

Saturday, May 20, 2017

**ITEM 1: CALL TO ORDER:**

Mayor Flaute called the Riverside, Ohio City Council Special Meeting to order at 9:00 a.m. at the Riverside Administrative Offices located at 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

**ITEM 2: ROLL CALL:**

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

Also present: Mark Carpenter, City Manager and Dr. Bobby Moore, Facilitator

**ITEM 3: EXCUSE ABSENT MEMBERS:**

Mr. Smith arrived at 9:05 a.m.

**ITEM 4: MINUTES:**

Mr. Curp was asked to record the minutes of the meeting.

**ITEM 5: COUNCIL RETREAT:**

Dr. Moore facilitated the Council in the establishment of the following key areas of need for the City and from which goals/objectives are to be developed by the City Manager:

1. Planning
2. Aesthetics of the Community
3. Safe and Inclusive Community
4. More and Quality Amenities
5. Accessible/Quality Services
6. Infrastructure
7. Communication

These key areas were further expanded to provide content guidance. The content in each area is not meant to be all inclusive but is expanded as a means of providing a sense of direction.

**PLANNING**

Good evaluation instrument for the City Manager with identifiable goals and measures.

Good evaluation instruments for the staff. ✓

Use planning tools to plan and manage programs (I.e. PERT with critical path, etc.)

Break planning down into sections/phases to be more manageable. ✓

Saturday, May 20, 2017

### AESTHETICS OF THE COMMUNITY

Involve community organizations. ✓

Give citizens options when giving them zoning violations.

Housing/property repair assistance programs.

### SAFE AND INCLUSIVE COMMUNITY

Avoid using “charged” words. Positive messaging. ✓

Patrol neighborhoods. ✓

Police department hiring eligibility list to provide continuation of coverage/reduce overtime.

Recruit diversity of citizens for involvement ✓✓

### MORE AND QUALITY AMENITIES

Assess what other communities have done to attract and retain amenities (Doctors/medical facilities, Retail)

Health Fair with Fire Department and community services within area.

Provide direction/guidance and resources to boards and commissions I.e. Parks & Rec, CIC...

Accessibility/Quality Services

Quality Assurance process.

Adjust balance: residential/non-residential

Reiterate what is available to our residents in ref to services.

### INFRASTRUCTURE

Street sweeping.

### COMMUNICATION

Community meetings in neighborhoods.

Create more meaningful messages. ✓✓

Increase frequency of messaging. ✓

Encourage community involvement.

Encourage Council involvement (Facebook & Twitter...)

Involve charitable and non-profit organizations in getting message out

Partner with Chamber.

From this work, primary goals were identified and were broken down into the categories of Internal and external goals.

Saturday, May 20, 2017

EXTERNAL GOALS:

5-year budget forecast

Strategic Planning Partner -identify three

Infrastructure Planning & Prioritizing - Prioritize infrastructure spending: top 5 that need to be planned & budgeted for

INTERNAL GOALS

Communication Strategy and Approach

Planning & Program Management - Define role and responsibilities

Audit Current Job Descriptions and Organization Alignment

NEXT STEPS

Next steps and targeted work product completion dates by the City Manager and staff were established as follows:

June 15: Draft of goals and objectives and measures for the Council to use in reviewing progress and/or completion of the goals/objectives

July 20: Development of a work plan with details on how it will be executed: Who will do what? (the weeds).

August 17: Presentation of the final plan and approval by City Council.

The Council expressed the need to have the material In advance of meeting dates in order to be prepared to discuss and ask questions.

**ITEM 6: ADJOURNMENT:**

Motion to adjourn was made by Mr. Denning. A second to the motion was made by Mrs. Lommatzsch.

Roll call: Mr. Curp: yes; Mr. Denning: yes; Mr. Fullenkamp: yes; Mrs. Lommatzsch: yes; Mrs. Reynolds: yes; Mr. Smith: yes; Mayor Flaute: yes. The motion passed.

The meeting adjourned at 1:34 p.m.

---

William R. Flaute, Mayor

---

Brenna Arnold, Clerk of Council