

Thursday, December 3, 2015

**ITEM 1: CALL TO ORDER:** Mayor Flaute called the City of Riverside, Ohio Council Meeting to order at 6:00 p.m. at the Riverside Municipal Center located at 1791 Harshman Road, Riverside, Ohio.

**ITEM 2: ROLL CALL:** Council attendance was as follows: Mr. Curp, present; Mr. Denning, present; Mr. Fullenkamp, absent; Mrs. Lommatzsch, absent; Deputy Mayor Reynolds, present; Mr. Smith, absent and Mayor Flaute, present.

Staff present was as follows: Bryan Chodkowski, City Manager; Emily Christian, Assistant City Manager; Mitch Miller, Service Department Director; Chief Frank Robinson, Police Department; Tom Garrett, Finance Department Director; Bob Murray, Economic Development Director; Mark Carpenter, Fire Department and Brock Taylor, Planning and Program Management Director.

**ITEM 3: EXCUSE ABSENT MEMBERS:** A motion was made by Deputy Mayor Reynolds to excuse Mr. Fullenkamp, Mrs. Lommatzsch and Mr. Smith. Mr. Denning seconded the motion. With no further discussion a vote was taken. All were in favor: none were opposed. **Motion Passed.**

**ITEM 4: ADDITIONS OR CORRECTIONS TO AGENDA:** A motion was made by Deputy Mayor Reynolds to approve the agenda as written. Mr. Denning seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion Passed.**

**ITEM 5: APPROVAL OF AGENDA:** The agenda was approved in Item 4.

**ITEM 6: WORK SESSION ITEMS:**

**a) EXECUTIVE SESSION**

- i) Ohio Revised Code Public Meeting - Exceptions 121.22 (G)(8) – To consider confidential information related to the marketing plans, specific business strategy and trade secrets.**

A motion was made by Mr. Denning to go into executive session for the reasons stated on the agenda. Deputy Mayor Reynolds seconded the motion. With no further discussion a roll call vote was taken as follows: Mr. Denning, yes; Deputy Mayor Reynolds, yes; Mr. Curp, yes and Mayor Flaute, yes. **Motion passed.**

Council went into executive session at 6:02 pm for the reasons listed above.

Council came out of executive session at 7:05 pm.

**b) DISCUSSION – 2016 Operating Budget – 4<sup>th</sup> Proposal**

Deputy Mayor Reynolds: In the memo that you gave us on the fourth proposal, in the second paragraph and I'm not quite sure I understand the way those numbers worked out so if you could please explain that. Also going along with the third paragraph, second sentence, a review of the expenses included in the fourth proposal and those future expenses necessary for operational purposes, the projected annual deficit can be reduced to an annual figure is estimated to range between \$325,000 and \$350,000. This estimate includes limited capital equipment needs but estimates all other capital equipment and infrastructure expenses. Could we please have a list of those capital expenses and the infrastructure that we will not be completing for the next several years to keep that budget deficit between \$325,000 and \$350,000?

Mr. Chodkowski: Yes Ma'am.

Deputy Mayor Reynolds: I would appreciate that. How soon do you think we could have that Sir?

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Mr. Chodkowski: I could give that to you tonight actually. Let me run through your concerns related to the memo and I think I can address those. So talking about the direct impact, the total deficit of all funds was originally estimated at \$1.97 million. Council said go back and find additional cuts so we went back and found another \$270,000. So we went from \$1.97 million in deficit down to \$1.7 million as the total deficit. Of that \$1.7 million, \$550,000 of that will be covered by the general fund. The rest of that \$1.2 million is being dispersed amongst all of the other funds that we have. If you were to look at the fund balance summary sheet, in the net gain or loss column this shows you how that \$1.7 million deficit would be dispersed amongst all funds and you will see that there is \$543,000 that is being absorbed by the general fund. Does that answer your question Ma'am?

Deputy Mayor Reynolds: It doesn't answer my question because I don't have all of the information that I think we need because if I understand what you're saying, in this paragraph we will be reducing costs by \$500,000 in the future because you talk about, the deficit can be reduced to an annual figure for the future. Let me read the whole sentence again. A review of the expenses included in the fourth proposal and those future expenses necessary for operational purposes; that is just turning lights on and off every day; the projected annual deficit can be reduced to an annual figure is estimated to range between \$325,000 and \$350,000. So anything but essential services, turning on the lights and turning them off every day we will not incur any expense or we will be doing nothing. So there are no roads, nothing. So you are saying there are no roads. We will stop the storm water projects. We will stop the road projects.

Mr. Chodkowski: So the 2016 budget does include the funds for the Storm Water Utility Plan and includes \$500,000 for roads for the local street improvements. Effective 2017, if Council wanted to keep those items in the 2016 budget that's what this document reflects. But in 2017 the \$500,000 towards local roads would come out, there is no money in there for storm water; that is all done and that study would have been completed. We had some other things in there, retirements; there is the BWC so all that stuff goes away. The only capital improvements; the only way to get down to \$350,000 is to include rotation of vehicles for the police department to keep the fleet functional and vehicle maintenance down. It would include approximately \$30,000 a year towards the fire department to be able to keep the rotation of medics going and then it would include \$25,000 a year towards the service department to replace whatever truck or mower. Those are the only capital purchases; cost that would be associated in the 2017 budget and beyond.

Deputy Mayor Reynolds: So it is only basic services from 2017 on.

Mr. Chodkowski: That is correct.

Deputy Mayor Reynolds: There would be no road projects.

Mr. Chodkowski: These numbers for 2017, they do include the Spaulding Road project. There are sufficient funds in the permissive tax fund to pay for that so that would be the only other capital expense for 2017.

Deputy Mayor Reynolds: So it is basic services.

Mr. Chodkowski: Yes Ma'am.

Mr. Denning: The 2020 project for Airway Road is gone?

Mr. Chodkowski: No. We are able to maintain; by reducing the deficit to that \$350,000 mark will enable us to maintain a sufficient fund balance between the general fund and the permissive tax fund if we had to fully fund our \$1.5 million obligation in 2020 there is money available to do that. So when we were ball parking

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and looking into our crystal ball we were able to account for meeting our obligations for the Airway West project which is that one and half million dollars.

Deputy Mayor Reynolds: Mr. City Manager there seems to be a very large increase in our workers comp, can you address that please?

Mr. Chodkowski: Yes Ma'am. Ms. Christian could comment on it in greater detail but effectively what is happening is that BWC (Bureau of Worker's Compensation) is moving from retrospective billing to prospective billing so at some point in time we actually have to pay ahead. So lucky us, in the first half of 2016 we have to pay ahead for 2017. What is the total payment for BWC? Do you recall off the top of your head?

Ms. Christian: No I'm sorry I don't recall off the top my head but we added essentially 30%.

Deputy Mayor Reynolds: Based on what you've been told by the bureaus of Worker's Compensation.

Ms. Christian: Right because we will have to pay an extra quarter so we are effectively paying 5 quarters in 2016.

Mayor Flaute: Okay so you still have \$500,000 in contracted services and that is for roads and you are still keeping that in the 2016 budget.

Mr. Chodkowski: That is correct because Council hasn't provided us with direction to remove that.

Mayor Flaute: But you are saying you are going to remove it in 2017.

Mr. Chodkowski: That is correct, yes Sir. That is the only way to bring the projected deficit down to a manageable number to protect our reserves and to meet our 2020 obligations on Airway.

Mayor Flaute: I think we still ought to spend money on the roads. If we want to reduce it we can reduce a little bit because I don't know how many roads you're going to fix for \$550,000 versus \$400,000 or whatever. I know that there are probably \$550,000 worth of roads out there that need fixing.

Mr. Chodkowski: Keep in mind that we advised Council that the total for local roads was about \$15 million.

Mayor Flaute: This is just doing some of the worst roads.

Mr. Chodkowski: This is microsurfacing. The last two years so we've done this; Mr. Miller correct me if I'm wrong but \$150,000 from this \$500,000 will be pulled out to do select mill and fill like we did on the major thoroughfares, like we did on Valley, like we did on Airway, like we did on Woodman.

Mayor Flaute: You said \$150,000?

Mr. Chodkowski: \$150,000 is typically what mother nature deals as between now and the spring and then the rest of that money; that \$350,000 is some kind of micro-surfacing treatment on local streets.

Mayor Flaute: Okay and you are still talking with Trotwood to do our roads so that this \$550,000 goes little further?

Mr. Chodkowski: We had expressed an interest to do that but they did go through quite a leadership change on Council and they are in the process of getting ready to launch their search for a new administrator so I don't know whether or not Trotwood will be as favorable to that cooperative in 2016 as they were this year.

Mayor Flaute: Do you know of anybody else who has the same equipment that they have?

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Mr. Chodkowski: There are some other jurisdictions that we know that are looking into acquiring equipment. I don't know whether or not they have acquired that equipment and I don't know whether or not they would be amicable to that kind of relationship.

Mayor Flaute: Well I think we should keep the \$550,000 in there at least for this time and I guess we'll see what 2017 brings.

Mr. Denning: I think we need to seriously look at the long-term necessity of our streets and ask folks; give them a plan on doing it completely and right and explained to them what that is going to cost and ask them if they are willing to increase the income tax or a levy of some sort in order to get our streets take care of because if we don't we are going to be in the same situation after 2020. Because the answer is, prices are going up and we need to service our residents and if our streets need done and we know that is going to cost us \$15 million then we need to figure out a way to let folks know but if they are able to give us that \$15 million we will get our streets completed and that increases the value of the city overall because it makes the city look better. The streets need to be done there is no doubt about it. We can't keep been band-aiding this. \$500,000 a year; it is going to take us 30 years to do that and that's not even doing it right that's putting band-aids on for 30 years.

Mayor Flaute: We need more than just streets. If we are facing this much deficit; maybe we need a financial strategy. Maybe we need to get together on a Saturday morning with some kind of person that can lead us through a financial strategy for the next five years. Not a strategic planner type guy but I'm thinking instead of having a strategic planning type session that we had budgeted for this year. We should have a financial planning strategy if we can find the right person to lead us through that so we kind of have an idea of what we are going to do.

Mr. Denning: Don't those two kind of go together? You need to know what your big plan is in order to know what your financial obligations are going to be.

Mayor Flaute: I think we had like three strategic planning things and we already know what the big stuff is.

Mr. Denning: If we say we want to be the best at police, fire and streets than that is our strategic plan and then we can talk to our financial guy.

Mayor Flaute: What you are talking about is a financial strategy and I think that might be time well spent.

Mr. Denning: I just think the answer is we are only taking in \$7 million a year and we are spending \$9 million a year and we are just barely keeping our head above water doing that. The answer is you just can't keep doing that very long.

Mayor Flaute: What I'm saying is we keep the \$550,000 in for this year, we have some kind of financial strategy meeting on a Saturday morning and try and figure out how to reduce this.

Mr. Denning: Before March.

Mayor Flaute: Before March would be good. So I guess keep the \$550,000 in?

Mr. Denning: For this year. I think it was in there for this year.

Mayor Flaute: It was but the city manager was saying maybe we should take it out this year so that we are \$550,000 less in deficit for the general fund. I don't agree with that.

Mr. Denning: I don't agree with that either.

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Deputy Mayor Reynolds: Talking to the community and explaining some things to the community and what the community needs and where we need to be and I think that is the important thing that we need to do.

Mr. Denning: Asking them if they agree with us, that is the big thing.

Deputy Mayor Reynolds: I know that we have a lot coming up in January and that we will have to start the city manager's evaluation.

Mayor Flaute: I would like to have a financial strategy even before that.

Deputy Mayor Reynolds: I think we need to start planning some community meetings to talk with our residents about the situations we have. We have the roads, we have basic services and as Mr. Denning just alluded to we can only stay above water so long so we need to look at revenue streams and when you look at a lot of things and I think that's where we need to bring our community in to help us.

Mayor Flaute: And we also need someone to keep us on task. So I guess what we are looking for is someone who has a financial background who can help us through some kind of financial strategy. If anyone knows anybody like that; I know strategic planners but I don't know financial strategic planners and I will be looking for them and everyone else be looking for them. And staff please be looking for someone who can lead us through a strategy like that and maybe we can plan that for about the first two weeks of January or something like that. Is that too quick?

Mr. Chodkowski: Recognize that we are going to have to look elsewhere than traditional formats for what it is that you are after. Based on what I am hearing versus the vernacular I think really what you are after is fiscal policy guidance. I don't know that you are so much in need of fiscal management. I mean there is a difference between setting an appropriate course to provide adequate funds for adequate services as opposed to just simply saying here is the target that we are trying to make in the checkbook this month or here is the amount of money we want to have in the savings account at the end of the year. So are we going to be able to pick up the phone and call traditional organizations or agencies that would help you with a strategic plan or putting together a traditional financial plan, I don't know. So we are going to have to make some phone calls and we are going to have to do some homework on that as well. Now how easy we are going to be able to do that with the holidays and the end of the year I don't know. The other aspect is I think some of the input that Council has provided would set up well when we talk about that 2016 goals and objectives for the city and staff especially if it relates to having limited resources. I don't disagree Ma'am that it is very important for us to engage our community and talk to them about what we think they want versus what they want but I also think it is important for us to be in a position to engage them in an educated way. And so how many citizens know what our millage rate is versus our effective millage rate and where does our millage rate and where does our effective millage rate and the value of a mill in our community and how it relates to like and similar sized communities; Fairborn, Trotwood, Huber Heights. How much work we do in comparison to those folks so they have a concept of what it is that we do and how we relate to other communities so that at some point in time when the conversation comes this is why we need more revenue they have a better understanding of why it is that we are asking for that revenue. If we are doing the same amount of services as Huber Heights, a community of 7000 more people and 5000 more parcels and we are doing it with one third the staff that says something. That takes away the argument and the position that you guys are overstaffed and you are overpaid and you leave everyday at 2 o'clock. And we need time to have that discussion with Council, we need to have that discussion with our colleagues and prepare and present that information.

Deputy Mayor Reynolds: I guess we're going to be real busy in the next little while aren't we?

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Mayor Flaute: We'll move as quickly as we can and don't take it off the agenda.

Deputy Mayor Reynolds: I am adamant about this. This is something we have to do. I understand the city manager's hesitance and his caution and his expertise but we find ourselves in a situation that we have not been in before and we need to deal with it directly and we need to deal with it now.

Mayor Flaute: As soon as we can.

Deputy Mayor Reynolds: And we need to find out what we need to. That is my take on it. I am one person here but I think we need to start doing something now and we need to start working closely with everybody involved.

Mr. Denning: I do agree with the city manager in that we need to have our story straight and we need to have our information straight before we talk to folks. But I agree with Mrs. Reynolds in that we don't want to kick the can down the road very far so we need to start looking at early to mid February; we need to set dates that we are going to do this and not just say we we'll do it when we get the information together. If we don't have a deadline for when we need the information the information will show up just before we need it. So if we set the date and we as Council would want a pre-briefing to make sure that the information is there and if we say that we need to kick the can a little farther down the rode; but I think we need to set that date at like the first meeting in February or we want to have the first cut of information so that we can set up a community meeting; let's make a Valentine's Day gift, 14 February so that we can do this because we have a lot of decisions to make based on the information that we get back in the community on where we are going to go towards next year's 2017 budget. Maybe they don't; maybe they said, we would rather not do the streets at all than to pay more taxes and if that's what they decide then that gives us a direction to go and we need to know where we need to cut but I think we need to have that conversation and we have to have it early in the year because if the answer is, yes we are willing to pay for that then we have to go through the process of getting it on the ballot and getting it voted on and we need to do that in a timely manner and there are certain deadlines for that. I don't think we can wait very long.

Mayor Flaute: That's what I'm thinking we need to have this; if possible we need to have this the first part of January.

Mr. Chodkowski: What I can tell you is that we as staff have already had the discussion about assembling the appropriate information so that we can be as educated about what it is we do and how well we do it or don't do it in comparison to other communities around us. So we are already having that discussion and we are already talking about being able to provide that information sooner rather than later to Council. What is the best way to disseminate it to residents; we are not in a position to have that discussion yet but we realize that we are going to have to get that information out there. We realize that that is going to have to have to be information we need to get out there. We recognize as staff that we are going to have to get the opinion of our community in some capacity. Now whether or not that is a combination of surveys, community meetings, they city Council roadshow that we had a few years back; we recognize that we need to be able to get out there and communicate that message. And if this is an issue that Council wants to try and address immediately; and when I say immediately I am talking in the November election of 2016 then we already know that schedule. We have to have certain legislation passed and adopted and submitted to the board of elections by a particular date. So we as staff recognize that this is important information and these are important tasks but I know that we are going to work diligently to get that accomplished as quickly as we can but I also want to caution you that we don't know how long that is going to take and what aspect. So I just want to caution you when saying that this is the deadline and this is when we want it. Recognize that we know that time is of the essence and we know that things need to be done.

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Mayor Flaute: What we need to do is just have a meeting of the Council; as I have said some kind of strategy formulated and I would like to do that in January. And from the remarks I am hearing from Council you would like to have that meeting and January. When we start having the meetings with the residents will come out after we have that meeting in January where we can have a strategy put in place. Okay? Any other comments? Any other questions or comments on the budget?

Mr. Curp: I would like to see some adjustment made in 2015 for the 402 fund so that we can move some of those monies into the general fund to cover time that staff has spent and have some adjustment to the beginning balance for 2016 for the budget process. I think it is just something we need to do.

Deputy Mayor Reynolds: Those will be in the fifth proposal, right?

Mr. Chodkowski: Mr. Curp's comments were related to the 2015 budget so what we will do is we can make a modification to the final supplemental appropriation that Council will adopt on the 28<sup>th</sup> for that last special meeting so you will be able to see that transaction occur at that time.

Mr. Curp: It would still show up as an adjustment to the estimated starting balance.

Mr. Denning: So it will show up in the 2016 budget also.

Mayor Flaute: Just a couple things. For line item 5391 for the CDBG fund there is a \$60,000 budgeted item and then it was subtracted. Can you explain to me what's going on with that Mr. Manager? It is on page 13, expenses, line item 5391. Last year it was \$20,000 and this year we had \$60,000 in so you are proposing we take that out and don't do anything? Is that what you're proposing?

Mr. Chodkowski: No, the way that CDBG works is it is reimbursable so we have to pay for the expense upfront or the project or whatever it is up front and then we submit our receipts to the county and then we receive money back through the county for what we actually spent. In 2015 we did not perform any demolition. The county informed us that CDBG would not fund any neighborhood stabilization demolition projects so we actually put in funds for preliminary engineering on a sidewalk on Valley Street to help support Avondale so that is why that number was so low in 2015. In 2016 the initial request that the city put in for funds was higher than the actual award. The first, second and third proposals of the budget included a higher value because that is what we had asked for and not what we had received. The fourth proposal includes the actual funds for which we received. Additionally through the course of several years this CDBG fund was able to build a small fund balance so rather than provide additional monies from the general fund to the CDBG fund; moving money from fund to fund to cover the time between when we execute the project and when we receive reimbursement we elected to just pull the balance from the CDBG fund.

Mayor Flaute: So the subtotal for operating is \$60,000, is that correct? Or did you pull it?

Mr. Chodkowski: The nuisance demolition was \$70,000 because that is what we had asked for but the actual total number for the project will be \$60,000 so it decreased by \$10,000.

Deputy Mayor Reynolds: Mr. City Manager I think you see how hard this gets. I think on my table I had about eight different sheets trying to follow. Is there a format that we can request of you to make this a little easier so that we can see the different proposals that have been put forth and a note by those proposals? Just as the Mayor brought your attention, he did not know the amount that was there before because we don't have enough space to lay everything out at one time.

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Mr. Chodkowski: Yes we can change the format that is not an issue. Mr. Fullenkamp had requested some edits to the format so he could have a comparison side-by-side and I suggested to him that be an issue discussed by Council just from the standpoint that this is a document that you will use and so there should be some input to that. I don't know whether or not had he been here that that would've been an issue for him that he would've wanted to discuss but yes we can change the format and we can laid it out in several different ways. As you know we kind of put the budget together in stages so we can lay a format out to do that. I would say that the format we currently use is a template that existed before I got here and is set in a couple different ways so we would effectively have to build a new template in the landscape format as opposed to the portrait format. So we can do that but I don't know that we would be up to have that done in any short order for the fifth proposal or the final proposal but moving forward for the 2016 we could do that. Additionally, we populate the budget in phases. We can populate the budget in its entirety when we put together the 2017 budget but recognize that in the course of our relationship over the last several years Council has tried to impress upon staff to be as accurate as possible the information that we presented in the budget. So if we were to prepare a comprehensive budget for your first look, recognize we would start that early and that the information contained in that comprehensive budget would change more through the full process than what you see in these phased processes. So that is something else for Council to consider when we put these together for the 2017 budget. But yes we will be more than happy to put together a new format that will reflect that comparison.

Deputy Mayor Reynolds: Thank you very much.

Mayor Flaute: And the police department on page 9 we have 5362 and 5363, you've got \$12,500 in each of those and last year it was totally different.

Mr. Chodkowski: The in the police department?

Mayor Flaute: Yes.

Mr. Chodkowski: So currently this year we are with the Miami Valley Regional Crime Lab and that is a contracted service which includes not only the crime lab but certain forensic supplies and that contract is for \$50,600. We will be transitioning away from the Regional Crime Lab in 2016 and we will be going to BCI for services. Those services are free however those services do not include the resupply of certain forensic supplies like fingerprint powder, dust brushes or whatever else so we are going to have to buy some of those supplies. We don't know what that number will be.

Mayor Flaute: So you are guessing with the \$12,500.

Mr. Chodkowski: That is correct. The other thing is that because in 2015 several communities left the Regional Crime Lab and in 2016 other communities in addition to Riverside will be leaving the crime lab. The Regional Crime Lab will move to an à la carte menu for service. So right now you either get all of the services or you get none of the services. So in 2016 the crime lab for the first time will be offering an à la carte menu so if we suddenly have an important case and we need something right away we can take it downtown and pay whatever it is they're going to charge. We don't know that we will need that service but we will assume we are going to need that service. We don't know how much of that service we will need so that is why we budgeted that \$12,500 but overall there is a savings to the city by leaving the Regional Crime Lab and moving to BCI.

Mayor Flaute: Okay that's all I have for now. There's a lot more in here but I will talk to you about that. So we are going to have this on the agenda next time again?

Mr. Chodkowski: Yes Sir.

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Mayor Flaute: It will pretty much be the final one I'm hoping. Everyone needs to get their input in.

Mr. Chodkowski: We will put together the fifth proposal based on Council comments tonight and we will be prepared to talk about that document at that time.

Mayor Flaute: So if we don't agree to that being the final document will there be legislation of some sort that we are going to have to have because we won't have our budget together by January 1?

Mr. Chodkowski: Keep in mind that there is that final meeting of Council on the 28<sup>th</sup> so you could effectively adopt the budget at that time with both first and second readings.

Mayor Flaute: Okay.

Deputy Mayor Reynolds: Mr. City Manager, will you please contact the three members that are not here tonight to ask them if they have any concerns that they want to that add?

Mr. Chodkowski: Yes Ma'am, my thought was to get them together and brief them also on what we shared with Council in executive session.

Mayor Flaute: Okay any other questions from Council? Okay we'll take a five-minute recess.

**ITEM 7: RECESS:** The Council took a recess at 7:46 p.m.

**ITEM 8: RECONVENE:** The meeting reconvened at 7:55 p.m.

**ITEM 9: PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE** Mr. Miller, Service Department Director for Riverside led all those in attendance in the Pledge of Allegiance.

**ITEM 10: MINUTES: Consider approval of the November 5, 2015 regular Council Meeting, November 18, 2015 special Council Meeting and November 19, 2015 regular Council Meeting.**

A motion was made by Deputy Mayor Reynolds to approve the minutes as written. Mr. Denning seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

**ITEM 11: ACCEPTANCE OF WRITTEN CITIZEN PETITIONS**

There were no petitions.

**ITEM 12: CITY MANAGER'S REPORT**

**a) FYI**

**i) Council Request Sheets**

**ii) Council Agenda Calendar**

**iii) City Manager's Project and Activities Report**

**iv) Income Tax Score Card**

**b) Monthly Verbal Updates**

Mr. Chodkowski: Traditionally the project and activities report is included in Council's packet but unfortunately that was not the case with this one so just a real quick review of the PAR that was left for you at the dais tonight. Administrative assistant, the part-time position, we are in the process of doing a background check on the selected candidate and we should have that information back if not tomorrow on

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Monday. Public service maintenance worker, the final test was performed and there is a final candidate who has been selected. I'm not sure yet if he has been provided his conditional offer but we are making progress there. And as I noted in the report we do now have a vacancy in the police sergeant's position with the retirement of Sgt. Harold Jones on Monday the 30<sup>th</sup>. We are going to post the process for that in conjunction with the shift assignment in January. Moving forward, you had a briefing by Mr. Murray in executive session regarding Wright Point and then he will have some additional comments regarding business development. City Hall relocation project, obviously we are making progress there. As we are in this wonderful space we are about 95% of the way done. Staff was assigned several tasks to complete the process such as coat racks and trash cans and make sure all of those things are squared away. We got the heating squared away today they will be calibrating that on Monday. And if you are disappointed with the temperature here I encourage you to visit office 123. We also have a meeting with the architect next week with regards to the safety/service building at 1791 and finalizing that and getting that project on schedule. General administration, there is no new report with regards to the Brantwood subdivision but they have reached out to us and are ready to proceed. They have asked for updated documents with regards to scheduling, project bidding and the finalized public infrastructure agreement which will finalize the TIF. So those documents were amended by my office and sent to the law director earlier today for review and evaluation so we should have some legislation to Council if not at the end of this month then January. That is the PAR in a nutshell. I and staff will be more than happy to answer any of Council's questions with regards to the PAR or any of the other documents included in the manager's report before yielding the floor for monthly staff updates.

Mayor Flaute: Are there any questions or comments for the manager?

Mr. Curp: Trash hauling services, I was going through this newsletter and reading that section. There are three things; the very top one says Republic will continue to provide the following services. The list of services, one of which is curbside trash collection and it says you may use your own trash container. That is all well and good and then you get down to frequently asked questions and there is a question, do you need an additional cart. It says if you need another cart you can call Republic although it doesn't reference that you can go buy another one on your own without having to incur an additional charge for another cart. I don't know how we get that word out to the citizens to reinforce that they don't have to rent a cart. Secondly, the item here about recycling services it says that you have to sign up for recycling services and do so by December 18. I thought what was in the bid specs and what we approved was a contract that said everybody gets a cart because the cart is included in the fee structure because the fee structure included the trash pickup plus a cart for recycling, a 65 gallon cart and the opportunity to get a different sized cart if that's what they wanted if the 65 gallon was too unwieldy for some of our frail people in the community or whatever but this says you have to call and sign up. I don't think people should have to call and sign up for something what we contracted with for them to get automatically. And then the third thing was, it says in several places that they can reach Republic by going to this website, [Riverside@Republicservices.com](mailto:Riverside@Republicservices.com). I went there after I got the postcard because the postcard came in the mail and said we are going to start your services and you can contact us at this website. So I went out to that website; I tried to get to that website I didn't get there I got a dead-end and I tried it several times. I thought, I am not going to fight with this. If this is the best they can do then that is unfortunate. If they haven't fixed this by now because I haven't checked because I refuse to go out there and be treated like that by somebody who is paying them to provide me a service. So I hope we can get something done in each of these areas.

Mayor Flaute: So is this printed and ready to go out or can we still make changes?

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Mr. Chodkowski: No, that is the final version. We provided Council I believe it was at the last meeting with the proof.

Mayor Flaute: I don't think we saw that.

Deputy Mayor Reynolds: We never saw it.

Mr. Chodkowski: Okay.

Mr. Curp: I'm really concerned about the recycling thing. They shouldn't have to call up and ask for a toter that they already are going to pay for in their fees.

Mr. Chodkowski: Having talked to Republic they have enough containers to be able to provide every resident who has service with a container but based on the information that they received through us from Dayton, not everyone takes advantage of the service that we offer which is a free curbside recycling program. So based on the fact that the information that Dayton provided to Republic did not indicate that everyone took advantage of that service and rather than simply providing containers to people who did not want them they elected to provide recycling containers to those people that would take advantage of the service.

Mr. Curp: I hope they fix it.

Mayor Flaute: I am more concerned about the fact that we didn't tell them that they could have as many trash cans as they want without having a cost because I had lots of questions; probably six or eight calls about that already. Now when that comes out it is going to be more. Okay, I guess there's not much we can do about that at this point but answer the questions.

Mr. Denning: Mr. Curp, I went to the supposed website and it ended up being an email to them and they sent me an email back that same day with a little more information and I sent them more information and I haven't heard from them so I'm hoping they pick up my trash on January 2.

Mr. Curp: I went to their regular website because you can sign up for services at their regular website. So I thought maybe there is some way to do it that way. So they sent me an estimate back for services and it was higher than what our contract is so they didn't recognize me as a Riverside contractee or whatever it is in their world because they were quoting me \$70 a quarter or something like that; \$75 a quarter. I had to call them up and let them know when I wanted them to start pickup. I haven't done anything since and I don't plan to do anything. It is up to them to provide the service that we are paying them for.

Deputy Mayor Reynolds: I noticed in the manager's report that you have been working with them on their trifold. Has the final been done?

Mr. Chodkowski: Yes, it is set to mail next week.

Mayor Flaute: Can we see that before it is printed or is it already printed?

Mr. Chodkowski: It is already printed and it goes in the mail next week.

Mayor Flaute: If there are no other matters for the city manager's report we will go into monthly updates.

Mr. Chodkowski: I will yield the floor now to Mr. Garrett for his monthly update from the finance department.

**i) Finance Department**

Mr. Garrett: Good evening Council members. As we are early in the month of December I'm still in the process of closing the November books out. I provided to you the copies of the finance statements and the income tax report that you normally

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get. I would point out in the income tax that we had a good month in November, we got about \$40,000 above our scheduled plan so we are back to the \$4.8 million and pretty much right on track for what we had anticipated it to be at this point during the year. A second item I would bring to your attention, if you recall back at the end of August we had our real estate tax appeal hearing on the Wright Point buildings and they promised to send us a letter within three months and we did get that letter where they did reduce the assessed value of the Wright Point building complex by about \$3 million so that will have the effect of reducing our income tax just on the buildings by about \$95,000. Of course we have already paid the bill for this year so now we will have to ask them for a refund for that amount and it should be reflected in the tax bills that we get next year.

Deputy Mayor Reynolds: Mr. Garrett, was there an explanation with that reduction by the county?

Mr. Garrett: No it was just a simple letter that said the original value and then their decision value. It pretty much lines up with the professional appraiser we hired that prepared the report. They pretty well took the appraiser's opinion.

Deputy Mayor Reynolds: I will mention to Council that Councilman Fullenkamp and I met with the state auditor and Mr. Garrett and the city manager and it was a good audit, fine. Thank you very much. I know you are going to be looking at LSG because I have been trying to find information about LGS and what they do. I know that you may not be aware but there was a concern raised that the Council should be approving the budget on a monthly basis. I've been looking a little at those things and when you get ready to set up that form I think there are some things that Council would like to see on that form that would make it easier for us and the budget process and approving that budget as the auditor talked about.

Mr. Garrett: They were talking about when I do the monthly reports, recognizing that those reports have been presented.

Deputy Mayor Reynolds: And I understand you and the city manager both indicated it in the city manager's report and I think once Council has an opportunity to talk and that is probably something we can do in our finance meeting when we have it; I think we need to see something a little bit more Mr. Garrett and Mr. City Manager. I think it would be appropriate for us to have a monthly budget that we can refer to and keep it ongoing each year. It would help us as we said today, the Mayor is looking at pieces, Mr. Denning indicated you had yours spread out like I had all of mine spread out and I think it is something that might be beneficial for us on an ongoing basis. I would be glad to tell you what I think would be appropriate but I think more would come out of our finance meeting when we have that.

Mr. Garrett: I recognize that that is kind of a tracking mechanism for changes from one iteration to the next of the draft budget. And then the audit comment was more about our ongoing finance report.

Deputy Mayor Reynolds: His comments where the ongoing budget and that we are aware of what is happening. Those were the auditor's comments and I think that is important. He stressed that and I think we need to look at having a document that would be acceptable to the auditors.

Mayor Flaute: And maybe something we will go through when you have your monthly report so we can look at it and talk about it.

Deputy Mayor Reynolds: This is a lot of hard work but I don't always know where we're at with this Mr. Garrett.

Mr. Chodkowski: I will yield the floor to Mr. Murray for his second part of the economic development department update.

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**ii) Economic Development Department**

Mr. Murray: We do have a new tenant moving into Spin-Kemp that will be occupying the Rick's Pizza space. So we will have a new pizzeria on that side of town. I understand the operator has three others in the Dayton area so it will make a nice addition over there. You saw that the big space at Airway Shopping Center has a new tenant that will be a thrift store; a huge thrift store going into the corner there. And then we had another food truck occasion today and again it went over very well. We had McNasty's which is a very well-known food truck and again the tenants are very pleased to be able to have that so close at hand. The other one is just very small. There is a small reflexology store leaving Fairfield Commons and coming to Page Manor so I assisted them in getting permit information as well as small business development leads on that. That's about it. Thank you. Any questions?

Mayor Flaute: So we're not going to get a sheet?

Mr. Murray: No I apologize I didn't get around to doing that. As you know I was flying around here.

Mayor Flaute: I understand but in the future; I do enjoy the sheet.

Mr. Murray: I feel bad that I didn't get it to you.

Mayor Flaute: That would be good. Thank you.

Mr. Denning: Mr. Murray, there are rumors and I know it is not in Riverside but somebody bought the old Meijer's property. Have you heard anything about that?

Mr. Murray: No Sir.

Mr. Denning: Okay. And then do we know who bought the McDonald's on Airway and Woodman yet?

Mr. Murray: Yes we do. He lives in Beavercreek; I haven't spoken to him yet though.

Mr. Denning: We don't know what he's planning on doing?

Mr. Murray: No. I will follow up on that. I've been meaning to call him again.

Mr. Denning: I am just curious. That is an open area.

Mr. Murray: He came right up on the MVRPC app that I gave you the link to. So that can be placed on your phone and you can go into that at any time. Yes he came right up.

Mr. Denning: All right. Maybe the Meijer's will too.

Mr. Murray: Yeah, probably. I will check here in a minute. Thanks.

Mayor Flaute: Any other questions or comments? I just have a quick one. I went to the grand opening today of the Hopewell Dentist; the dentist's office on Linden Avenue. I welcome them to Riverside. The Chamber had a big event with them and we had a very nice article in the business journal about them coming to Riverside so we are very pleased to see that and please that they have come to our city. We appreciate that. Thank you Mr. Murray we appreciate your service.

Mr. Chodkowski: I yield the floor this time to Ms. Christian for her update on general administrative matters.

**iii) Administration Department**

Ms. Christian: Thank you. Good evening Mayor and Council. To echo the city manager's comments about our open administrative assistant and maintenance worker position, we did get successful background checks back this afternoon so I would

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expect that we could make conditional offers to those two individuals next week and maybe, possibly get them in before the holidays but January 1 at the latest. We are working very hard on the open house that is scheduled for January 28 so I just wanted to give you a reminder about that. It will be open to the public from 6 PM to 8 PM so all of you public members please plan to attend. As the city manager said the newsletter will be hitting the mailboxes soon. We do have the update about the trash and as a reminder keep on the lookout for the actual billing that will be coming this month as it will not be from the property taxes anymore which you all know but just for the benefit of the general public. One piece of news that I did forget to include in my November report was that in mid October we did receive a Bureau of Worker's Compensation rebate for some of the programs that we participated in. It was just under \$23,000. So it is a nice little incentive for our participation. Parks and Recreation Commission does have a meeting scheduled for next week on Tuesday at 7 PM, that is December 8 and they are going to be discussing some of the events that they want to plan for next year as well as the feedback that Council has provided at the November 18 meeting. And then we have the staff that are celebrating anniversaries this month for December:

**December**

Officer Matt Sturgeon	Police	21
Herman Mayes	PT FF	14
Rich Morrett	PT FF	6
Josh Gwin	Firefighter	6
Brendan Deere	PT FF	5
Meredith Lawhorn	PT FF	4
Brandon Cottrell	PT FF	1
Officer Steve Ritchie	Police	1

Congratulations to them. I will take any questions that you may have.

Mayor Flaute: Thank you Ms. Christian. Any questions for the Assistant City Manager? Seeing none, thank you, thank you for your service. Mr. Manager back to you.

Mr. Chodkowski: Thank you Sir. At this time I will yield the floor to Mr. Taylor for his monthly update from the department of planning and program management.

**iv) Planning and Program Management Department**

Mr. Taylor: Thank you Mr. City Manager. As you've noticed and commented on; let me just start with Mr. City Manager's comment on as being about 95% done. Assignments have been handed out and I've been working with the contractor and they have all of their punch out items that have been scheduled and identified. So we are hoping to close that out in the next week or two. We still have quite a bit of money held back for those items haven't been completed. The heating, I have a really good explanation that I'm sure Mr. Fullenkamp would've loved about flow rates and whatnot but I will spare you that. But basically the air coming out was not enough to trigger the heat units inside of our VAV boxes. That has been addressed. They needed outside access so that they could do that. Mr. Murray and I worked together to make sure they could get that access. That happened today and so they should be working on that today and next week. So hopefully our comfort issues will go way. Most the temperatures around here fluctuate between 68° and 70° but again it is a matter of comfort and whether it tells you it is 70° it doesn't really matter.

Mr. Denning: It also depends on where the sensors are located.

Mr. Taylor: I think there are two behind you guys. So that is being addressed. I just want to make sure that everyone knew that that did not go unnoticed and hasn't gone unchecked. Going on with the rest of the suite, all of our furniture has arrived. There

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were some back order items. The police chief ordered some chairs without arms so that his officers could sit without having to take off their utility belts. Those have arrived. There were some punch out items on furniture that was damaged and they have been fixed so I will be looking to close that contract out soon. The phone systems, between our building and the safety/services building, there have been some issues there and we have worked with CDO. We should be updating the entire system, the safety/services building and our building will be on one system so we won't have the two systems anymore. So that should be the end of next week I am hoping. So that will go away and then we can start moving everything from one contract which I will have to work with finding out how we can terminate our contracts with Cincinnati Bell. As the city manager pointed out, we will be meeting next week to finalize the plans for the safety/services building. We are hoping to have that complete in mid June I think is the date to have that completed. So hopefully we'll get these plans finalized and then start that bid process. I've also met with Assistant City Manager Christian. She has passed off the Safe Streets so if you have questions about Safe Streets you can now direct those towards me. I just implore you to be patient as I catch up and fully understand those projects.

Ms. Christian: Safe Routes.

Mr. Taylor: Safe Routes, see I have already screwed up. We will also be scheduling the boat launch handoff. It will be the first week of January so that project will be moving forward after that date. And the Brantwood project has also made it to my desk. Those are things that I will be working on. If you have questions feel free to contact me. I had some great conversations with some potential housing developments. Miller Valentine has expressed some interest in doing what they call workforce development housing. They have applied for a grant and are looking for locations. We are not the only community that they are speaking with in looking for locations but they had expressed an interest in looking at potential sites. So I will be working with them next week and the following weeks in locating and hopefully gaining some sites for some new housing. In addition to that, Deputy Mayor Reynolds pointed out the for sale sign by the Brantwood development where they have 2.3 acres there for sale. It says it is a B2. I have spoken to the realtor and informed him that it is actually a B1. He will be making those changes but he was also interested; he had some potential clients who are also looking at multi family's like attached condos and townhomes and he was looking for other sites as well. So there is some good potential interest for some new development. In addition, last meeting we talked about being updated on the Planning Commission. We will have two cases and when the packets are forwarded to the Planning Commission you will get those cases as well. One is a site plan approval for Champion which has been long in the making and then the Airway Shopping Center that we have already seen but they have to do a lot of consolidation. So we have already approved their site plan back in June I believe and now they have to consolidate their six lots to make it one. Demolitions, the contracts just came back from the law director so we will be getting those signed next week and making schedules for the demos. Hopefully those will be done; I'm not sure when we will get those. We will have to meet for a construction meeting with the contractor and finalize that. And finally staff and I will be going to the Miami Valley Planning and Zoning Workshop tomorrow. We hope to get some good information and see what the other communities are doing and get some ideas of what they are thinking and where they are going with both planning and zoning. I will field any questions at this point.

Mayor Flautte: Thank you Mr. Taylor. Are there any questions for Mr. Taylor?

Mr. Curp: Can you define work force housing?

Mr. Taylor: I can. That is a new term that I hadn't heard of before either. I think it would be above the low income housing so they are talking about marketing towards workers who are working average jobs between \$25,000 and \$45,000. Those would

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not be owner occupied or lease to own; they would all be rentals so as job growth takes off that is where more workers would live; typically your entry-level, your young professionals coming into the workforce housing.

Mr. Curp: In housing, one of the things that was being considered was patio homes. Did I hear that term being used?

Mr. Taylor: That term was not being used. They had several concepts and ideas and none of these are set in stone by any means. They had two renderings that were single family homes of about 1500 ft.<sup>2</sup> with a detached garage and then two options were apartment types or a downtown; like a brownstone; attached single unit dwellings.

Mr. Curp: The Sims properties on Patterson?

Mr. Taylor: I would compare them more to the ones on Water Street, more similar to that but not quite. The gentleman from Brookshire Hathaway, their product was more like the Sims townhome product.

Mr. Curp: When we met with the gentleman who purchase the golf range over on Linden one of the concepts that was mentioned was seniors housing. I don't think it was what the Councilmember who made that comment wasn't really talking about senior housing as we might think of it; multiple storied apartments where you are just warehousing old people. But I think what the individual had in mind was some patio home condo type things because we don't have that kind of housing here in the community. And I know just in my neighborhood and people I know; and I don't know everybody over there but for instance on my street over the last several years three people left the community and went to Beavercreek because they have patio homes there and people wanted a single floor plan because they didn't want to go up and down steps anymore. And so I think that was what was being thought about when that term was used; senior housing. Well anybody can move into that housing regardless of age. But I think if we can find somebody who would be willing to put some of that in it seems to be attracting a lot of people.

Mr. Taylor: Yeah I agree. As I move forward, speaking to Miller Valentine and other developers, some of the things that I would like to see are similar to senior housing and I have heard terms like multi-generational housing or "visitability" housing which appeal to both whereas senior housing where it is one floor living but it is also appealing to a younger generation because as we know senior housing has a limited lifetime for those it markets directly to. So there is a trend going on right now where you have multi-generational communities where you have kind of the same product but it is easily adaptable towards a young family with one or two children and empty nesters. So it is easily transferable where bathrooms are laid out so that you can easily remove a shower or a tub and put in a zero clearance tub. Those are options that we have been discussing in the planning department and hope to discuss further with developers.

Mr. Curp: Thank you.

Deputy Mayor Reynolds: I believe Adam Blake when he was here and presented to Council last year he talked a little about that type of housing, workforce housing. I think that was their goal for the Brandt Pike Fire Station project.

Mayor Flaute: On Texas.

Mr. Denning: That is the one that is in Dayton.

Deputy Mayor Reynolds: Right but that was where we first heard that term I think.

Mr. Taylor: This is the first time that I had heard that term workforce housing. It is the first time I had heard that as well.

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Mayor Flaute: There was an email sent out about the Council dais and I was wondering if Council wants to talk about that a little bit at this point. I would like to say that the big mustache or whatever it is did not look attractive to me so I would like to take back my vote to put that in the front. I know there was some discussion earlier before the meeting that maybe we just want to do something with the front or just keep it completely empty. So Mr. Manager, do you want to; you were talking about that at the beginning of the meeting and I know Mr. Taylor wasn't here.

Mr. Chodkowski: We would be more than happy to give you a visual demonstration Sir. Hang that right in the middle. So effectively what I think we took away from Council's discussion and the recommendation that came out from the last meeting was less is more. I think that was the take away we had. So prior to the meeting I was sitting here with the Mayor and Mr. Denning and we thought that what you see on the monitor there is really, less is more, not three of them not five of them not something fancy. Just simply the box and then behind you what we would do is simply take the city of Riverside and blow that up. So we would center in smaller font city of and then beneath that in larger font we would put Riverside. Council was relatively adamant in its comments that pride, progress and possibilities while great on the business cards and the letterhead, as wall art and decoration it might not necessarily be as appropriate. So I'm just keeping focused on those two things and recognizing that the wave box as we have called it is probably the most recognizable representation of the city. We thought that with the take away being less is more that this is what would be most appealing to Council if you wanted artwork on the dais.

Mayor Flaute: I like this and I wouldn't mind having pride, progress and possibilities on the wall but I know that.

Deputy Mayor Reynolds: I like the city of Riverside.

Mayor Flaute: Just the city of Riverside.

Mr. Denning: Just the city of Riverside.

Mayor Flaute: Okay. I concede.

Mr. Denning: I like the box much better than the mustache.

Mr. Curp: I'm okay with that.

Mr. Taylor: Just to clarify, the city of Riverside do you want that in our Riverside blue or would you like that in the black?

Mayor Flaute: No, Riverside blue.

A motion was made by Mr. Denning to use the wave box in the center of the dais and the city of Riverside on the wall in Riverside blue. Deputy Mayor Reynolds seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

Mayor Flaute: Thank you Mr. Taylor.

**ITEM 13: PUBLIC COMMENT ON AGENDA ITEMS**

**ITEM 14: NEW BUSINESS**

**a) RESOLUTIONS**

**i) Resolution No. 15-R-2111 a resolution setting forth appointment of Chuck Evanhoe to the board of tax review for a two year term beginning January 1, 2016 through December 31, 2017.**

Mr. Chodkowski: This resolution is brought forth to reappoint Chuck Evanhoe to the board of tax review.

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A motion was made by Mr. Denning to approve Resolution No. 15-R-2111. Deputy Mayor Reynolds seconded the motion.

Mayor Flaute: Has he been contacted?

Council Clerk: This is actually Mr. Garrett's group and because of the new 2016 taxes that have been mandated by House Bill Five it is requiring that this new committee be established. So it is the same committee, just a different name.

Mr. Garrett: I had communicated with the current Tax Appeal Board members and they have all indicated the desire to continue. So tonight we have two resolutions to appoint two of those members because that is what is required by a House Bill Five changes and then the third member would be reappointed by a letter from the city manager.

With no further discussion a vote was taken. All were in favor; none were opposed.  
**Motion passed.**

**ii) Resolution No. 15-R-2112 a resolution setting forth appointment of Stanley Leszczuk to the Board of Tax Review for a two year term beginning January 1, 2016 through December 31, 2017.**

Mr. Chodkowski: This resolution is brought forth to appoint Stanley Leszczuk to the Board of Tax Review.

A motion was made by Mr. Denning to approve Resolution No. 15-R-2112. Deputy Mayor Reynolds seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. Motion passed.

**iii) Resolution No. 15-R-2113 a resolution authorizing the Finance Director of the City of Riverside to seek advance payment of collected taxes for the tax year 2015.**

Mr. Chodkowski: This resolution is brought forth to authorize the city to seek advance Property Tax payment for 2015.

A motion was made by Deputy Mayor Reynolds to approve Resolution No. 15-R-2113. Mr. Denning seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. Motion passed.

**ITEM 15: PUBLIC COMMENT ON NON-AGENDA ITEMS** There were no comments.

**ITEM 16: COUNCILMEMBER COMMENTS**

Deputy Mayor Reynolds: I had a call this past week from some members of the community wanting us to know what a great job the Way of the Cross congregation had done during the Thanksgiving holiday. I believe they gave away 81 or 84 baskets and so we want to thank the Way of the Cross group for providing those baskets to members of our community.

Mayor Flaute: On that same vein, there is breakfast with Santa on Saturday, December 12 from 8:30 AM to 11:30 AM at the Mad River Middle School, 1801 Harshman wrote. It is for all kids 12 and under. There will be a free pancake and sausage breakfast and a gift from Santa and all Riverside residents are welcome and all of the members of Council are encouraged to attend. I went to the Montgomery County Appalachian board meeting. We are progressing with a few things there that I will be reporting on possibly later. I went to the Wright State Nutter Center's 25<sup>th</sup> anniversary. They've already been there for 25 years. What a great facility. They've got all kinds of things going on. The month of December is loaded down. They've got like six things going on in the next five days so it is being well utilized and it is good to have them there as our neighbor. I talked to the clerk about having a swearing-in ceremony so

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we're talking about having that on January 7 at 6:00 PM. It will be in this room so make sure to invite anyone who would be interested in doing that; to come to that little ceremony on January 7. I had six weddings in the past two weeks so that continues. And that's all I have. Is there anything else?

Deputy Mayor Reynolds: Mme. Clerk thank you so much, you saved my life. She brought me a heater. I want you all to know that so I am very toasty and warm back here right now. Thanks to the best clerk in the state.

**ITEM 17: ADJOURNMENT**

A motion was made by Deputy Mayor Reynolds to adjourn. Mr. Denning seconded the motion. With no further discussion a vote was. All were in favor; none were opposed. **Motion passed.**

The meeting ended at 8:40 p.m.

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William R. Flaute, Mayor

Clerk of Council