at what other cities are doing as far as entryway signage and especially signage in medians.

Ms. Bartlett discussed the need to consider other engineering consulting firms for major projects out of concern whether some current and proposed projects exceed the capacity of the city's current engineering consultant. Council agreed that the public works director and city manager should use their discretion regarding using other firms to address the city's needs.

Discussion moved to the budget framework and process for addressing street paving needs for the 2020 budget and beyond.

Ms. Bartlett informed that the process started with staff having identified the minimum amount needing to be spent on roadways and then the minimum amount needed for other capital projects. The basis for identifying projects and needed funding for roadways is based on the combination of money needed for existing commitments to thoroughfare improvement projects along with suggested future thoroughfare projects, and with the engineering consultant's rating of all Riverside streets and their recommendation to raise the Pavement Condition Index (PCI) from the current rating of '59' to a level in the '70's area. The preliminary forecast of dollar amounts needed for various scenarios of raising the PCI index over a ten-year window are shown in Exhibit 'B'.

The preliminary street plan developed by public works staff is shown in Exhibit 'C', and the multi-year budget for the proposed street program is shown in Exhibit 'D'. The two exhibits show a priority given to thoroughfares, with the residential street paving budget being relegated to the remaining yearly funding balances. Except for projected OPWC loans as intimated by the loan repayments shown on Exhibit 'D', the financing of streets does not indicate any alternative revenues from grant funding or other outside sources, and shows a reliance on local cash, pay-as-you go funding.

The public works director told the council that in order to implement the program she would need to increase the staffing level as indicated in the manpower projections in Exhibit 'E'. Included in the proposed manpower increase is the Director's belief that an additional position is needed to handle building maintenance and repair activities currently being handled by current street maintenance workers and/or contracted out. It is also her position that a 'Junior Foreman' position is needed to prepare for expected retirements in the near future years. The projected cost for the manpower changes is estimated to be \$250,000 annually.

City manager told the council that the Dayton Development Coalition and the Ohio Department of Development have inquired about the condition of the pavement of Springfield Street east where it passes in front of the National Museum of the United States Air Force. Council was informed about the recent discussion with Colonel Sherman and the offering of assistance in identifying potential funding sources to assist with planned redesign and repaving the street. There may be future assistance from DDC and ODD in adjusting various funding decisions in order to acquire funding sooner for moving up the schedule for Springfield Street east.

City manager announced that the city's office space inventory has been added to CoStar so as to make it more visible to those seeking office space in the greater Riverside and Dayton area, especially to those looking for office space near Wright-Patterson.

The city manager informed council that the budget is still in the preliminary and draft form and recommendations are not yet finalized. He noted there is ongoing review of anticipated revenues in new areas such as Local Government Fund, Gas Tax, etc. He noted he is forecasting an 11% increase in expense funds budgets, including money for the following positions:

- Communications Specialist position
- Community and Economic Development position
- Firefighters x 3 under the SAFR grant

The city manager noted again the Public Works director's desire for the crew leader/junior foreman position as being someone to spend approximately 20% of their time in the building maintenance function all the while preparing to move into the foreman and/or operations manager's position as those individuals prepare to retire in the future years. There was discussion regarding how the part-time building maintenance would work when a needed building problem occurred and the individual was out plowing snow or out working on something such as mowing grass or repairing stormwater infrastructure.

Direction was given to the city manager to not wait until the first of the year for the Community/Economic Development Director search and hire, that it is council's desire that the person be on board at that time so as not to lose time in getting that function going. Council informed the manager that it is council's thinking that waiting until the first of the year to begin the search and then taking several months for the search and hiring process and then several more months to get plans and programs in place will find the city losing valuable time in the economic development area and in city revitalization efforts.

There was a brief tab-by-tab walk-thru of the various areas of the draft budget binder with unfunded capital items and projects and other highlights being pointed out along the way.

There was discussion of completion of the river access at the Eintracht Club and discussion of the merits of joining the river corridor organization in order to get more promotion and use out of the property.

Mayor Flaute left at 3:30.

There was discussion of the \$350K Airway East funding from the General Fund and somehow 'recovering' that money in the 2020 budget versus simply writing it off altogether.

The city manager played an introductory video from the Impact Group as part of discussion on the direction and activities for the tax levy and the charter amendments. Part of the program would include focus groups and staff training on how to handle citizen inquiries. The timeline of activities is shown in Exhibit 'F'.

Mr. Denning left at 4:10

The city manager talked about the idea of having a vacant property registration so the city could keep track of vacant properties. It was suggested that an article be placed in the city newsletter asking residents to notify the city of vacant properties in their neighborhood as a way to get the list started and to keep the list up to date. Discussion occurred about the Land Bank acquiring properties and that Riverside properties should focus on properties that can be refurbished in order to improve neighborhoods and to increase the population. The last item in this area was the possibility the Land Bank might acquire the Sparky's property on Valley Street as a way to indemnify the city from remediation expenses associated with any required cleanups.

The city manager brought up the subject of resurrecting the art contest the city sponsored several years ago. There were six schools that participated last time, and the contest seemed popular with the students. Council asked that staff explore steps to hold the contest again.

The city manager handed out the current fee schedule and told the council the fee schedule needed to be reviewed to determine whether fees needed to be updated and a determination made as to which ones. This will be an effort undertaken by the staff. Council was asked to consider whether the city should start charging for use of the shelters and playfields in the parks -soccer, baseball, etc.

A motion to adjourn was made by Mrs. Lommatzsch and seconded by Mrs. Campbell. The vote was all 'Aye'.

The meeting was adjourned at 4:20 p.m.