

Thursday, October 1, 2015

ITEM 1: CALL TO ORDER: Mayor Flaute called the City of Riverside, Ohio Council Meeting to order at 6:02 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, present; Mrs. Lommatzsch, present; Deputy Mayor Reynolds, present; Mr. Smith, present and Mayor Flaute, present.

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

ITEM 3: EXCUSE ABSENT MEMBERS: All Council members were present.

ITEM 4: ADDITIONS OR CORRECTIONS TO AGENDA: A motion was made by Deputy Mayor Reynolds to approve the revised agenda to include Resolution No. 15-R-2101 and Executive Session for Codified Ordinances 103.01 (d) (2) – To consider the purchase of property for public purposes, or for the sale of public property, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal or private interest is adverse to the general public interest. Mr. Denning seconded the motion. Six were in favor; one was opposed (Mr. Curp). **Motion Passed.**

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

ITEM 6: WORK SESSION ITEMS:

a) DISCUSSION: 2016 Capital Budget

Ms. Christian: So this will be the first of many budget discussions. We are just talking capital this evening so I thought that we would give you an overview of where we are at with 2015 and what we've accomplished and then talk about 2016 and what we are looking at for departments and items like that. I separated it into administration, the public service department, police department, fire department and Wright Point. Here are the items that we were planning on for 2015 for administration. Economic development, we were looking at approximately \$55,000 for property acquisition and of course is often an item that is in the budget but if the need doesn't arise is not something we necessarily take on so there hasn't been a need so far so we haven't spent any of that yet. And then the RTA bus shelters, we did apply for grant for, I think it was five bus shelters and we did receive that so we had budgeted \$70,000 for that. However the RTA grant cycle is little bit different than ours, it goes from June to June and they decided to revise their contract and took quite a bit of extra time getting that contract back to us. I know that we received it back at the beginning of September. When you order bus shelters it takes some time for production; is not something you can buy off-the-shelf and they can mail to you. It usually takes I think 8 to 10 weeks. So we were looking at November or possibly December for the shelters to arrive so we have actually deferred that until the spring of 2016. We will make sure that the shelters get here when the frost goes away in the spring; April somewhere in that neighborhood. And that is perfectly fine with the RTA, like I said their grant cycle goes from June until June so it should be completed when it needs to be so we can be reimbursed for that. The police department has budgeted \$180,000 for vehicles and we have purchased the lion's share of those; five vehicles total. One of the cruisers was purchased using the federal shared revenue for drug seizures. And then radios, we budgeted \$12,500 for that and those are on order. We haven't paid the bill so doesn't show it as spent but we will be spending the majority of that here soon. The fire department, obviously we talked about this quite a bit, we have a medic and two fire engines that are all on order so that money is pretty much spent whether it shows that on there; it is encumbered. And then radios again, we spent the majority of the

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\$14,000 that we had budgeted; \$12,844. In the public service department we had planned to spend \$60,000 on mowers and we have spent quite a bit of that but there is still \$20,000 left of it to spend there. The plow trucks are on order, the radios on order but I will note that we budgeted \$52,000 and discovered after we had budgeted that that we would be able to reprogram the radios that we already have so it probably will be more towards the \$15,000 range that we spend for those. And then paving, as you know we budgeted about \$450,000 and we've actually spent more than that; or encumbered more than that so we have been paving, paving, paving the roads. And then Wright Point, we've spent most the money that we had budgeted for the HVAC improvement. The renovations, we spent a little bit of money but obviously that project is in progress and is scheduled still to be completed in October/November. That same thing goes with the IT system and furniture there. Now phases two and three of the Wright Point move; so phase 2 would be the renovations of this building, 1791 and phase 3 would be the renovations of the service department garage. We had planned for that money to be spent this year but at this point we are probably looking at 2016 for the majority of that. We may be able to bid the construction out but I'm not seeing the contract starting until next year. And then moving on to 2016 and what we are planning for that. We do plan to put property acquisition in the budget again. Economic development and Mr. Murray will be putting that number together, we don't have that at this point. Mr. Taylor has been working on some Springfield streetscape improvements and at this point we are estimating that will be in the neighborhood of \$35,000 and that is landscaping, signage and we will inform you some more on that. We are going to be working in 2016 to really centralize the purchasing of technology equipment so that we can essentially put items, especially desktop computers and that kind of equipment on a schedule so that one particular department; I'm not saying that this happens but we want to make sure that we are all ready for sharing our technology on a schedule and not; I don't want to say willy-nilly but making sure that everyone has the latest technology and that we are not buying a new desktop computer for a certain department every year or something like that.

Mayor Flaute: Would that cost money to do a plan like that?

Ms. Christian: Yeah, in a sense that it is going to take staff time and there are some other things that we are going to be looking at for financial transparency and things we are going to be putting on the website. There are a lot of things technology wise; basically the plan is to get a group of individuals from each department and kind of come up with that schedule and make sure that we have a good inventory of our equipment. So yes it will cost money and staff time.

Mayor Flaute: Wouldn't it be a good idea to do that before we moved over there this year?

Ms. Christian: Probably.

Mayor Flaute: Alright, okay. I mean if you've got any money in the budget I would think if you're going to move that would be a good thing to have planned out.

Ms. Christian: So you're saying not to move old equipment?

Mayor Flaute: Basically yeah.

Ms. Christian: I wouldn't say that we are necessarily doing that. We are investing quite a bit into IT equipment for the new building but for instance my desktop computer; there is nothing wrong with my desktop computer and it will be coming over to the new building. We are not really getting any extra staff so the desktop computers that are in the offices or may be in the garage will be coming up here with the individuals that will be using them.

Mayor Flaute: Wouldn't it make sense to go to laptops instead of desktops?

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Ms. Christian: It might and we will be looking at that. Unless you are somebody who is needing that for portability, say Mr. Miller, then probably it would make sense for him to have a laptop with a docking station. But me, I have my phone and I can pretty much do quite a bit of the information that I would need in the field with a phone and I would say that would apply to a lot of other individuals.

Mayor Flaute: Okay.

Ms. Christian: Alright, so the police department, we are estimating \$160,000 for four new vehicles; I believe that would be three cruisers and one administrative vehicle. And then we are investing in the body cameras and we will need to do some upgrading to the video system that we have in this capacity because obviously videos take up a lot of room and we need to make sure that we are backing those up. And as I understand it we will get a discount on our warranty for the systems if we have a more robust backup system as well. So \$35,000 for that. And then in the fire department, they are looking to replace car three with a pickup truck. It will be a benefit because there is a lot of equipment that sometimes is needed for fire scenes that a pickup truck could accommodate. \$45,000 is the estimated amount for that. And then I kind of grouped some of the things that they have been talking about into equipment. We are talking extrication tools and that would be a replacement plus outfitting the two new engines, fire nozzles which I think Chief Carpenter said that some of them were 10 years old, and then water rescue equipment. Sorry Mrs. Reynolds I don't think that includes the boat.

Deputy Mayor Reynolds: My boat.

Ms. Christian: There is some furniture that needs to be replaced at station five and then the SCBA's, we need \$30,000 in grant matching funds and that is a 20% match.

Mayor Flaute: So the \$30,000 is the 20% match?

Ms. Christian: It is the 20% match, yes.

Mayor Flaute: Okay.

Chief Carpenter: That is the estimate. We have to get the RFP out there.

Mayor Flaute: It's not 20% of 30,000. It's \$30,000 that is the estimated 20%.

Chief Carpenter: Correct.

Ms. Christian: And then in the public service department we have \$43,000 for the hotpack dump trailer blacktop box. Now if that is something that we can do in 2015 we certainly will but we wanted to at least have a place for it in the 2016 budget. A slope mower, \$85,000 and then we have requested quotes for Rohrer Park and looking at switching essentially the parking lot and the basketball court. We have requested quotes but unfortunately we did not get them back in time for this presentation but we will be including them in subsequent presentations.

Mr. Fullenkamp: Has Parks and Rec been involved in this conversation?

Ms. Christian: Not yet. They do not have a quorum for the most recent meeting so hopefully this month's meeting in October we will be able to discuss that with them. But yes, they should definitely be involved in that discussion.

Mayor Flaute: So do we have a slope mower now or are we just buying anyone for the first time?

Mr. Miller: We have one but it is probably 15 years old. Last year we invested about \$6000 for repairs so it is getting a little expensive. I think our operations budget would be much better off if we had something that was more reliable. It is probably down more than it is up and running; about 50% of the time.

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Mayor Flaute: Okay.

Ms. Christian: And then at Wright Point, we don't have a lot of data quite yet but like I said some of the renovations here will be booked in the Wright Point fund and so we are looking at that but there will be more information to come from the Wright Point fund. With that, does anyone have any questions?

Mayor Flaute: Alright, are there any questions from members of Council?

Mr. Smith: Real quick, I'll probably direct this to Mr. Miller, what does a slope mower look like? I haven't heard of that phrase.

Mr. Miller: It is designed to go up to 45°, the chair actually tilts as you get an angled elevation. It is a front and mower, it has tandem wheels in the back, they make it in several different varieties and actually we looked at one a couple years ago that was; you could stand on the ground 200 yards away and operate it with a little control box. But this one here that we currently have actually takes an operator to sit on it and operate it. It seems like the reliability has really been; the guys have spent more time repairing it then they did actually mowing, let's put it that way.

Mr. Smith: Okay I'm just trying to visualize what it looks like.

Mr. Miller: Yeah, it's actually orange in color, it was parked back in the salt bin, I'm not sure if it's there or not right now.

Mayor Flaute: Is it an attachment to a tractor or is it is on mower?

Mr. Miller: It has its own power source, it is a little diesel engine and it looks kind of weird if you look at it. It looks kind of like a self-propelled, front wheel drive; is actually the rear wheel but it is a self-propelled mower on steroids and it can go up the hill pretty good. Unfortunately we used it to the point where it is pretty tired right now.

Mayor Flaute: Any we are not getting a remote control one?

Mr. Miller: Well, that would probably be \$120,000.

Mayor Flaute: That will be cool though.

Mr. Miller: It would be. The one that they have is a tank and it actually looks like a little tank.

Mr. Fullenkamp: So you will you keep the old one? Will we keep it is as a backup or maybe refurbish it?

Mr. Miller: We probably will. I kind of hate because of the age to spend too much more money. You get something that is over 10 years old and you start losing the ability to get replacement parts for it. We may put it on a government auction it just depends. We have very limited space to store anything is part of our problem.

Mr. Fullenkamp: So I have a question for the Chief in terms of police cars, what cycle are we on in terms of patrol cars? Which cars are we going to be getting rid of next year?

Chief Robinson: We have five Chargers still left and the K-9 car. The K-9 car will be the one that is going to go as well as two of the other Chargers which will have; by the time they are gone they will have close to 90,000 miles on them.

Mr. Fullenkamp: So what is our cycle for a car nowadays? How many years?

Chief Robinson: It just depends on the usage of the car. I mean some cars can go three years and some cars can go five it just depends on the mileage, how much repair we want to do on them. I find that if you get somewhere over 80,000-90,000 miles we are starting to lose more money in the repairs.

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Mr. Fullenkamp: So are we going to be a Ford shop or are we going to look at other vehicles?

Chief Robinson: Ford. I don't see any reason to change at this point.

Mr. Fullenkamp: Okay, so we've not had any problems with the new Ford vehicles?

Chief Robinson: Please Sir don't jinx anything.

Mr. Fullenkamp: Do we have any problems with the Dodge vehicles?

Chief Robinson: Well with the Dodges when they get up in the years they start having a little more problems with the Dodges from what I understand.

Mr. Fullenkamp: But we don't have that experience yet with the Fords?

Chief Robinson: No.

Mr. Fullenkamp: I'm always wondering if it is a good idea to go all in on one brand or whether you should hedge your bets a little bit.

Chief Robinson: Well Ford has had such a good; the product for Ford has always been good. The Crown Vics were use for umpteen number of years and the LTD before that so Ford has always put out a good product for law enforcement. So far I haven't heard anybody that has had complaints about the SUVs.

Mr. Fullenkamp: Is there a reason to go with all SUVs; is there any reason not to have some sedans?

Chief Robinson: There is really no reason to go; I don't think the gas mileage on the vehicles are that different. It does give us more room in the SUVs in the back of those. Obviously this sedans have a trunk but they are easier to access the back of the SUVs.

Mr. Fullenkamp: What is the cost differential?

Chief Robinson: \$1000 or something like that. Maybe \$1500.

Mr. Fullenkamp: Okay thanks.

Mayor Flaute: I've always heard for the last 20 years that we cycle them out every three years with 80,000 miles to 90,000 miles on them and we need to do that because they wear out. But you know cars have improved so much in the last 20 years. I just can't believe that we can't keep them a little longer.

Chief Robinson: Well here lies the problem, when you're talking about a car that has 80,000 miles to 90,000 miles on it it also has a bazillion idle miles on it too. So it sits there for a lot of time and they are out there just idling. The engine is still going and so that's the problem with that. From where I came from, I ran cars that had 100,000 miles to 130,000 miles on them but there were times where I would spend in a year's time on one vehicle \$2500-\$5000 for repairs. So you have to figure in that cost factor when you're looking at buying a newer vehicle that you are not going to do that with where you are just going to change the brakes and tires on it.

Mayor Flaute: I understand that. So I guess I trust you guys know what you are doing. I know that cars have improved so much and we have never change that schedule. Well one year we did because we ran out of money or something but we've never changed that schedule.

Mr. Fullenkamp: Have we done a cost analysis on holding them for another year and really seeing it is a wash; a gain or a loss?

Chief Robinson: I haven't done one here. Like I said from my experience it always between that 80,000 miles to 115,000 miles it seem like I was always spending more money on that vehicle.

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Mr. Fullenkamp: I hear you but there are ways to evaluate that cost and the benefit of that. I mean there is a cost benefit analysis that says at this many miles we will get rid of them but if we can keep them for another year and spend the money on other issues that the city needs to address. I think what the Mayor is saying make some sense. Rather than just working off past experience maybe it is time to start looking at the true cost of really what the risks are and benefits are. That's all I'm going to suggest. Thank you.

Mayor Flaute: What car are we replacing that is not a patrol car? There was one car in there that was a non-patrol car.

Ms. Christian: That was an administrative vehicle.

Mayor Flaute: Which car was that?

Chief Robinson: That is the oldest one that we have for the detectives and it has around 80,000 miles on it right now.

Mayor Flaute: What year is it?

Chief Robinson: I don't know. Maybe a 2006 or 2005.

Mayor Flaute: But it doesn't get the punishment that our patrols cars get.

Chief Robinson: It does not.

Mayor Flaute: Okay. Just think about that. Okay, any other questions?

Deputy Mayor Reynolds: Chief Carpenter I want to talk about my boat a little bit. What color is it going to be? Blue and white? No, really Chief what kind of water rescue equipment are we going to be purchasing?

Chief Carpenter: There are throw bags, there are wetsuits, other life-saving type tools that you can use from the shore. I don't have the list in front of me but I know that it is about seven or eight different items.

Deputy Mayor Reynolds: Our firefighters that will be using that equipment of course will be trained in any use of that equipment?

Chief Carpenter: Yes.

Deputy Mayor Reynolds: It is everything we need because I want when we open up that dock to be prepared for whatever happens so you have researched and know?

Chief Carpenter: Yes. One complete set is roughly around \$6000. There is a wide variety of different tools and items. Now the wetsuits, we are not going to have a wetsuit for every individual but we will have some in varied sizes and then the other thought is through our operations we are going to increase training and get them certified as far as the shore based rescue and then have some certified for the swift water and they can work with the local boat teams, so that's the plan.

Deputy Mayor Reynolds: Is that training done locally?

Chief Carpenter: Yeah, Huber offers it, Wright Patt offers it. Wright Patt has a boat. I'm not sure how often they use it.

Deputy Mayor Reynolds: When we borrow it let me know. Thank you Sir.

Mayor Flaute: Any other questions from members of Council? When do you think we will have our first meeting at the new building? Do we know that?

Ms. Christian: We are looking at I believe it is the third week of November for the move and I think we have a meeting on the 19th or 20th so that is a possibility.

Mayor Flaute: November 19th yes.

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Ms. Christian: That is a possibility but it is more realistic that it would be the first meeting in December.

Mayor Flaute: I will be able to conduct a meeting there for sure anyways. Very good.

Deputy Mayor Reynolds: Ms. Christian, when will we start getting packets that we can start looking at and filling in some blanks?

Ms. Christian: We will probably start at the next meeting. It is getting close. I assume you meant budget packets.

b) DISCUSSION: City Records and Storage

Mayor Flaute: Alright the next thing is our city records and storage. I was the one that put this on the agenda because of the discussion that we had had with the Clerk and among ourselves that we need to look at our storage facility and make recommendations as to what to do about that. So at this time I will open the floor up for discussion. If there is anyone that would like to start the discussion on what their thoughts are on moving the records?

Mr. Smith: Where do we have the records now?

Ms. Christian: It is an off-site storage.

Mayor Flaute: In West Chester or something.

Ms. Christian: Yeah. I believe it's called Access but it used to be called Cintas. It is somewhat local but it is off-site.

Deputy Mayor Reynolds: Do we know how many boxes we have there?

Ms. Christian: We have nearly 1300, 1250.

Deputy Mayor Reynolds: I beg your pardon?

Ms. Christian: We have nearly 1300 boxes.

Mayor Flaute: How big are the boxes?

Mrs. Lommatzsch: They are computer boxes. I've seen them.

Ms. Christian: Most of them are legal sized like a legal banker sized box.

Mrs. Lommatzsch: I've seen those boxes. There used to be a bunch of them here.

Deputy Mayor Reynolds: Do you have any idea what's in the boxes?

Ms. Christian: We have a database; an Excel spreadsheet essentially where they are labeled and now more modern boxes if you will are more specific in their labeling. Say for instance the 2008 accounts payable or something like that. Now we definitely have quite a few boxes that are miscellaneous township records and miscellaneous village records and miscellaneous anything from 1999, 1996 and that sort of thing. We have a list but it doesn't tell us all of the contents of the box.

Deputy Mayor Reynolds: Mme. Clerk, where you able to gather any information on the cost to have those documents scanned and catalogued?

Council Clerk: No. No I haven't called anyone yet on that.

Deputy Mayor Reynolds: Because I think that is something we need to look into as having those documents scanned professionally, catalogued and then we know what we have and we can decide what to do at that point. I don't know what our retention policy is right now.

Ms. Christian: It really depends. Every department has a schedule basically. We'll use accounts payable as another example; we all have the finance department, the service

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department, the fire department, we all have a schedule and it just depends on what kind of document that it is. For instance, Council minutes obviously are a permanent record. HR personnel files are a permanent record. Contracts are think 15 years after expiration and general correspondence is about a year so it just depends on the schedule. And that is something we do file with the state but it is something that can be changed.

Deputy Mayor Reynolds: Can you get us a copy of the current policy for each department and what we are doing and if we established that policy, why we established that policy. If there is something particular to HR that is required by law that may not be required by the department heads to maintain. If we can know that.

Ms. Christian: Sure.

Deputy Mayor Reynolds: Because I think we may be able to consolidate some things and make it a little bit more manageable.

Council Clerk: I wanted to add on to that about getting a quote. It is kind of hard for me to go out to get a quote right now because I'm not sure what the scope of it would be. I talked to both Mr. Chodkowski and Ms. Christian about what their thoughts were on the process and a lot of those boxes that are in storage; they have a valid point that they don't want someone to go scan them without reviewing them so someone is going to have to go through those boxes to decide whether they need to be scanned or not and at some point they are going to have to go into a database. We just can't scanned them because then you're not in any better shape than you are having boxes because then you have the boxes and then this huge database of abstract stuff. So in order to do a price for it I have to understand what the project is going to be and whether it is going to include a database for these scanned files to go into so that they are titled and make sense. Whether it includes a person to scan them or if we're going to use employees, the kind of timeframe we're looking at. There are a lot of details involved and so that is going to involve more discussion with Mr. Chodkowski and Ms. Christian as to how much data there is out there. I mean we heard there are a bunch of boxes but we don't know if there are other boxes in other departments. I know as far as platted properties or items that Mr. Miller might have he probably has large-scale documents. It is just a very complex issue.

Deputy Mayor Reynolds: And I guess that brings the point to my mind why are there so many boxes in storage? At what point did not someone decide that this could be discarded and they should be kept because we are now in the situation that we have 1300 boxes in a storage unit somewhere in Ohio that we have no idea what's in them; most of them. We don't know what to do with them and Mr. Denning and Mr. Fullenkamp have been involved with a group of people that need information and have not been able to get information because nobody knows where anything is at. So at some point in time we have to do something. At some point in time we have to say okay; and here again I'm using the term cataloging. That may be your data source that you're talking about but until you know what is there I don't know how you are supposed to decide what should be done with it. Then once we know what is there and to have been looking at some things and it is an easy process for people because they can do it by dates. They can do a date timeline and it gives us a person's timeline; city managers, police chiefs, fire chiefs whatever it may be. They can sort it anyway they want to or that we ask for. And as far as money, I know that is something we will have to look at but to me I think we want; right now I don't know anything other than to have the whole ball of wax done.

Mrs. Lommatzsch: If you had seen the stuff that came out of the village of Riverside office building that was over there that was in the basement it is amazing. I'll bet the paper isn't even worth handling.

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Mr. Denning: That's fine but that was over 20 years ago and we have yet to sort through that information to know whether it is valid, whether we need to keep it, whether we need to just scan it so that we could keep it but I think that Mrs. Reynolds is on the right track. We need to go through it. To me you need to go through it first and decide what needs to be kept and not kept and if it is to be kept we need to scan it. I don't want to scan 1300 boxes worth of stuff.

Mr. Fullenkamp: I don't know which way is more efficient though. Whether just go scan it and then you do your sort after you have it scanned or you are handpicking through paperwork.

Mrs. Lommatzsch: The question I want to ask is who is going to decide if this is kept and this is not kept.

Deputy Mayor Reynolds: That is on that policy that she is going to give us which is what I think we would have to base it on.

Mayor Flaute: So what I'm hearing from Council is we want to do something.

Mr. Denning: We need a plan.

Mayor Flaute: We have to do something. We need your ideas and plans on how to do it because we don't know. You are the managers here; you guys are. So we want it done, we want it changed, we need a plan and you need to recommend how to do it. If we use our employees, of course we have several assistants now that could do that but that could take a long time and not be the most efficient way to do it. What I'm hearing is a plan right.

Mr. Fullenkamp: We need a plan.

Mrs. Lommatzsch: Absolutely. But I don't believe that; and this is no dispersion on the employee's but I don't believe you can hand it to these girls and they decide what is kept and what is not kept.

Mr. Fullenkamp: I think we need to have an expert look at the scope of our project, someone that does this as part of their business and says what is the best way to handle this.

Mayor Flaute: This not the first time it has been done.

Mr. Fullenkamp: Well that's right. Whether you thumb through it first and open all the boxes or you just give all the boxes is somebody and say scan them and then you sort after the fact.

Mr. Denning: The planning guy should. Now hold it. He is a project manager of projects throughout the city and this would be a project that he should be able to do.

Mr. Fullenkamp: We don't assign work.

Mr. Denning: I understand that, it's up to you guys but what we want a plan on how to do this most efficiently. The answer is we want it done and if you tell us it is going to take three years with staff to do it or we need to hire an outside company to do it and they can do it in six months or whatever the answer is. The answer is we want these 1300 boxes down to the minimum and then scanned so that hopefully we won't end up with 1300 boxes again in five years. We don't want this to happen again.

Mr. Fullenkamp: Are we adding to the stockpile annually?

Ms. Christian: Yes, we do add to it. There are documents that you have to keep.

Mr. Fullenkamp: As long as they are catalogued.

Ms. Christian: Yes they are catalogued. We did do a purge if you will in 2013 but it was the boxes that had specific labels on them.

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Mr. Denning: Right, so the old boxes are still there. We only did the new boxes.

Ms. Christian: Right.

Mr. Fullenkamp: So what is driving me to think that this is important; I'm just thinking of this from a zoning and a business perspective is I always hear the excuse, we don't know what the existing nonconformity's are and what the terms are and I think the secrets are in these boxes. Now whether that is worth digging out or not; there are other issues; there are certain contractual stuff but the fact that we continue to let this pile up and pile up and not address it; it is time to move on this.

Mr. Denning: The fact that we are paying how much a year.

Mr. Fullenkamp: Well I'm not worried so much.

Mayor Flaute: \$45,000.

Mr. Fullenkamp: It's not \$45,000 a year.

Ms. Christian: No, it's like \$6000 a year.

Mr. Fullenkamp: If we had to spend \$45,000 to get the job done that may be. That may be something that we have to consider and that we would want to stick in the budget.

Ms. Christian: Right.

Mrs. Lommatzsch: Are we talking about all of the township records?

Mr. Denning: Yep.

Mrs. Lommatzsch: Did you ever attend a township meeting?

Mr. Fullenkamp: What does it have to do with anything?

Mrs. Lommatzsch: Well those are these records.

Mr. Fullenkamp: But if they are pre-existing.

Ms. Christian: A lot of the meeting minutes are here.

Mr. Fullenkamp: But if there is information as far as licensing and business conformity issues. We keep hearing, well we don't know. We should know. We probably have the records. And then we know what the rules are for the nonconforming businesses that we have. And then we know when they say, well I am grandfathered in. Well are you or aren't you. We don't have the answer so we have no way to know and sometimes we don't want to know. But that is one aspect that I think is important. There are other things like record-keeping and things like the minutes. If we have all of the minutes I'm fine. But we have properties that were put into business use from the old Mad River and if those were the rules that were in place when they started their business, those are the rules that they have to follow.

Mrs. Lommatzsch: I understand that and it was a lot of the good old boy rules. And I attended a lot of those meetings.

Mr. Fullenkamp: But there is a document some place.

Mrs. Lommatzsch: Not necessarily.

Mr. Fullenkamp: Well if not we have to know that too.

Mrs. Lommatzsch: There are lots of cobwebs out there.

Mayor Flaute: They were short meetings if I remember.

Mrs. Lommatzsch: Very short.

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Mr. Fullenkamp: And there may be some skeletons.

Mayor Flaute: They would read the whole minutes and it took longer to read the minutes than it did for the meeting.

Mrs. Lommatzsch: Well I'm just telling you; I admire what you're trying to do but I went to a lot of those meetings for a lot of years and I'm telling you it wasn't very businesslike. And I'm not putting anything down on the people who were doing it. But I'm just telling you that to go looking for the kind of records that there is not going to be a lot of documentation.

Mr. Fullenkamp: We don't know.

Mayor Flaute: The current rule should address some of those issues. If he's been here for 25 years and our rule say he's been grandfathered in; our current rules should be able to address those.

Mr. Fullenkamp: They can but under what terms is the question. Under what terms is this person an existing nonconforming?

Mayor Flaute: I'm not sure that matters.

Mr. Fullenkamp: Oh I think it does.

Mr. Smith: Yes it does.

Mrs. Lommatzsch: Well then cite a case of how that matters; if it is grandfathered when we became a city.

Mr. Fullenkamp: When you became a city the rules didn't change. They are a pre-existing nonconformity and so that passes through to the city. Those rules didn't change from the zoning perspective.

Mrs. Lommatzsch: I understand that but you can't change it now.

Mr. Fullenkamp: I'm not saying you can but you can know what their pre-existing nonconformity is.

Mrs. Lommatzsch: How much is that worth is my question?

Mr. Fullenkamp: To some neighborhoods a lot.

Mayor Flaute: We need to know what is there.

Mr. Denning: I think I am more concerned about what is there and what the history is and are we storing a bunch of paper unnecessarily or can it be scanned so that we can put all that paper onto a hard drive this big and not have 8000 reams of paper.

Mrs. Lommatzsch: No I'm okay with that part.

Mr. Denning: I guess that's my biggest thing. Let's move into the 21st century.

Mrs. Lommatzsch: Well how many miles of road can you not repair?

Mr. Denning: I think Mr. Curp has a thought.

Mr. Curp: Well several things. First of all somebody already mentioned that this isn't a new situation. This isn't the first rodeo for a lot of entities. When we look at this maybe we should go talk to some people who have experienced this and talk about their best practices. For example, the Montgomery County Clerk of Courts, the Montgomery County Recorder's office they have gone through this whole process over the years. We've probably seen it in the city of Dayton, they have gone through this process. We should talk to those folks and find out from them how they went about slaying the dragon. Certainly we can bring in some consulting firms and they will tell us how 10,000 cities and counties and entities slayed the dragon but these are

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folks who are nearby that we could go talk to and find out how they went about doing this. There are consultants that will do this for us. There are also document management outfits that will handle all this stuff for us in the future if we choose to do that. So that is the first thing. Secondly, I would see if we have some parallel operations going on and how we are going to handle the stuff that's out there and secondly what are our own in-house processes now. Are they working or do they need change. What we need to do with our in-house processes so we don't get ourselves in the situation because as we've heard we are adding to the stack each year. So we can take a look at our document management processes now as far as doing those kinds of things. So I think there are those two things. The third one is this stuff didn't necessarily happen with the township trustees this was under the auspices of Montgomery County, planning and zoning and those folks. When we became a city they transferred all of their files to us; they just gave them to us all the paper files that they had come here. Now I would assume that if we have existing businesses, whether they are old businesses or new businesses, we put together a file on them because everybody has got to have an occupancy permit and those kind of things. I'm assuming we are creating files for these folks. But document the beginning of their existence in the city of Riverside or we should still be carrying the documents for those businesses that existed or came into existence under Montgomery County when this was a township. And I don't know why we wouldn't be able to go out here and find paper files unless we've done something to move them out. I don't know what the cycle is; or the process rather but we should have an active file for every business in this community that has come to us for an occupancy permit, landscaping plans, you name it. Everything that has to do with that business for actually being in existence in the city of Riverside today should have some files because they are still in existence. The businesses are still in existence. Whether they are in existence legally, unlawfully, they are pre-existing nonconforming it doesn't matter. If there are businesses we probably had a file on them at one point in time or another and we should probably still have that file. Maybe stuff got taken out of it because of paging and put in a banker's box to send down to the storage unit. I don't know all I'm saying is we need to take a look at it; that aspect and also our internal processes. And if we have difficulty with doing that then we get a process management consultant that will come in and sit down and work with us in doing that. We brought one in several years ago. That's what he did and in his prior professional life he dealt with process management and we brought him in here to take a look at a number of processes for us and did a great job of dealing with that sort of stuff for us.

Mrs. Lommatzsch: It was all handled downtown because I sat on Montgomery County zoning board. Nothing happened in this chamber about zoning or permits or whatever.

Mr. Denning: But there were some village; the village didn't do that. The village had their own process. Whatever their process was if they had any. That is probably in those boxes.

Mrs. Lommatzsch: I saw that over there.

Mayor Flaute: Thank you Mr. Curp. I think you have our marching orders; what we would like to hear from and we we'll see what comes out of the discussion.

Mr. Denning: I would like this to move along fairly quickly so if we can have an update at the next meeting on what your ideas are or even if the answer is you need more time; more time to figure it out. I'm okay with that but I want to make sure this one isn't getting kicked down the road too many times. We should have a plan together so if we know it is going to cost us \$45,000 next year to get this taken care of we can put it in this year's budget and we are not adding it as an add-on next year sometime. I don't want this to take too long.

Mayor Flaute: Maybe instead of buying that car.

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Mr. Curp: Part of that cost might be the hiring of a retired city employee to come back in and be one of those persons who looks through that stuff.

Mr. Denning: I'm okay with any of that.

Mr. Curp: An outsider that has no links.

Mr. Denning: No vested interest.

Mr. Curp: It's not the vested interest it's the institutional knowledge about what has taken place in this community or in the city operation. So to have them sit down and look through either paper documents or scan digitized documents. They are not sure what they're looking for or what you have in mind for them to look for. I'm not talking about an individual case I'm talking about in general what should be kept and what shouldn't. Somebody perhaps a retired person who had worked here might have some institutional knowledge that might be a person that could be used in the situation like that.

Mrs. Lommatzsch: Because the whole thing was very very different and unusual. The whole coming together, there were no books written about how to do it.

Mayor Flaute: Thank you all. We will be in recess until 7 o'clock to start our 7 o'clock meeting.

ITEM 7: RECESS: The Council took a recess at 6:50 p.m.

ITEM 8: RECONVENE: The meeting reconvened at 7:02 p.m.

ITEM 9: PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE Mrs. Shirley Reynolds, Deputy Mayor led all those in attendance in the pledge of allegiance.

ITEM 10: MINUTES: Consider approval of the minutes of the September 10, 2015 special Council meeting, September 16, 2015 special Council meeting and September 17, 2015 regular Council meeting.

A motion was made by Mrs. Lommatzsch 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 Scorecard

Ms. Christian: You have the city manager's report in your packet. I did want to point out if you haven't been down that way, the Woodman median removal has started. It started on Monday. It is scheduled to be completed next Friday if everything stays on schedule. At this point it is on schedule for that. Unless there are any other questions.

Mayor Flaute: Are there any other questions from members of Council?

Mr. Denning: I did notice that Springfield Street is starting to get chewed up. This is a good thing. We did discuss this with the Base so they know what's going on I hope.

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Ms. Christian: As far as I know, yes.

Mr. Denning: Okay because that is going to be a traffic issue for them. At least Area B until you get finished.

Ms. Christian: Which is scheduled for next week.

Mr. Denning: Okay, thank you.

Mayor Flaute: Thank you. Any other questions from members of Council? Who is paying for the removal of the median on Woodman Drive? Did we collect from the insurance company from the guy who hit it?

Ms. Christian: We did collect insurance proceeds. I don't remember the exact figure off the top my head. Do you Mr. Garrett?

Mr. Garrett: It is not going to cover removal. The insurance wouldn't pay for removing the median they would pay for rebuilding the sign. And of course we have deferred rebuilding the sign so far. I think the insurance paid us something like \$50,000 and they have another \$10,000 that they owe us but they aren't going to do that until the sign is complete.

Mayor Flaute: I see, okay. At least we got something.

Mr. Garrett: It is mostly general city funds.

Mayor Flaute: I have residents that are asking about that. That is good information. Very good. Any other questions? Okay Ms. Manager I will turn it back over to you.

b) Monthly Verbal Updates

Ms. Christian: Alright, I will yield the floor to Mr. Garrett for the finance report.

i) Finance Department

Mr. Garrett: Thank you. I will start like I normally do with the income tax. The report was in your packet. Just over \$4 million in income tax collected through our September receipts which come in the middle of September. That puts us about \$94,000 over our baseline that was project for the year. The income tax credit which is an interest item, we are about \$682,000 for the year collected. Speaking of income tax, RITA started sending out third-quarter tax bills to everybody so my phone will probably start ringing pretty soon. I guess related to income tax also, I spent a lot of time over the last couple weeks going through House Bill Five because we have to have the new income tax ordinance established before January. Along that effort, the OML; and then RITA pretty much took OML and tweaked a little bit and developed a standardized income tax ordinance to implement the requirements of House Bill Five. That still left us to add in the customizations for the city so I sent that down to the law director and we plan to have that revised ordinance on the next Council meeting for you to look at for the first time. It is longer than the current one. And like I mentioned before, we did get our real estate tax distribution in early September. Last time I said we had just gotten it and hadn't had a chance to look at it yet. The assessments came in actually higher than we budgeted it. I would attribute that to people missing the first payment and paying penalties. So overall the assessments were about 1/2% higher than what we budgeted for the year. Also in that real estate distribution, we got some TIF money. \$50,000 came in for the Center of Flight TIF and that is where the hotel is. The hotel is in the TIF so they pay their real estate tax bill to the TIF distribution. The remainder of our TIF receipts is about \$12,000 for the Airway/Woodman TIF. And you notice I didn't say anything at all about the Brantwood TIF. So nothing came in for that.

Deputy Mayor Reynolds: \$12,000 did you say Sir?

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Mr. Garrett: For the Airway and Woodman Shopping Center. So I guess the related item; as you are probably aware, the hotel over here on Springfield Street in the Center of Flight has been in bankruptcy for a while and I guess the sale is imminent.

Mr. Smith: In reference to the hotel, are they current on their bed tax?

Mr. Garrett: No. They haven't paid in many many years.

Mr. Smith: Many many years.

Mr. Garrett: They only paid about three quarters out of the 10 years they were there.

Mr. Smith: Okay, what can we do to recapture that? Is there anything we can do? You say they are in bankruptcy now?

Mr. Garrett: They are in bankruptcy now. They are nearing a final approval of the bankruptcy. During the process their reviewer talked with us and we got them numbers and supposedly folded them into the overall settlement of what they are going to do.

Mr. Denning: So we are on the list of debtors.

Mr. Garrett: I don't know that we are going to get very much.

Mr. Denning: I understand. But something is better than nothing.

Mayor Flaute: We're on the list.

Deputy Mayor Reynolds: Did the court contact you on that bankruptcy Sir?

Mr. Garrett: Well we get; any bankruptcy in the city we get an order.

Deputy Mayor Reynolds: And does the court then affirm to you you're standing for distribution dollars that are received?

Mr. Garrett: We got a notice that they filed for bankruptcy. We get a notice that there are hearings that have happened. And now the latest notice is an itemization of what they plan to sell for a few million dollars or whatever and then pay off their mortgages and then work their way down through real estate tax and a tiny bit for our hotel tax.

Mr. Fullenkamp: So real estate taxes have a higher priority than hotel taxes? Is that what you said?

Mr. Garrett: I don't know if it's a higher priority.

Mayor Flaute: They are in the mix.

Mr. Fullenkamp: So we don't know if it is equal or what it is?

Mr. Garrett: Well I think Montgomery County property tax, they were in arrears on their taxes.

Mr. Fullenkamp: I understand, but you may not have an answer. Maybe property tax and bed taxes will be paid on the same proportion.

Deputy Mayor Reynolds: Mr. Garrett, the audit, when are we going to be having an exit conference? Anytime soon?

Mr. Garrett: I haven't heard anything from them lately. I checked to see if they posted something and they just forgot to tell us.

Deputy Mayor Reynolds: We did not receive as Council; we have not received anything.

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Mr. Garrett: I haven't received anything from them and last month; a week or two before the beginning of last month they said it was in final review but I haven't heard a peep out of them.

Deputy Mayor Reynolds: Thank you.

Mayor Flaute: Any other questions? Thank you Mr. Garrett. I appreciate your service. Moving back to you Ms. Manager.

Ms. Christian: Moving on to the report from the Economic Development Department. Mr. Murray has a handout that I will distribute and I yield the floor to him.

ii) Economic Development Department

Mr. Murray: First on the list is always the car wash. I did check and there is no Dunkin' Donuts going in at that car wash.

Mr. Fullenkamp: But there was in the Dayton Daily News.

Mr. Murray: That's what I had heard and I spoke to the developer and I spoke to the listing agent but Taco Bell is also not going in there.

Mayor Flaute: Oh it's not going in there?

Mr. Murray: Right. About six months ago on a national basis they decided not to make any new acquisitions so it has nothing to do with that site and the developer made that clear to me. It had everything to do with the national director from Taco Bell that they are not acquiring any more real estate. So there is an offer on the property now and the developer does want to purchase it at a lower price. So again that property is in much demand but Taco Bell is not going to go in there. We should see something fairly soon on that. You can see a lot of work going on at Linden Plaza where U-Haul is going in. They are redoing the roof. Because of that Cedarland is closed until October 13 when they will reopen again once a lot of that work is completed. I haven't talked to Mr. Al Schneider since he left this meeting. I emailed him once, I called him once and got no reply so he is definitely in Florida and I'm sure we will hear from him again when he comes back in town. Going down to the other highlighted items we are working on Radiance, that bid packet should be out by October 14 and that is where we will move them to the other building; to the second floor of 5200. Their estimated move-in at that point will be right around the end of February which is little bit longer than we thought but that is the way things are going right now with contractors. Black River did move in and they are very satisfied with that space and are paying their new rents. I'm still waiting on General Dynamics, as you know I issued that letter of intent some time ago and I'm supposed to hear from them very shortly on their renewal. CDO, after much discussion they are going to remain in place. They are just going to renew. We had talked about moving them up to the third floor but they decided that is not what they want to do so they are going to maintain in place which is almost better for us because now we are not spending tenant improvement money. We have two tenants looking to expand and just as we had talked for a long time, the smaller defense contractors are becoming prime contractors. So Dynetics which has been in the building now for about eight years, they are almost doubling their space. The other one that is expanding is Treble One and they are bringing on three new engineers for their location. So those little guys that we had talked about are getting bigger and that is something we foresaw some time ago. We did have a new tenant walked through and they are looking for the fifth floor and I should have something on that for you for next time. So this will be occupying half of the fifth floor. The food truck meeting, we had the food truck meeting September 29. It was with the Dayton Food Truck Association, we had two food truck vendors there getting a plan together on how to service Wright Point and we should have something going on in about three weeks so that is a very good thing.

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Mayor Flaute: That's good.

Mr. Murray: I had that meeting with Wright Brothers Institute as well so we are trying to coordinate their larger events with the food truck rallies so they can service those people and encourage the food truck vendors to show up. On down to maintenance. As you know the rooftop units are in and are in place. We also had a new drainage area constructed. We had some flooding in a different area of the parking lot. That was because there were a number of drains that had plugged and he did away with the drains. Joe's landscaping just basically dug a trench which was the cheapest way to go and fill that in with a real nice attractive river stone so now we will not have any more drains stuck or getting stopped up there. It will flow naturally into a drainage area. Sonitrol is complete, we have new security all around there and now we're trying to get them connected to the internet. That will still be a couple of weeks because of where their information is located and how we get it to the internet connection that we've got over there. We are going to be purchasing the new fire panel for 5100 Springfield as well as 5200 and that will be a Simplex panel. We are a couple of weeks away from getting that installed right now. And I did meet with Harrison Township in regards to the new well field legislation and they are very much on board with 90% of what we had talked about. I still have to talk to Vandalia and to Huber Heights. But again we are trying to build a coalition there to address some of the issues that we have with Dayton. One thing I left off your list is the Puerto Rican restaurant that is on Linden did finally go out of business and we have a brand-new restaurant in that location. The guy spent a lot of money to bringing it up and it looks 100% better than what it was before. The name of the restaurant is Al-Mandi and it is an Arab style/Mediterranean restaurant. That's all I have and I didn't find out about McDonald yet so I will still have to make that call.

Mayor Flaute: So is that new restaurant open?

Mr. Murray: It is open. It opened about two weeks ago and again it is very well done. The guy has spent a lot of money to really freshen up that space. If you were in there with the Puerto Rican restaurant it had a ways to go to make everybody feel comfortable and this one makes everybody feel very comfortable. It is very bright and open in there.

Deputy Mayor Reynolds: He worked on that for about a month. He was really in there a lot.

Mr. Murray: Yep.

Mrs. Lommatzsch: Its not Puerto Rican.

Mayor Flaute: No not anymore. It's Asian now?

Mrs. Lommatzsch: No, Mediterranean.

Deputy Mayor Reynolds: Mr. Murray, CDO, I thought they were really looking to grow somewhat. Were they unhappy with something or just a business decision?

Mr. Murray: It is a business decision because what we found as we went through and we tried to discuss this with his people is that there were a lot of rooms there that ended up being storage rooms that should have been conference rooms, that should've been offices. So just over time he just accumulated so much stuff in areas that were not utilized properly. So no this is a strict business decision on Al's part to limit his overhead and to make more effective use of what he does have and that's it. He is very happy with the location and supportive of Riverside.

Deputy Mayor Reynolds: Thank you.

Mayor Flaute: Okay, any other questions for Mr. Murray? Thank you, thank you for your service. Back to you Ms. Manager.

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iii) Administration Department

Ms. Christian: I have a few updates for administration. As you know we have a vacancy in our city manager's office for the part-time administrative assistant. Kathy Bochenek has now assumed the role of the full-time records clerk. So we did interview a candidate earlier today whom we had previously spoken with when we had the opening a few months ago and pending any background checks we will be making a decision next week. So hopefully that will go pretty quickly for us. The waste collection contract is in the hands of the law director right now and she is reviewing it. Hopefully I will hear some comments back from her yet this week. And then the city manager and I will be reviewing it with Republic Services next week. And then I am also meeting with our health insurance broker next week. Speaking of budget, it's that time to get all that information together as well, so here's hoping for a good renewal for 2016. And then those employees that are celebrating their anniversary's in October are:

Carl Schneider	PT FF	11
Officer Michael Safriet	Police	10
Officer Steve Perfetti	Police	10
Bob Murray	Econ Dev Dir	9
Officer Christine Krueger	Police	9
Officer George Stamper	Police	9
Ashley Brewer	Firefighter	7
Officer Kyle Treon	Police	4
Tyler Bever	PT FF	3
Jeremy Leist	PT FF	3
Kyle Blankenship	PT FF	2

Ms. Christian: Evidently it is a popular month to hire police officers but we won't be doing that this year.

Mayor Flaute: It does seem like we are keeping people longer and that is a good sign; a good tribute to you guys that we are keeping our employees. So very good. Anything else?

Ms. Christian: That's it unless anyone has any questions.

Mayor Flaute: Any questions for the Manager? Seeing none thank you for your service. Ms. Manager I will yield it back over to you.

Ms. Christian: Alright I will yield the floor to Mr. Taylor to speak about Planning and Program Management for the month.

iv) Planning and Program Management Department

Mr. Taylor: Thank you. I wanted to talk about City Hall. We are coming up on the completion date. We've kind of got it penciled in for the move in date of lucky November 13 which happens to be a Friday just to make it a little more challenging I guess. So what you see in front of you here; I'm not sure the best way to present this. I don't have any cool technology like everybody else. Basically what I put together here is; a lot of this is from our architect and then from our furniture vendor and so as it is coming together and we had the tour three or four weeks ago where it was mostly studs, now we have drywall, they are finishing the seams in and the offices that were existing they are already putting paint up and it is moving along beautifully. So I thought instead of bringing everyone over there because they have all hands on deck trying to get it finished because they have 19 days I thought this would be the best way. And so what we have here is the large color here that is kind of gray, that is our main color throughout the entire building. With the LED lights in the space it looks

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much better. In here it looks a little more gray but out at the site it is a cleaner and crisper color I think. And then each office has an accent color which is the darker gray. The accent color is in all offices. It is also behind; this is a fantastic picture from our architect, I apologize, behind Council will be this darker gray. It is a good-looking color.

Mrs. Lommatzsch: A dead color.

Mr. Taylor: What's that, dead? It's a good-looking color, it's beautiful. For a gray is a great looking color. So when I say accent wall, when you walk into an office when the door opens to the right is the wall that you would see and then the rest would be this lighter gray. Our doors will also be this color. I haven't seen that on them yet but they have the primer up. So I haven't taken pictures because the primer on the wood doors would just set a bad tone for everyone. And so the commodore blue is the accent color that will be on our wing walls and will also help bring in the dais. I'm working with a company that is going to create a really great sign; sign is probably not the best word but it is a design; it is kind of going to be our logo with just the waves and it will be backlit and cut through so it will be kind of a shadow box effect. I'm hoping to get some renderings of that in the next couple weeks. So that is something I can share with you again before it happens and get some input on. So following with that, in certain places we have the systems furniture which is only; if you remember from our tour this is back behind where the assistant city manager's office and the city manager's office and economic development director's office is. We have four seats back there so it kind of looks like this. It is almost an identical set up but instead of having this yellowish color we will have this more blue.

Mrs. Lommatzsch: You call that blue?

Mr. Taylor: Is it gray? I didn't pick these, I'm colorblind.

Mr. Fullenkamp: Seriously?

Mr. Taylor: Yeah.

Mr. Denning: You had an interior designer take care of that.

Mr. Taylor: Yeah, I don't have the classes to be an interior designer. It would be bad. This sheet here is the countertops for the workspace which also matches the existing large windowsills. So we will have some consistency throughout. And I think the greatest thing is our desks. Each office has these and you can come up to get a closer look but they are kind of a horseshoe-shape with these kind of brushed handles and it is gorgeous mahogany furniture.

Mr. Denning: It is going to last you 40 years.

Mr. Taylor: Hopefully.

Mr. Curp: How come the desk furnishings are gorgeous mahogany and the Council dais is blue?

Mr. Taylor: That is an excellent question.

Mr. Curp: Something a little more professional.

Mr. Taylor: I think the rendering here doesn't do this justice because what we really have is custom casework. And with the custom casework you will have this blue and white; I'm going to use the word linoleum but that's not the right word, to kind give us that Riverside blue. And then it will be inlaid with an LED rope light so that when we put the logo in there it will give us a really good effect. I can see you are not buying that.

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Mr. Curp: I'm just not into blue. I don't think blue gives off that professional air. We had this blue here and I suppose that is passable but when you have a blank slate and you were able to take a look at what we can do to improve the professional image I don't know that anybody up here as a group got asked about whether we wanted blue and blue doesn't do it for me. Especially that color of blue.

Mayor Flaute: That color blue maybe.

Mr. Smith: Yeah that's pretty loud.

Mr. Fullenkamp: That is our old blue. It is probably closer to that?

Mr. Taylor: Yes. So this is Sherwin Williams commodore blue which should be the same as our Pantone 281 blue.

Mr. Fullenkamp: That we use on the police cars.

Mr. Taylor: Yeah and that we use on our logo and our signs.

Mr. Fullenkamp: That's our old color.

Mr. Taylor: Isn't that the Pantone 281?

Ms. Christian: That panel on the wall right now, no. I would not say that that is 281.

Mr. Fullenkamp: But that is similar to what you have in the drawing.

Mr. Taylor: And this blue here is the actual blue because when he does his computer renderings he is limited to so much. And so this matches our Pantone 281.

Mr. Fullenkamp: So you think that is going to be the color for the dais?

Mr. Taylor: I believe so yes. When we get coats on there; it's not built yet we can see what it that is going to look like.

Mr. Smith: Is it going to have any wood on it at all?

Mr. Taylor: No all of the casework will be encased in a laminate. It is a clean look; I don't want to say it is sterile or plastic. This is something the architect put together.

Mrs. Lommatzsch: Plastic. Laminate is plastic.

Mr. Taylor: It could be. What the material is; I'm not sure what this is.

Mr. Fullenkamp: Like a Formica. It is probably Formica.

Mrs. Lommatzsch: A fancy name for plastic.

Deputy Mayor Reynolds: And the flooring is what Sir?

Mrs. Lommatzsch: That carpet up there.

Mr. Taylor: Oh yeah the flooring. So this is what we will be doing throughout which is our carpet tiles. What is really great about these is this is the actual size. When we get closer we can talk about different layouts so we can run this in all one direction, we can turn it where we can do random. I think this picture here shows it all striated in one shot and I think I like that the best. What makes this great is this will come in boxes and we can store this so if we spill coffee or anything these peel up.

Mrs. Lommatzsch: You can replace these when they are damaged.

Mr. Taylor: Yeah you don't have to call somebody. Anyone can peel this up and put a new tile down.

Mr. Fullenkamp: Just don't put that in the bathroom.

Mrs. Lommatzsch: There is no bathroom remember.

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Mr. Fullenkamp: Oh did we pull that?

Mr. Taylor: We did pull that. So in the break room we have the VCP tile and everything will be ringed in this color here. Anyways, that's pretty much it.

Mrs. Lommatzsch: It all looks pretty dark and pretty drab and pretty dead.

Mr. Taylor: It's not. This lighting in here doesn't do it justice because this totally looks like depressing gray. Right it looks like that right? In the space with LED lights or with the sunlight on it it is a completely different color.

Mr. Fullenkamp: So what is that color below there.

Mr. Taylor: This is the frames on our doors so you will have the contrast between the two.

Mr. Fullenkamp: And the doors will be the gray.

Mr. Taylor: This darker gray. Yeah I made that same face.

Mayor Flaute: Yeah I'm not sure, I kind of like the color of those doors and looking at them in that gray, but okay if you say so.

Mr. Fullenkamp: I'm sure all of the employees had a say in this.

Mr. Taylor: We took votes and then we took what the interior designer said.

Mayor Flaute: Okay you guys have to work there.

Mr. Taylor: If we want we can make another scheduled visit out there; if you want to do that.

Mrs. Lommatzsch: How about prior to the next meeting like we did last time.

Mr. Denning: The 15th.

Mr. Taylor: That will be right before we get in. We can do that.

Mrs. Lommatzsch: 5 o'clock like we did last time?

Mayor Flaute: Okay. Very good.

Deputy Mayor Reynolds: Looking at the workstation and you indicated that this workstation was a four-person.

Mr. Taylor: Yeah and then we have a three person out front as well so there are seven.

Deputy Mayor Reynolds: My concern is I'm looking at the size of that right now and people being on the telephone. Is there going to be interference in those phone calls if each person is on a phone call at the same time. The background noise is terrible sometimes.

Mr. Taylor: To give you scale, so where we are at now the front counter, the next workstation would actually be closer to the printer so they actually have more space than what they have now. Once we fill that up with four people you will have a second person closer to you but I don't think that will be an issue. That's the great thing about the systems furniture with the fabric and the sound dampening it quiets it down.

Deputy Mayor Reynolds: But there's not a panel between each workstation from desk to 4 foot.

Mr. Taylor: Correct. So you would have, if I was working here at my desk, 6 feet over I would have another person. That's if all four of them were working. With the occupancy right now they would be about 15 or 20 feet between the two current workers we have now to fill the spaces.

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Deputy Mayor Reynolds: And the only reason I ask is to a caller hearing that background noise you feel like that person is not paying that much attention to you because of so much going on.

Mr. Taylor: And then the walls will separate because they will be in that larger area where you have the offices around them. With that I don't think it will be a problem.

Mrs. Lommatzsch: The carpet is nice.

Mr. Taylor: Thank you. That's all you like?

Mayor Flaute: I haven't seen the rest.

Deputy Mayor Reynolds: I like the blue and gray scheme. It is very nice.

Mayor Flaute: I have a question maybe for Council or maybe for the Manager. Could we put some kind of time capsule in the Council chambers? Maybe ask the historical society to maybe write something up or maybe Council would like to put something in a bottle and put it in the thing. Is that silly or do you think that is something we want to do?

Mrs. Lommatzsch: I'm thinking a box.

Mr. Fullenkamp: It's not like you're in a church you know. A cornerstone of a church.

Mayor Flaute: When I was over there I threw two of my cards into the wall. So I don't know if that is something that we want the historical society maybe to do; to put a time capsule and tell them what Riverside is like.

Mr. Denning: Build it into the dais.

Mayor Flaute: Yeah I'm thinking yeah.

Mr. Denning: We will take the record of that and put it in all those records and we'll go down and hide it and see if they find it.

Mrs. Lommatzsch: What are you going to put in it?

Mayor Flaute: I have no idea.

Deputy Mayor Reynolds: Right and I think that is the important question. What would be important in 100 years from now for them to know the reason that Council placed this time capsule in their chambers.

Mrs. Lommatzsch: That building won't be there in 100 years.

Deputy Mayor Reynolds: Will we put a proclamation of moving?

Mayor Flaute: We could.

Mrs. Lommatzsch: Are you going to put your thumb print? What is it you're going to put in there?

Mr. Smith: We could put a picture of Council.

Mayor Flaute: I was thinking it would be nice to have a time capsule but if you guys don't want it. Think about it and let me know. I think the historical society would enjoy doing something like that, it would be very professionally done. It wouldn't just be a thumb print of everybody from Council.

Mr. Taylor: You want to make a decision on that quick because they are all dry walled and they've already put in the seams. If you want to put that in the dais that is removable anyways but if you wanted to put it in a wall or something like that.

Mayor Flaute: Yeah I know a wall would be pretty tough.

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Mr. Taylor: We could do that and they would accommodate us for that I'm pretty sure but we would want to do that before they get pain up on the walls.

Mr. Denning: If we were building a brand-new City Hall and we wanted to put it in a cornerstone I would say absolutely.

Mayor Flaute: We are going to have a plaque or something that says when it was built and all of that on display.

Mr. Denning: But if we're not doing that.

Mayor Flaute: Like we did for the fire department. Like when we built the fire station don't they have a plaque?

Mr. Curp: That was a brand-new building.

Mayor Flaute: Oh so we are not to have anything like that?

Mr. Curp: We could get a waterproof box and dig a hole out in the flower garden.

Mayor Flaute: We could do that. That is one idea.

Mr. Curp: I applaud your enthusiasm.

Mayor Flaute: Alright, if anyone changes their mind let me know. I thought it was a good idea. Very good. Thank you Mr. Taylor, I appreciate it.

ITEM 13: PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments.

ITEM 14: UNFINISHED BUSINESS

a) ORDINANCE

- i) Ordinance No. 15-O-583 an ordinance amending Chapter 931 of the Codified Ordinances of the City of Riverside. (Second Reading and Consideration of Approval)**

Ms. Christian: This is an ordinance to amend chapter 931 of the codified ordinances for the city of Riverside.

A motion was made by Deputy Mayor Reynolds to approve Ordinance No. 15-O-583. Mr. Denning seconded the motion. The clerk read the ordinance by title only. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

- ii) Ordinance No. 15-O-584 an ordinance repealing Chapter 147 of the Codified Ordinances of the City of Riverside. (Second Reading and Consideration of Approval)**

Ms. Christian: This is an ordinance to repeal chapter 147 of the codified ordinances.

A motion was made by Deputy Mayor Reynolds to approve Ordinance No. 15-O-584. Mr. Smith seconded the motion. The clerk read the ordinance by title only. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

ITEM 15: NEW BUSINESS

a) ORDINANCE

- i) Ordinance No. 15-O-585 an ordinance to make supplemental appropriations for current expenses and other expenditures of the City of Riverside, State of Ohio, for the period January 1 through**

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December 31, 2015. (First Reading, Second Reading and Consideration of Approval)

Ms. Christian: This is an ordinance to make supplemental appropriations to the 2015 budget and we would request that you approve it tonight.

Mayor Flaute: So were going to approve it tonight?

Ms. Christian: Yes.

Deputy Mayor Reynolds: And it will be an emergency for what basis?

Ms. Christian: Well because it's an appropriation we don't have to have the emergency clause attached to it.

Mr. Fullenkamp: So we are going to do a first and second reading?

Ms. Christian: Right.

A motion was made by Deputy Mayor Reynolds to approve the first reading of Ordinance No. 15-O-585. Mr. Denning seconded the motion. The clerk read the ordinance in its entirety. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

A motion was made by Deputy Mayor Reynolds to suspend the rules between the first and second readings. Mrs. Lommatzsch seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

A motion was made by Deputy Mayor Reynolds to approve the second reading of Ordinance No. 15-O-585. Mr. Denning seconded the motion. The clerk read the ordinance by title only. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

b) RESOLUTIONS

i) Resolution No. 15-R-2096 a resolution authorizing the City Manager to submit applications for Federal MAP 21 Funds through the Miami Valley Regional Planning Commission.

Ms. Christian: This is a resolution to submit two applications, one for Springfield east and one for Airway east to the corporate line for the Federal MAP 21 funds through MVRPC.

A motion was made by Mr. Denning to approve Resolution No. 15-R-2096. Mrs. Lommatzsch seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

ii) Resolution No 15-R-2097 a resolution by the Council of the City of Riverside, Ohio advancing \$200,000 from the General Fund to the County Grant Fund.

Ms. Christian: This is a resolution to advance \$200,000 from the general fund to the County Grant Fund. It is for the ED/GE project which is reimbursable.

A motion was made by Deputy Mayor Reynolds to approve Resolution No. 15-R-2097. Mr. Smith 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-2098 a resolution authorizing an increase in the hourly wage rate paid to the Clerk of Council effective September 2, 2015 and repealing all resolutions in conflict with this resolution.

Ms. Christian: Per the request of Council this is an authorization to increase the hourly rates for the clerk of Council effective September 2.

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A motion was made by Mrs. Lommatzsch to approve Resolution No. 15-R-2098. Deputy Mayor Reynolds seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

iv) Resolution No. 15-R-2099 a resolution recognizing the Riverside Fire Department and Riverside Jaycee's "Firefighters 5K Challenge" as a function that promotes the public health, general welfare and contentment of the citizens of the City of Riverside.

Ms. Christian: This is a resolution recognizing the Riverside Fire Department and Riverside Jaycee's Firefighter 5K Challenge as a function that promotes the public health, general welfare and contentment of the citizens of the City of Riverside.

A motion was made by Mr. Smith to approve Resolution No. 15-R-2099. Deputy Mayor Reynolds seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

v) Resolution No. 15-R-2100 a resolution authorizing the City Manager to enter into a lease/purchase agreement for six Toshiba digital copy machines under the state of Ohio Cooperative Bid Program.

Ms. Christian: This is our resolution to authorize the city manager to enter into lease/purchase agreement for six new copy machines under the state bid program.

A motion was made by Mr. Denning to approve Resolution No. 15-R-2100. Mr. Smith seconded the motion.

Mr. Fullenkamp: Do we know that the state cooperative purchasing agreement offers the best deal? Can we check? I know we checked when we did the mower deal and we found that we could get better pricing outside of the cooperative. Is there a reason why we don't at least go down that road and see if we can get a better deal?

Ms. Christian: We talked to some folks but it appeared that the state bid pricing would be the way to go for this one.

Mr. Fullenkamp: Because I realized we saved quite a bit of money for the mowers for the service department and I don't know if there would be similar deals available outside of the cooperative bid program.

Ms. Christian: It is somewhat similar and we do get some favorable terms like being able to keep the machines afterwards. The machines that we have right now have been ours for three years so we've been able to reap the benefit of them with only having to pay for the maintenance so we would anticipate being able to do that with these ones too hopefully.

Mr. Fullenkamp: Alright, I just had ask. Thanks.

Mr. Curp: Why do we need six?

Mrs. Lommatzsch: I was going to say, where are we putting six copy machines?

Mr. Curp: What size are they?

Ms. Christian: It depends. Not all of them are the same size. So there will be a color machine that is somewhat similar to the machine that we have right now for the police department that will replace the black-and-white machine that they have here. There will be a small machine in the service and fire departments here; station five and the service department. There will be a very small machine that is color at station six because they have no color printing capabilities right now besides a basic inkjet printer

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and that is a lot more costly. And then there will be two at the new City Hall. A black-and-white machine that is pretty small, pretty similar to the machines that are going to be here in the fire department and service department that will be upfront for handling the copying of permits and that sort of thing. And then we will have a very large; relatively very large color machine that will be for the bulk of the rest of administration work, for making Council packets and doing all of that. I will note that these are all scanners and they will all scan with the optical character recognition. You can literally put a PDF document or any kind of document in there and scan it and you can make it into a Word or an Excel or any of those documents instantly. So that will be very nice and all of the copiers will be networked. I have decreed that no one besides probably the clerk of Council because of the printing of the resolutions and ordinances will be allowed to have a desktop printer because they are so much more expensive than what we get with these copy machines. Unfortunately at this point we still do have some folks that use desktop printers and that will go away.

Mr. Denning: So these are not just copiers they are network printers also.

Ms. Christian: Yes.

Mr. Fullenkamp: I'm curious how you came up with the determination that desktop printers are so much more expensive especially laser printers nowadays that are about \$200 a piece.

Ms. Christian: I mean I will admit that I didn't to all of the dollars and cents but just through experience with what we order for office supplies and stuff they get somewhat expensive.

Mr. Fullenkamp: I would say yeah you never want to have an inkjet but maybe a laser printer.

Ms. Christian: Yeah that has been something.

Mr. Fullenkamp: So do we need color at all of these locations? Color is very expensive compared black-and-white.

Ms. Christian: It's not quite as expensive but I would argue that we do.

Mr. Fullenkamp: So you are going to encourage people to go black-and-white?

Ms. Christian: Oh yeah. We set the settings on the printer.

Mr. Fullenkamp: The default. Thanks.

Mayor Flaute: So black-and-white is cheaper?

Ms. Christian: Oh yeah but color has gone down considerably since the last time we did a maintenance contract.

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

Mayor Flaute: The next resolution is 15-R-2101. We are going to do that later, after the executive session.

ITEM 16: PUBLIC COMMENT ON NON-AGENDA ITEMS No one asked to speak for public comments.

ITEM 17: COUNCILMEMBER COMMENTS

Mr. Smith: I would just like to give a shout out to Stebbins High School. The football team is 5 and 0. They are playing Bellefontaine tomorrow night, it is an away game. They have been doing a really good job, the whole team itself is real good this year. I'm very pleased with them. And saying that the program that the school has, has an outdated picture of Council, it has two members in the picture that are not on Council

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anymore so we need to take a new picture for the school. We might want to wait to do that next year after the election but right now it is an outdated photo.

Mrs. Lommatzsch: Very outdated photo and I don't know who is responsible. I did that program for years and it won't change for basketball it will be the same. Just the inside changes.

Mayor Flaute: And normally I get asked about that and I didn't.

Mrs. Lommatzsch: Well your comments are in there.

Mayor Flaute: Are they the same comments from last year because I didn't make any new comments.

Mrs. Lommatzsch: We do need to remedy that picture. I had MVRPC this morning; a meeting and I want to apologize to Mr. Smith, he did go in my stead and I did get there this morning and we did pass the 35 business and we got that off the plate. It goes to Columbus and I don't know, Riverside seems to be a sore point for everybody. We did get an apology today from the folks in Beavercreek. It was kind of an offhanded apology but it was; and its passed so we will go to Columbus on the 13th and watch that process. But I did want to thank Mr. Smith for showing up because I did ask him to and I did not have his email to let him know that I was back in town. Thank you for being there. So you were double represented today.

Mayor Flaute: It was quite an issue and Riverside was not put in a good light on that so I am glad to hear that they did the apology.

Mr. Fullenkamp: So are you recommending Beavercreek or Riverside?

Mayor Flaute: We are trying to represent Riverside.

Mrs. Lommatzsch: My blood runs blue I don't know about yours.

Mr. Fullenkamp: I just remember your first comments when you talked about this.

Mrs. Lommatzsch: I wanted more information.

Deputy Mayor Reynolds: I just wanted to remind everyone that we will be having Candidates Night on October 14. I invite you all and I want to give a thanks to the Chamber for putting a very nice article in their newsletter this week about the Council. A few of you sitting on this dais looked really good in those pictures, really good so keep up the good work. And please share with your friends, October 14 at 7:00 p.m. in this very room. I think it is important to be informed when you need to make a decision as important as voting and hopefully that evening you will have an opportunity to hear and talk with all of the candidates so please try and attend and tell your friends. And thanks to the Chamber.

Mrs. Lommatzsch: Is there any way someone could be here to address the marijuana issue?

Mayor Flaute: I'm working on that. I can get the pro side but I'm having trouble getting the opposition but I put in something with League of Women Voters today and I am also trying to catch up with somebody from the Dayton Chamber because the Dayton Chamber is in opposition to it but I haven't been able to get that done yet.

Mrs. Lommatzsch: It is very confusing because there are two issues to vote on and if you don't vote on one the other is immediately.

Mr. Fullenkamp: Issue two is against monopolies and that was brought forth by the state house in order to block issue three which is yes or no on legalizing marijuana.

Mrs. Lommatzsch: People are very confused about how to vote.

Mr. Fullenkamp: That's why they did it.

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Mrs. Lommatzsch: Yeah, right.

Mayor Flaute: And issue one, not a lot of people are talking about issue one and it is a very important issue.

Deputy Mayor Reynolds: It is very important.

Mayor Flaute: Nobody's talking about issue one either and so I'm trying to help Mrs. Reynolds make that happen so we will work on that.

Mrs. Lommatzsch: Thank you. Because I have had a lot of people ask me to explain it.

Mr. Fullenkamp: Issue two or three?

Mrs. Lommatzsch: Right. Because they are very confused.

Mr. Fullenkamp: Well it will end up in court; if issue three passes and issue two passes this will be in court for a long time.

Deputy Mayor Reynolds: About 50 years.

Mayor Flaute: Okay anyone else? Okay seeing none, we had the Dayton Development Coalition meeting a couple days ago and all they talked about was Wright Patt again and how great Wright Patt is and how important it is to our area. Last night I went to a media and writers forum for the Wright Brothers, it was at the museum last night and everybody who has written books and articles and everything were at this meeting. There were like 50 people there and it was quite a good thing and now they are all going to the Enshrinement of the National Aviation Hall of Fame tomorrow night. It was quite an evening. Candidates Night has been mentioned. I've already done four weddings in the last two weeks. So that's all I have. So is there anything else from members of Council?

ITEM 18: EXECUTIVE SESSION

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

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

Council took a short break at 8:02 p.m. and went into executive session at 8:08 p.m.

Council came out of executive session at 9:01 p.m.

ITEM 19: RESOLUTIONS (Continued)

- a) **Resolution No. 15-R-2101 a resolution authorizing the City Manager to enter into an agreement with the National Development Council for professional services related to achievement of the public goals of developing and implementing community and economic programs within Riverside.**

A motion was made by Mr. Denning to approve Resolution No. 15-R-2101. Mrs. Lommatzsch seconded the motion. With no further discussion a vote was taken. All were in favor; none were opposed. **Motion passed.**

ITEM 20: ADJOURNMENT

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A motion was made by Mrs. Lommatzsch to adjourn. Mr. Denning seconded the motion. With no further discussion a vote was taken as follows: Mrs. Lommatzsch, yes; Mr. Denning, yes; Mr. Curp, yes; Mr. Fullenkamp, yes; Deputy Mayor Reynolds, yes; Mr. Smith, yes and Mayor Flaute, yes. **Motion passed.**

The meeting ended at 9:02 p.m.

William R. Flaute, Mayor

Clerk of Council