

Pride ~ Progress ~ Possibilities

**Riverside Municipal Building
5200 Springfield Street, Suite 100
Riverside, Ohio 45431**

August 31, 2017

Council Meeting

6:00 p.m.

City Council

WILLIAM R. FLAUTE, MAYOR

**KENNETH W. CURP
MIKE DENNING
STEVEN C. FULLENKAMP
SARA LOMMATZSCH
SHIRLEY REYNOLDS
MICHAEL J. SMITH**

Mark Carpenter, City Manager

Calendar for year 2017 (United States)

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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February

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March

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April

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May

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June

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August

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November

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December

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Jan 1 New Year's Day
 Jan 2 'New Year's Day' observed
 Jan 16 Martin Luther King Day
 Feb 14 Valentine's Day
 Feb 20 Presidents' Day
 Apr 13 Thomas Jefferson's Birthday
 Apr 16 Easter Sunday

May 14 Mother's Day
 May 29 Memorial Day
 Jun 18 Father's Day
 Jul 4 Independence Day
 Sep 4 Labor Day
 Oct 9 Columbus Day
 Oct 31 Halloween

Nov 11 Veterans Day
 Nov 23 Thanksgiving Day
 Dec 24 Christmas Eve
 Dec 25 Christmas Day
 Dec 31 New Year's Eve

Please place all cell phones in silent mode before the meeting begins.

RIVERSIDE CITY COUNCIL

SPECIAL MEETING

**Riverside Administrative Offices
5200 Springfield Street, Suite 100
Riverside, Ohio 45431**

**Thursday, August 31, 2017
Business Meeting 6:00 P.M.**

REVISED

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) EXCUSE ABSENT MEMBERS
- 4) ADDITIONS OR CORRECTIONS TO AGENDA
- 5) APPROVAL OF AGENDA
- 6) PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE
- 7) EXECUTIVE SESSION
 - A) City Manager's Annual Review – Section 103.01(d)(1): *Unless the City employee or official requests a public hearing; to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a city employee or official or the investigation of charges or complaints against a City employee or official.*
- 8) ACCEPTANCE OF WRITTEN CITIZEN PETITIONS
- 9) PUBLIC COMMENT ON AGENDA ITEMS
- 10) NEW BUSINESS
 - A) ORDINANCES
 - I) Ordinance No. 17-O-634 authorizing the City Manager to enter into an Option Agreement for the sale of three (3) acres of real estate. (*Consideration of 1st Reading*) – Moved to September 7, 2017 Meeting
 - B) RESOLUTIONS
 - I) Resolution No. 17-R-2301 recognizing Stebbins High School's participation in "Football for Food" as a function that promotes the public health, general welfare, and contentment of the citizens of the City of Riverside.

II) Resolution No. 17-R-2302 authorizing the City Manager to enter into a contract with the lowest responsive and best qualified bidder, TJ's Property Management, LLC, for the Abatement Services Contract.

11) REPORTS

A) City Manager Goals, Objectives, and Work Plan Approval

12) PUBLIC COMMENT ON NON-AGENDA ITEMS

13) COUNCIL MEMBER COMMENTS

14) ADJOURNMENT

**CITY OF RIVERSIDE, OHIO
CITY COUNCIL COMMUNICATIONS**

MEETING DATE: August 31, 2017

AGENDA ITEM NO(S): 10) B) I)

AGENDA ITEM CAPTION: Resolution No. 17-R-2301 recognizing Stebbins High School's participation in "Football for Food" as a function that promotes the public health, general welfare, and contentment of the citizens of the City of Riverside.

ADMINISTRATIVE COMMENTS: None.

STAFF RECOMMENDATION: It is respectfully recommended that the Mayor and City Council approve the attached Resolution.

FISCAL IMPACT: Donation in the amount of \$250.00.

SOURCE OF FUNDS: N/A

EXHIBITS: None.

SUBMITTED BY: Brenna Arnold, Clerk of Council

APPROVED FOR COUNCIL CONSIDERATION: Mark Carpenter, City Manager

ACTION TAKEN

MOTION:

MADE BY: _____ SECOND BY: _____

FOR: _____

AGAINST: _____

APPROVED () DENIED () TABLED ()

OTHER (EXPLAIN):

COMMENTS/STAFF FOLLOW UP:

17-R-2301

A RESOLUTION RECOGNIZING STEBBINS HIGH SCHOOL'S PARTICIPATION IN "FOOTBALL FOR FOOD" AS A FUNCTION THAT PROMOTES THE PUBLIC HEALTH, GENERAL WELFARE, AND CONTENTMENT OF THE CITIZENS OF THE CITY OF RIVERSIDE.

WHEREAS, the City of Riverside desires to promote the public health, general welfare, and contentment of its citizens; and

WHEREAS, Stebbins High School is participating in the first annual "Football for Food" event; and

WHEREAS, the Council has determined that the objectives of the Stebbins High School's participation with "Football for Food" is consistent with the objectives of the City's desire to promote the public health, general welfare, and contentment of its citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RIVERSIDE, STATE OF OHIO:

Section 1: That the City of Riverside shall obligate funds in the amount of \$250.00 in support of Stebbins High School's participation with "Football for Food" as a means to promote the public health, general welfare, and contentment of its citizens.

Section 2: That the funds aforementioned in this resolution shall be drawn upon Account Number 100.101.5310.

Section 3: That this Resolution shall take effect and be in force from and after the date of its passage.

PASSED THIS _____ DAY OF _____, 2017.

APPROVED:

MAYOR

ATTEST:

CLERK

CERTIFICATE OF THE CLERK

I, _____, Clerk of the City of Riverside, Ohio do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. _____ passed by the City of Riverside Council on the _____ day of _____, 2017.

IN TESTIMONY WHEREOF, witness my hand and official seal this _____ day of _____, 20____.

CLERK

**CITY OF RIVERSIDE, OHIO
CITY COUNCIL COMMUNICATIONS**

MEETING DATE: August 31, 2017

AGENDA ITEM NO(S): 10) B) II)

AGENDA ITEM CAPTION: Resolution No. 17-R-2302 authorizing the City Manager to enter into a contract with the lowest responsive and best qualified bidder, TJ's Property Management, LLC, for the Abatement Services Contract.

ADMINISTRATIVE COMMENTS: None.

STAFF RECOMMENDATION: It is respectfully recommended that the Mayor and City Council approve the attached Resolution.

FISCAL IMPACT: \$15,000.00 additional expenditure, already budgeted.

SOURCE OF FUNDS: N/A

EXHIBITS: Memo.

SUBMITTED BY: Brock Taylor, Planning and Program Management Director

APPROVED FOR COUNCIL CONSIDERATION: Mark Carpenter, City Manager

ACTION TAKEN

MOTION:

MADE BY: _____ SECOND BY: _____

FOR: _____

AGAINST: _____

APPROVED () DENIED () TABLED ()

OTHER (EXPLAIN):

COMMENTS/STAFF FOLLOW UP:

MEMORANDUM

TO: Mark Carpenter,
City Manager

FROM: Brock Taylor,
Director of Planning and Program management

DATE: August 28, 2017

SUBJECT: Nuisance Abatement Services Contract

Cc: City of Riverside City Council

To execute the abatement of certain nuisance properties by cutting grass, minor structural repair, the removal of trash and debris, and other abatement tasks; the department of Planning and Program Management must contract for these services.

During the week of July 17-21 it was discovered that the current contact for services was not supported by a resolution; therefore the abatement services contract was capped at \$24,999 per chapter 139. Due to the fact, that these abatement services typically run closer to \$30,000 to 35,000 all abatement activity was suspended and a competitive bid process was initiated.

We received two bid proposals from; TJ's Property Management and Stanley's Services. While the bids are very close it has been determined, through a review of additional information on billing practices, that TJs is the lowest bidder for Abatement services. It was originally perceived that Stanley's Services minimum billing was for a half hour then in quarter hours thereafter. This was not the case when asked to clarify, Stanley's minimum is for 0.8 hour which is \$40.00 then quarter hours based on \$50.00 per hour after the first hour and thereafter. TJs minimum billing is for one hour or \$40.00 then by the quarter hour based on the \$40.00 per hour. For this reason TJs is the lowest bidder. Attached a resolution to award the Abatement contract to TJs Property management.

This contract is for the remainder of 2017 through 2018 with an option to renew.

17-R-2302

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE LOWEST, RESPONSIVE AND BEST QUALIFIED BIDDER, TJ's PROPERTY MANAGEMENT, LLC, FOR THE ABATEMNET SERVICES CONTRACT.

WHEREAS, the City of Riverside has advertised for bids for Abatement Services; and

WHEREAS, upon review of the bids that were received on August 10th, 2017, it was determined that the lowest, responsive, and best qualified bidder, TJ's Property Management, LLC, was the best lowest bidder.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RIVERSIDE, STATE OF OHIO:

Section 1: That upon review and consideration of the bids that have been received, and in accordance with the recommendation of the City Manager, this Council does herewith determine that TJ's Property Management, LLC, is the lowest responsive and best qualified bidder for the **Abatement Services Contract**. Accordingly, the City Manager is authorized to enter into said contract, and said contract together with all bid documents, shall constitute the entire agreement between the parties.

Section 2: That the Clerk be and is hereby authorized and directed to provide a certified copy of the within Resolution to the City Manager and the Finance Director.

Section 3: That this Resolution shall take effect and be in force from and after the date of its passage.

PASSED THIS _____ DAY OF _____, 2017.

APPROVED:

MAYOR

ATTEST:

CLERK

CERTIFICATE OF THE CLERK

I, _____ Clerk of the City of Riverside, Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution No. _____ passed by the Riverside City Council on the ____ day of _____, 2017.

IN TESTIMONY WHEREOF, witness my hand and official seal this _____ day of _____, 20____.

CLERK