

# Pride ~ Progress ~ Possibilities

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

**February 15, 2024**

Council Meeting

**6:00 P.M.**

City Council

PETER J. WILLIAMS, MAYOR

ANDY BROWN  
MIKE DENNING  
BRENDA FRY  
ZACHARY JOSEPH  
SARA LOMMATZSCH  
JESSE MAXFIELD

Josh Rauch, City Manager

Katie Lewallen, Communications Manager/Clerk of Council

# Calendar for year 2024 (United States)



Council Business Meeting

Council Business Meeting

## January

S	M	T	W	T	F	S
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## February

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## November

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## December

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- Jan 1 • New Year's Day
- Jan 15 • Martin Luther King Jr. Day
- Feb 19 • Presidents' Day
- May 27 • Memorial Day

- Jun 19 • Juneteenth
- Jul 4 • Independence Day
- Sep 2 • Labor Day
- Oct 14 • Columbus Day

- Nov 11 • Veterans Day
- Nov 28 • Thanksgiving Day
- Dec 25 • Christmas Day

# AGENDA

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

## RIVERSIDE CITY COUNCIL

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

**Thursday, February 15, 2024  
Business Meeting 6:00 P.M.**

- 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) MINUTES – Approval of minutes from the February 1, 2024, council business meeting.
- 8) ACCEPTANCE OF CITIZEN PETITIONS
- 9) PROCLAMATION – Career and Technical Education Month
- 10) PUBLIC COMMENT ON AGENDA ITEMS
- 11) UNFINISHED BUSINESS
  - A) ORDINANCES
    - I) **Ordinance No. 24-O-847** – An ordinance repealing Section 125.01 Investment Policy of the City of Riverside Codified Ordinances. (2<sup>nd</sup> reading, public hearing, adoption)
- 12) NEW BUSINESS
  - A) RESOLUTIONS
    - I) **Resolution No. 24-R-2916** – A resolution declaring a 2013 Ford E-150 Cargo Van owned by the City to be surplus and no longer needed for City purposes and authorizing its disposition.
    - II) **Resolution No. 24-R-2917** – A resolution recognizing the Bob Chiles Classic as a function that promotes the public health, general welfare, and contentment of the citizens of the City of Riverside.

*If you need special accommodations to attend this meeting,  
please notify the City of Riverside at least 72 hours in advance by calling 937.233.1801.*

- III) **Resolution No. 24-R-2918** – A resolution authorizing payment of a “Then and Now” certificate in the amount of \$22,135.36 payable to PNC Bank, N.A., for a portion of City of Riverside’s Fiscal Year 2023 bank fees due.
- IV) **Resolution No. 24-R-2919** – A resolution authorizing payment of a “Then and Now” certificate in the amount of \$3,066.27 payable to Stoops Freightliner.
- V) **Resolution No. 24-R-2920** – A resolution authorizing payment of a “Then and Now” certificate in the amount of \$73,615.58 payable to All-American Fire Equipment, Inc., for a repair on a fire department engine.

13) PUBLIC COMMENT ON NON-AGENDA ITEMS

14) CITY MANAGER REPORT

15) COUNCIL MEMBER COMMENTS

16) EXECUTIVE SESSION – 103.01 (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.

17) RECONVENE

18) ADJOURNMENT

MINUTES

**CALL TO ORDER:** Mayor Williams called the Riverside, Ohio, City Council Meeting to order at 6:00 p.m. at the Riverside Administrative Offices, 5200 Springfield Street, Suite 100, Riverside, Ohio, 45431.

**ROLL CALL:** Council attendance was as follows: Mr. Brown, present; Mr. Denning, present; Ms. Fry, present (arrived at 6:01 p.m.); Mr. Joseph, present; Ms. Lommatzsch, present; Mr. Maxfield, present; and Mayor Williams, present.

Staff present were as follows: Josh Rauch, City Manager; Nia Holt, Community Development Director; Kim Baker, Finance Director; Scott Liberman, Law Director; and Katie Lewallen, Communications Manager/Clerk of Council.

**EXCUSE ABSENT MEMBERS:** Mr. Denning moved, seconded by Mr. Joseph, to excuse Ms. Fry. All were in favor. **Motion carried.**

**ADDITIONS OR CORRECTIONS TO THE AGENDA:** Mr. Rauch stated that the developer/applicant who is part of Ordinance 24-O-846 has asked that it be tabled for the time being, so he is pulling that from the agenda.

**APPROVAL OF AGENDA:** Mr. Joseph moved, seconded by Deputy Mayor Maxfield, to approve the amended agenda. All were in favor. **Motion carried.**

*Ms. Fry arrived at 6:01 p.m.*

**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE:** Mayor Williams led the pledge of allegiance.

**MINUTES:** Mr. Denning moved, seconded by Mr. Joseph, to approve the January 11, 2024, work session minutes, and the January 18, 2024, council business meeting minutes. All were in favor. **Motion carried.**

**WRITTEN CITIZEN PETITIONS:** Mayor Williams stated that anyone wishing to speak should fill out a form located in the back of the room, and hand it to the clerk.

**LIQUOR LICENSE – NEW:** Mr. Rauch stated that staff had no objections to the liquor license for EZ Fuel Inc., DBA EZ Fuel Shell, 4700 Linden Avenue, Riverside, OH, 45432. City council did not request a hearing.

**PUBLIC COMMENT ON AGENDA ITEMS:** One petition to speak was turned in. The mayor asked the resident since the item is no longer on the agenda, would he wish to speak during non-agenda items. The speaker agreed that was fine.

## NEW BUSINESS

### A. ORDINANCES

**I) Ordinance No. 23-O-847 – An ordinance repealing Section 125.01 Investment Policy of the City of Riverside Codified Ordinances. (1<sup>st</sup> reading)**

Mr. Rausch stated this is the ordinance that was improperly codified several years ago having to do with the investment policy. They will abide by the state law on investments and revisit the policy question in the coming months.

Mr. Denning moved, seconded by Deputy Mayor Maxfield, to approve the first reading of Ordinance No. 23-O-847. The clerk read the ordinance by title only.

Roll call went as follows: Mr. Denning, yes; Mr. Maxfield, yes; Mr. Brown, yes; Ms. Fry, yes; Mr. Joseph, yes; Ms. Lommatzsch, yes; and Mayor Williams, yes. **Motion carried.**

### B. RESOLUTIONS

**I) Resolution No. 24-R-2913 – A resolution authorizing the city manager to enter into a five-year agreement with Flock Group, Inc. for the Riverside Police Department.**

Chief Robinson stated they have the contract for Flock Cameras and this resolution locks in the rate for the next five years. There is anticipation that the rate will increase a certain percentage, but they will be locked in at the same rate for five years. Mayor Williams asked him to share how the Flock Cameras are used. Chief Robinson stated that they use the cameras every night. They use them in homicides, traffic crashes, and many other events. It is invaluable, and they needed it years ago. It is an amazing piece of equipment.

Mr. Denning moved, seconded by Deputy Mayor Maxfield, to approve Resolution No. 24-R-2913.

All were in favor. **Motion carried.**

**II) Resolution No. 24-R-2914 – A resolution appointing a representative from a legislative authority in Montgomery County to the Montgomery County 9-1-1 Program Review Committee pursuant to Ohio Revised Code Section 128.06(A)(5).**

Mr. Rauch stated this is a housekeeping resolution that allows the council to make an appointee to the Montgomery County 9-1-1 Program Review Committee. The nominee is Mayor Duncan from Oakwood with Mayor Compton from Centerville as the alternate.

Deputy Mayor Maxfield moved, seconded by Mr. Brown, to approve Resolution No. 24-R-2914.

All were in favor. **Motion carried.**



**III) Resolution No. 24-R-2915 – A resolution amending Resolution No. 23-R-2896 passed by the council of the City of Riverside, Montgomery County, Ohio, declaring it necessary to levy a tax in excess of the ten mill limitation.**

Mr. Rauch stated it is a technical correction for the ballot language regarding the police property tax replacement levy. This was requested by the county; it is a typographical tweak to what will appear on the ballot.

Mr. Denning moved, seconded by Deputy Mayor Maxfield, to approve Resolution No. 24-R-2915.

All were in favor. **Motion carried.**

**PUBLIC COMMENT ON NON-AGENDA ITEMS:** Mayor Williams invited Mr. Ziegler to come forward and state his name and address for the record. He asked him to limit his comments to three minutes. Mr. John Ziegler, 4238 Blue Rock Road, Riverside, OH, 45432, stated he had a question about the land use plan as he thought there were two studies that were done. He stated there were citizens and non-citizens in that. He asked if the number of those two studies is equal to or greater than petition by the Forest Ridge residents to stop the development from moving into the neighborhood. He stated he considers himself a local historian as he wrote a booklet on the first settlers of Mad River Township. He stated that in Riverside they have that beautiful farm and different people tried to buy it, but it had never been put up for sale so it could not be bought. He stated it could be the most beautiful barn in Montgomery County and even Ohio. There is a resident there trying to sell it to developers and they talked about developers' rights and his rights. He does not know how many owners there are. He went on to say that it will be hard for the CRA to have the money to move the lines around the area of the farm as there is a lot of limestone around there. He thinks that is why Forest Ridge never built there.

Mayor Williams thanked Mr. Ziegler for his comments. He stated that public comments are for citizens to bring questions or comments to the council and is a part of the record. Typically, council will hand it off to the city manager to find an answer and get it back to council. They enjoy hearing from people and telling them what is on their mind. Mr. Rauch stated they would do the homework and contact him on his question.

**CITY MANAGER REPORT:** Mr. Rauch stated he is hoping to have United Way come and present at the work session; he is still awaiting confirmation. He stated they will also discuss delinquent tax collections and TIF Districts in general. Staff have thoughts on areas in town where TIFs may prove valuable for development. He thanked all of the staff when they had ice and snow; it was a great training opportunity with the new hires they have brought on in the public service department. They have all done a fantastic job getting used to the plows and now are potholing.

**COUNCILMEMBER COMMENTS:** Mayor Williams stated that on Saturday, February 3, Mad River Schools will be hosting the Family Community Summit from 10:00 a.m. to 1:00 p.m. at Mad River Middle School. There will be a number of resource partners in attendance that serve families. Deputy Mayor Maxfield stated there are a number of youth sports programs open for sign-ups, Riverside amateur baseball league and Mad River flag football and tackle football. Ms. Fry stated they had the First Suburbs meeting last week and covered the topic of ransomware attacks. They gave a great presentation on how Huber Heights went through that and brought in experts. They provided good advice on how to fortify the city's own IT network. There is a new executive board on at First Suburbs and they are looking to bring more of the councils into the topics so watch for invitations in their emails. She stated that the February blood drive is on Monday, February 5, 2024, from 3:00 – 7:00 p.m. in the City of Riverside parking lot. Registration can be made by visiting [donortime.com](http://donortime.com) and search for City of Riverside. Mr. Denning welcomed his great-grandson into the world, he was born two weeks ago and was a month early. He is at Miami Valley Hospital, and they are taking turns in the NICU and getting him fed. He is doing fine and gaining weight. Things are moving in a positive direction. He thanked the service department for their hard work along with the fire department and police department for everything they do. They are the ones that make everything happen and doing a great job and being a positive face for Riverside. Mr. Brown stated that a new business opened in Riverside this past week, El Taco Veloz opened in Airway Shopping Center on either Tuesday or Wednesday.

**EXECUTIVE SESSION:** Mr. Denning moved, seconded by Deputy Mayor Maxfield, to enter into executive session for the following: 103.01 (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. Roll call went as follows: Mr. Denning, yes; Mr. Maxfield, yes; Mr. Brown, yes; Ms. Fry, yes; Mr. Joseph, yes; Ms. Lommatzsch, yes; and Mayor Williams, yes. **Motion carried.** Council entered into executive session at 6:16 p.m.

**RECONVENE:** Council reconvened at 7:31 p.m.

**ADJOURNMENT:** Being no further business, council adjourned at 7:31 p.m.

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Pete Williams, Mayor

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Katie Lewallen, Clerk of Council

# PROCLAMATION

*City of Riverside, Ohio*  
*A Proclamation Recognizing*

## Career and Technical Education Month

*Whereas*, February 1-29, 2024, has been designated Career and Technical Education (CTE) Month® by the Association for Career and Technical Education, and the City of Riverside, Ohio is privileged to benefit from several regional Career Technical Education Centers that serve the residents of our City including the Stebbins Career Tech Program, The Montgomery County CTE, The Ponitz Career Tech Center, along with The Greene County Career Center; and

*Whereas*, leaders from business and industry nationwide report increasing challenges related to addressing the skills gap and connecting qualified professionals with careers in critical and growing CTE-related fields, such as advanced manufacturing, cybersecurity, energy, health care, information technology, and transportation; and

*Whereas*, CTE offers students the opportunity to gain the academic, technical and employability skills necessary for true career readiness; and students in CTE programs participate in authentic, meaningful experiences that improve the quality of their education and increase their engagement and achievement; and

*Whereas*, CTE prepares students for these and other fulfilling careers by offering integrated programs of study that link secondary and postsecondary education and lead to the attainment of industry-recognized credentials; and CTE programs ensure that employers have access to a qualified and thriving workforce, ensuring our nation is a strong and competitive economy;

*Now, Therefore*, I, Peter J. Williams, Mayor of the City of Riverside, Ohio and the City Council, do hereby recognize February 2024 as Career Technical Education Month in Riverside, Ohio. CTE

Signed under my hand and seal this 15<sup>th</sup> day of February 2024.

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Peter J. Williams, MAYOR

CITY COUNCIL  
CALENDAR

# 2024 COUNCIL CALENDAR

## January 4, 2024

- Remembrance of Corporal Dixon/PFC Ulmer
- Establish Date and Time for Meetings (note: July 4, 2024, is on the first Thursday in July – cancel meeting now) - Josh scheduled leave Sept 5<sup>th</sup>
- Election of Deputy Mayor
- Resolution: First Suburbs Representatives
- Resolution: MVRPC Representatives
- Resolution: Tax Incentive Review Members
- Resolution: 2024 Urban Paving Program - SR 201, SR 202, SR 835 (Josh)
- Resolution: 1791 Sign (Josh)

## January 11, 2024 – Work Session

- Monthly Update: Finance, Administration, Community Development
- Council Handbook
- Charter Review Commission Process
- Tax Incentive Request
- Investment Review Committee
- SS4A Task Force

## January 18, 2024

- Motion: Adoption of Council Handbook (Josh)
- Ordinance: Tax Incentive (1<sup>st</sup> reading)
- Resolution: Creating and Supporting the SS4A Task Force (Josh)
- Resolution: Surplus – Fire (Mark)
- Resolution: MCSWD Grant Acceptance (Josh)
- Resolution: CDBG Acceptance (Josh)

## February 1, 2024

- Liquor License – New: EZ Fuel on Linden
- Ordinance: Tax Incentive (2<sup>nd</sup> reading)
- Ordinance: Repeal Section 125.01 (1<sup>st</sup> reading)
- Resolution: Flock Camera Agreement (Frank)
- Resolution: Appointing Bill Duncan to the Montgomery County 911 Program Review Committee

## February 8, 2024 – Work Session

- Monthly Update: Police, Fire, Public Services
- Hold for United Way Presentation
- Bob Chiles/Fisher-Nightingale Donation (Katie)

# 2024 COUNCIL CALENDAR

- Delinquent Income Tax Collections (Kim)
- Creating Springfield St. TIF District (Nia)
- Personnel Manual Updates (Josh)

## February 15, 2024

- Proclamation: CTE Month
- Ordinance: Repeal Section 125.01 (2<sup>nd</sup> reading)
- Resolution: Bob Chiles Golf Outing
- Resolution: Then and Now – Stoops Freightliner Invoice
- Resolution: Surplus – Service Department
- Resolution: Then and Now – PNC
- Resolution: Then and Now – All-American Fire Equipment

## March 7, 2024

- Ordinance: Unclaimed Monies Fund (1<sup>st</sup> Reading)
- Resolution: Fisher-Nightingale Houses All-American Evening
- Resolution: Delinquent Income Tax Collections (Kim)
- Exec Session: Personnel

## March 14, 2024 – Work Session

- Monthly Update: Finance, Administration, Community Development
- Supplemental Appropriations Ordinance (Kim)
- Springfield St. TIF

## March 21, 2024

- Swear-In: New FF/LTs
- Ordinance: Creation of Springfield St. TIF District (1<sup>st</sup> Reading)
- Ordinance: Unclaimed Monies Fund (2<sup>nd</sup> Reading)
- Ordinance: Supplemental Appropriations (1<sup>st</sup> Reading)

## April 4, 2024

- Ordinance: Supplemental Appropriations (2<sup>nd</sup> Reading)
- Ordinance: Creation of Springfield St. TIF District (2<sup>nd</sup> Reading)

## April 11, 2024 – Work Session

- Monthly Update: Police, Fire, Public Services

## April 18, 2024

# LEGISLATION





**MEETING DATE: February 15, 2024**

**AGENDA ITEM: Unfinished Business**

**TO:** Riverside City Council

**FROM:** Josh Rauch, City Manager

**SUBJECT: Ordinance No. 24-O-847 - An ordinance repealing Section 125.01 Investment Policy of the City of Riverside Codified Ordinances.**

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**EXPLANATION**

In 2006, the City adopted an ordinance describing a detailed investment policy for the City and requiring the creation of an Investment Policy Committee consisting of City staff and a member of Council. The ordinance was improperly codified, and in recent years the Investment Policy Committee has not met.

State statutes already provide significant guidance to local officials on appropriate investment strategy. The City's capital is generally held in checking or savings accounts and low-risk bonds/notes. The City also participates in the STAR Ohio program, which is sponsored by the State Treasurer and is intended to give local governments access to competitive rates with low risk, while allowing participants to maintain highly liquid investments.

Given the changing financial landscape since 2006, the availability of low-risk State-sponsored investment options for the City, and the need to clean up the codified ordinances, staff recommend repealing Section 125.01 of the City Code. If needed, alternative legislation can be developed and adopted in the future which better addresses the City's circumstances and the current regulatory environment.

**RECOMMENDATION**

It is respectfully recommended that the Mayor and City Council approve the attached legislation

**FISCAL IMPACT**

None

**SOURCE OF FUNDS**

N/A

**EXHIBITS**

None

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**ORDINANCE NO. 24-O-847**

**PASSED:** \_\_\_\_\_

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**AN ORDINANCE REPEALING SECTION 125.01 INVESTMENT POLICY OF THE CITY OF RIVERSIDE CODIFIED ORDINANCES.**

**WHEREAS**, the City of Riverside, Ohio, adopted Ordinance No. 06-O-348 on July 20, 2006, creating an Investment Policy within the Administrative Code of the Riverside Codified Ordinances; and,

**WHEREAS**, the City has not participated in utilizing an investment review committee to discuss the city's investment portfolio; and,

**WHEREAS**, the City complies with all the state laws and regulations regarding investments as prescribed within the Ohio Revised Code; and,

**WHEREAS**, the City desires to repeal Section 125.01 of the Riverside Codified Ordinances.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Riverside, Ohio:

Section 1: That the City Council of Riverside, Ohio, hereby repeals Section 125.01 Investment Policy of the City of Riverside Codified Ordinances in its entirety as indicated in 'Exhibit A'.

Section 2: That this Ordinance shall take effect and be in force from and after the earliest date allowed by law.

ATTEST:

APPROVED:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR

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 Ordinance No. 24-O-847 passed by the Riverside City Council on \_\_\_\_\_.

IN TESTIMONY WHEREOF, witness my hand and official seal this day of \_\_\_\_\_.

\_\_\_\_\_  
CLERK

**125.01 Investment policy adopted.**

- ~~(a) The Investment Policy as set forth in Exhibit A attached to Ordinance 06-O-348 is hereby adopted.~~
- ~~(b) The Director of Finance is authorized to enter into any agreement necessary to implement this policy and invest public monies pursuant to and in compliance with the terms of such policy and to review such policy on an annual basis.~~
- ~~(c) The Director of Finance is further authorized to enter orders to purchase or sell securities of every kind and description for and on behalf of the City of Riverside and to sell, assign and enclose or transfer certificates representing stocks, bonds or other securities registered in the name or for the account of the City of Riverside, in accordance with this investment policy and applicable statutes.~~
- ~~(d) The Director of Finance and the City Manager shall be relieved from any liability for the loss of any public monies invested pursuant to and in compliance with such policy and applicable statutes, including, but not limited to, losses occasioned by the sale of any instruments, securities or obligations, the closing of any deposit accounts or the failure of any depositing to the extent permitted by law.~~

~~(Ord. 06-O-348, Passed 7-20-06)~~



**MEETING DATE: February 15, 2024**

**AGENDA ITEM: New Business**

**TO:** Riverside City Council

**FROM:** Kevin Miller, Operations Manager

**SUBJECT: Resolution No. 24-R-2916** – A resolution declaring a 2013 Ford E-150 Cargo Van owned by the City to be surplus and no longer needed for city purposes and authorizing its disposition.

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**EXPLANATION**

This Resolution is to allow the Public Service Department to dispose of a 2013 Ford E-150 cargo van no longer needed.

**RECOMMENDATION**

It is respectfully recommended that the Mayor and City Council approve the attached legislation

**FISCAL IMPACT**

N/A

**SOURCE OF FUNDS**

N/A

**EXHIBITS**

Resolution

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**RESOLUTION NO. 24-R-2916**

**PASSED:** \_\_\_\_\_

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**A RESOLUTION DECLARING A 2013 FORD E-150 CARGO VAN OWNED BY THE CITY TO BE SURPLUS AND NO LONGER NEEDED FOR CITY PURPOSES AND AUTHORIZING ITS DISPOSITION.**

**WHEREAS**, the City Manager and Service Department Operations Manager do report that a 2013 Ford E-150 Blue Cargo Van belonging to the City is no longer needed for municipal purposes and should be declared surplus; and,

**WHEREAS**, the City Manager and Service Department Operations Manager do recommend that said items be disposed of in the most appropriate manner in conformance to all applicable laws of the State of Ohio and the City of Riverside.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Riverside, Ohio:

Section 1: That this Council hereby finds and determines that one (1) 2013 Ford E-150 Blue Cargo Van, VIN #1FTNE1EW2DDA39181, is no longer needed for municipal purposes and is hereby declared to be surplus.

Section 2: Accordingly, the City Manager is hereby authorized to dispose of said items in the most appropriate manner in conformance to all applicable laws of the State of Ohio and the City of Riverside.

Section 3: The Clerk is hereby authorized and directed to forward a copy of this Resolution to the City Manager, Finance Director, and Service Department.

Section 4: This Resolution shall take effect and be in force from and after the date of its passage.

ATTEST:

APPROVED:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR

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. 24-R-2916 passed by the Riverside City Council on \_\_\_\_\_.

IN TESTIMONY WHEREOF, witness my hand and official seal this day of \_\_\_\_\_.

\_\_\_\_\_  
CLERK



**MEETING DATE: February 15, 2024**

**AGENDA ITEM: New Business**

**TO:** Riverside City Council

**FROM:** Katie Lewallen, Clerk of Council

**SUBJECT:** Resolution No. 24-R-2917 – A resolution recognizing the Bob Chiles Classic as a function that promotes the public health, general welfare, and contentment of the citizens of the City of Riverside.

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**EXPLANATION**

Annual request to support the Bob Chiles Golf Classic, which benefits the WPAFB Fisher Houses and the USO.

**RECOMMENDATION**

It is respectfully recommended that the Mayor and City Council approve the attached legislation

**FISCAL IMPACT**

\$100.00

**SOURCE OF FUNDS**

1100-210-101-524160

**EXHIBITS**

N/A

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**RESOLUTION NO. 24-R-2917**

**PASSED:** \_\_\_\_\_

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**A RESOLUTION RECOGNIZING THE BOB CHILES CLASSIC 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**, The Bob Chiles Classic is held annually to benefit the WPAFB Fisher House and USO; and,

**WHEREAS**, the Riverside City Council has determined that the purpose of The Bob Chiles Classic is a charitable event 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, Ohio:

Section 1: That the City of Riverside shall obligate funds in an amount not to exceed \$100.00 in support of The Bob Chiles Classic 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 from Account No. 1100-210-101-524160.

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

ATTEST:

APPROVED:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR

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. 24-R-2917 passed by the Riverside City Council on \_\_\_\_\_.

IN TESTIMONY WHEREOF, witness my hand and official seal this day of \_\_\_\_\_.

\_\_\_\_\_  
CLERK



**MEETING DATE: February 15, 2024**

**AGENDA ITEM: New Business**

**TO:** Riverside City Council

**FROM:** Kim Baker, Finance Director

**SUBJECT:** Resolution No. 24-R-2918 - A resolution authorizing payment of a “Then and Now” certificate in the amount of \$22,135.36 payable to PNC Bank, N.A., for a portion of City of Riverside’s FY2023 bank fees due.

---

**EXPLANATION**

2023 bank fees associated with our bank accounts at PNC Bank were not fully accounted for in prior year open encumbrance balances. Of the \$24,364.26 invoiced to City of Riverside on 1/11/2024 only \$2,228.90 was encumbered on an open purchase order. The balance due of \$22,135.36 was not adequately certified by the Finance Director before being invoiced.

**RECOMMENDATION**

It is respectfully recommended that the Mayor and City Council approve the attached legislation so that invoice 1223727943 can be paid to PNC Bank NA in order to satisfy our balance due with them.

**FISCAL IMPACT**

This payment will reduce general fund balance and current year available budget.

**SOURCE OF FUNDS**

General Fund Account 1100-210-200-540000 (CONTRACT SERVICES-GENERAL)

**EXHIBIT**

Resolution



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**RESOLUTION NO. 24-R-2918**

**PASSED:** \_\_\_\_\_

---

**A RESOLUTION AUTHORIZING PAYMENT OF A “THEN AND NOW” CERTIFICATE IN THE AMOUNT OF \$22,135.36 PAYABLE TO PNC BANK, N.A., FOR A PORTION OF CITY OF RIVERSIDE’S FY2023 BANK FEES DUE.**

**WHEREAS**, the City of Riverside banks with PNC Bank, N.A.; and

**WHEREAS**, accounts maintained by the bank have fees assessed once a year; and

**WHEREAS**, the purchase order for the entire amount due for annual bank fees had not been created prior to receiving the invoice; and

**WHEREAS**, Section 5705.41 of the Ohio Revised Code requires prior certification of the availability of funds for major purchases; and

**WHEREAS**, under such circumstances, Sections 5705.41(D)(1) and 5705.41(D)(3) of the Ohio Revised Code require that in the event that such expenditures exceed \$3,000.00 the necessary “Then & Now” Certificate must be approved by a resolution of Council; and

**WHEREAS**, the City deems it necessary to pay this invoice of \$22,135.36 to PNC Bank, N.A.; and

**WHEREAS**, the finance director states that sufficient unencumbered money is and was available both at the time of purchase and was made and at the time payment was due for the increased expenditure.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Riverside, Ohio:

Section 1: That the finance director is hereby authorized and directed to issue “Then and Now” certificates for the additional incurred expense of \$22,135.36 payable to PNC Bank, N.A. from Account No. 1100-210-200-540000.

Section 2: That this resolution shall take effect and be in force from and after the earliest time allowed by law.

ATTEST:

APPROVED:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR



**MEETING DATE: February 15, 2024**

**AGENDA ITEM: New Business**

**TO:** Riverside City Council

**FROM:** Joshua Rauch, City Manager

**SUBJECT:** **Resolution No. 24-R-2919** - A resolution authorizing payment of a “then and now” certificate in the amount of \$3,066.27 payable to Stoops Freightliner.

---

**EXPLANATION**

The City worked with Stoops Freightliner to repair parts of Truck 32 (Service Department) in July 2023. We first received an invoice for this work in January 2024, after blanket POs for the prior year had been closed. Because the amount of the invoice is over \$3,000, Council approval is required to pay the invoice.

**RECOMMENDATION**

It is respectfully recommended that the Mayor and City Council approve the attached legislation

**FISCAL IMPACT**

\$3,066.27 in FY2024 funds will be used to pay these costs from FY2023.

**SOURCE OF FUNDS**

We will use account 2202-225350-547800 to pay this invoice.

**EXHIBITS**

Exhibit A – Invoice and related materials.



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. 24-R-2918 passed by the Riverside City Council on \_\_\_\_\_.

IN TESTIMONY WHEREOF, witness my hand and official seal this day of \_\_\_\_\_.

\_\_\_\_\_  
CLERK

---

**RESOLUTION NO. 24-R-2919**

**PASSED:** \_\_\_\_\_

---

**A RESOLUTION AUTHORIZING PAYMENT OF A “THEN AND NOW” CERTIFICATE IN THE AMOUNT OF \$3,066.27 PAYABLE TO STOOPS FREIGHTLINER.**

**WHEREAS**, the City of Riverside Service Department owns and maintains street vehicles and equipment to service the city; and

**WHEREAS**, these vehicles and equipment require annual maintenance and repair to ensure proper operation; and

**WHEREAS**, the purchase order for the repair/service maintenance had not been created prior to receiving the invoice; and

**WHEREAS**, Section 5705.41 of the Ohio Revised Code requires prior certification of the availability of funds for major purchases; and

**WHEREAS**, under such circumstances, Sections 5705.41(D)(1) and 5705.41(D)(3) of the Ohio Revised Code require that in the event that such expenditures exceed \$3,000.00 the necessary “Then & Now” Certificate must be approved by a resolution of Council; and

**WHEREAS**, the City deems it necessary to pay this invoice of \$3,066.27 to Stoops Freightliner; and

**WHEREAS**, the finance director states that sufficient unencumbered money is and was available both at the time of purchase and was made and at the time payment was due for the increased expenditure.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Riverside, Ohio:

Section 1: That the finance director is hereby authorized and directed to issue “Then and Now” certificates for the additional incurred expense of \$3,066.27 payable to Stoops Freightliner from Account No. 2200-225-350-547400.

Section 2: That this resolution shall take effect and be in force from and after the earliest time allowed by law.

ATTEST:

APPROVED:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR



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. 24-R-2919 passed by the Riverside City Council on \_\_\_\_\_.

IN TESTIMONY WHEREOF, witness my hand and official seal this day of \_\_\_\_\_.

\_\_\_\_\_  
CLERK



**MEETING DATE: February 15, 2024**

**AGENDA ITEM: New Business**

**TO:** Riverside City Council

**FROM:** Kim Baker, Finance Director

**SUBJECT:** Resolution No. 24-R-2920 - A resolution authorizing payment of a “Then and Now” certificate in the amount of \$73,615.58 payable to All-American Fire Equipment, Inc., for repair of a damaged fire department engine.

---

**EXPLANATION**

In 2023 a loss occurred which required an insurance claim. The insurance company paid City of Riverside for the required repairs in 2023 and paid the balance due, less our deductible, on January 19, 2024. While funds were received from the insurance company no monies were encumbered to allow the payment to the provider of the repair parts and services. All-American Fire Equipment, Inc. invoiced City of Riverside on 12/29/2023.

**RECOMMENDATION**

It is respectfully recommended that the Mayor and City Council approve the attached legislation so that invoice 134014 can be paid to All-American Fire Equipment, Inc. to satisfy our balance due with them.

**FISCAL IMPACT**

This payment will reduce the fire fund balance, which is where the insurance claim monies are.

**SOURCE OF FUNDS**

Fire Fund Account 2201-215-400-537800

Insurance proceeds will fund all but the deductible due on this claim

**EXHIBITS**

Resolution

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**RESOLUTION NO. 24-R-2920**

**PASSED:** \_\_\_\_\_

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**A RESOLUTION AUTHORIZING PAYMENT OF A “THEN AND NOW” CERTIFICATE IN THE AMOUNT OF \$73,615.58 PAYABLE TO ALL-AMERICAN FIRE EQUIPMENT, INC., FOR A REPAIR ON A FIRE DEPARTMENT ENGINE.**

**WHEREAS**, the City of Riverside contracted with All-American Fire Equipment, Inc. for repair of a fire department engine; and

**WHEREAS**, an insurance claim for the repair was paid to City of Riverside by the insurance provider; and

**WHEREAS**, insurance claim monies for the repair were received by City of Riverside in FY2023 and FY2024; and

**WHEREAS**, the purchase order for the amount due for the service provided had not been created prior to receiving the invoice; and

**WHEREAS**, Section 5705.41 of the Ohio Revised Code requires prior certification of the availability of funds for major purchases; and

**WHEREAS**, under such circumstances, Sections 5705.41(D)(1) and 5705.41(D)(3) of the Ohio Revised Code require that in the event that such expenditures exceed \$3,000.00 the necessary “Then & Now” Certificate must be approved by a resolution of Council; and

**WHEREAS**, the City deems it necessary to pay this invoice of \$73,615.58 to All-American Fire Equipment, Inc.; and

**WHEREAS**, the finance director states that sufficient unencumbered money is and was available both at the time of purchase and was made and at the time payment was due for the increased expenditure.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Riverside, Ohio:

Section 1: That the finance director is hereby authorized and directed to issue “Then and Now” certificates for the additional incurred expense of \$73,615.58 payable to All-American Fire Equipment, Inc. from Account No. 2201-215-400-537800.

Section 2: That this resolution shall take effect and be in force from and after the earliest time allowed by law.

ATTEST:

APPROVED:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
MAYOR

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. 24-R-2920 passed by the Riverside City Council on \_\_\_\_\_.

IN TESTIMONY WHEREOF, witness my hand and official seal this day of \_\_\_\_\_.

\_\_\_\_\_  
CLERK



CITY MANAGER

PREVIOUS

UPDATES

# MEMORANDUM

**TO:** Honorable Mayor and Councilmembers  
**FROM:** Josh Rauch, City Manager  
**DATE:** February 2, 2024  
**SUBJECT:** Weekend Update  
**CC:** City Clerk, Law Director, City Staff

## City Manager's Office/Administration

- Mayor Williams and I conducted a “good neighbor” visit with PE Systems at 5100 Springfield St.
- I met with Brian Martin, Executive Director for MVRPC, to discuss our SS4A grant and how it aligns with MVRPC’s SS4A grant award.
- I had a productive call with ODOT regarding Woodman reconstruction from US 35 to Eastman. We believe we’ll be able to avoid significant disruptions for area schools during construction. This project is scheduled to sell next February, with expected completion by October 2026.
- I met with consultants and staff regarding grant funding for capital improvements at Wright Point. We continue to investigate opportunities and available funding.
- I’ll be attending the Mad River Schools Family and Community Celebration this Saturday. Come join us!
- Kathy Bartlett has formally separated from service with the City as the Public Service Director. Kathy brought in multiple millions of infrastructure grant dollars and played a key role in several projects that have reshaped our community. We thank her for her service and wish her good health.
  - We will issue a job posting for Public Service Director next week.

## Communications/Public Relations

- No major updates this week.

## Community Development Department

- Staff met with Republic Services this week to get new folks on both teams acquainted. We discussed service issues and the need to rebid the current contract before it expires in 2025.

## Finance Department

- Staff met with the Shared Resource Center and the City’s bond advisors to discuss the City’s debt profile. Analysis will continue in the coming weeks.
- Staff met with Colliers to discuss property management functions at Wright Point and FY2023 finances.

## Fire Department

### Administration:

- Medic 6 is still at Horton in Columbus for accident repairs and warranty work. They are having issues with the interior door latch supplier.
- Engine 7 has returned from preventative maintenance service.
- Companies attended Chief Lykins retirement ceremony at the City of Dayton training facility.
- Medic 5 and Medic 105 had preventative maintenance conducted at the Dayton garage.
- Chief Miller attended the Source Water Protection Fund board meeting on Thursday along with Lori from our community development team. This is hopefully going to be a great funding opportunity to aid in creating a hazardous materials program at the RFD. This would consist of leak control and confinement equipment to carry on our engines. Our thanks go out to Nia for setting this up!

### Incidents and Staffing:

- Crews responded to 67 EMS incidents and 11 Fire incidents.
  - Averaged 11.14 incidents per day.
- The RFD averaged 8 personnel working per day.
- On Thursday RFD units responded to a working residential structure fire in the 5600 block of Sharp Road. Crews located a kitchen fire with the sole occupant on the front porch. RFD crews along with our mutual aid partners extinguished the fire and treated the resident. Crews operated for 1.5 hours prior to returning to service.

### Community Outreach:

- Crews conducted several home safety inspections over the past week for city residents. Crews also installed six smoke detectors and 3 carbon monoxide detectors in city residences.

### Training:

- Crews are working on getting into several vacant structures that are going to be demolished. Acquired structures are invaluable for real life training scenarios.

## Police Department

- Received the first 2023 cruiser (enterprise)
- Updated our mobile and portable radio MARCS list.
- On-site LESO inspection regarding possession of government property.
- Applied for \$10,000 in non-matching funds for High Visibility Traffic Enforcement (Ohio Traffic Safety Office)
- Officer Toscani will be attending Family and Community at Mad River Middle School
- FTO Moffit completed is starting week 3 in training will be advancing to Phase 2 mid-February.
- FTO Berger completed 1st week of training.
- Sgt Safriet and Ofc. M Jackson assisted on a SWAT call out on 02/01/2024

## Public Service Department

### Engineering/Administration/Project

- Bayside and Barrett Water Main Replacement Phase 3 has started.
- CMT Engineering has started on the Harshman/Beatrice signal design.
- The staff has reviewed, approved, and inspected multiple right-of-way permits.
- The staff has been reviewing final change orders from ODOT on Springfield St, West Reconstruction.
- The staff has met with Tree Care Inc. to get bids for tree removal along Woodman Dr. Phase 1
- Staff has been reviewing the submitted applications to fill the open maintenance worker position.
- Crews have been working overtime to address potholes throughout the City.

### Crews

- We applied approximately 25 tons of hot mix asphalt this week to patch potholes on the main thoroughfares and some residential streets.
- Picked up trash/debris from roadways.
- Cleaned the parks.
- Removed downed tree limbs and trimmed brush from multiple right-of-way areas.
- Picked up multiple dead animals.
- Made several sign repairs.
- Performed preventive maintenance on some summer equipment.
- Cleaned graffiti from RTA shelters.
- Washed/Cleaned service vehicles.

# MEMORANDUM

**TO:** Honorable Mayor and Councilmembers  
**FROM:** Josh Rauch, City Manager  
**DATE:** February 9, 2024  
**SUBJECT:** Weekend Update  
**CC:** City Clerk, Law Director, City Staff

## City Manager's Office/Administration

- I attended the MVCC monthly City Managers roundtable this week. We discussed PSAPs, dispatch, and how our region is likely to navigate the current regulatory, legislative, and budget environment for 911 dispatch services.
- I attended the Dayton Development Coalition (DDC)'s annual meeting which was held here in Riverside at the National Museum of the United States Air Force. The event was very well attended, and it was a good chance to connect with regional colleagues and represent our City.
- Department Head comments on the draft FY2024 budget document were due today. I'll meet with the Citizens Budget Committee next week to debrief the document, and then it will go to Council for review.
- We've posted the Public Service Director position; applications will be accepted through February 25<sup>th</sup>. We intend to find a candidate who will help continue the transformative work of our leadership team.
- **I want to particularly recognize and thank the Chiefs for the detailed analytical work they and their staffs put into last night's Council presentations.** Making data-driven decisions is vitally important for our organization's long-term success. Although we have had challenges with data quality in the past, we'll continue to work on improving our capabilities across the organization. We will not succeed if we continue to do everything "the way it's always been done," and good data collection and analysis is essential to help us move forward effectively. I'm proud of the progress we've made across all of our departments.

## Communications/Public Relations

- Performed major clean-up of current website files, data, media, graphics, and pages for Revize to begin process of migrating information to new site.
- Created the following Facebook posts: Career Opportunity – Public Service Director, Charter Review public meeting.
- Attended Zoom meeting regarding Building a Strong Records Management Program from Scratch.
- Attended two online Zoom Athenians to earn points for MMC.
- Updated Public Records Request page to add links to the Ohio Public Records Act and additional information to assist on how to best submit requests.

## Community Development Department

### General Department:

- Interviews for the Spring 2024 Internship were held this week, and an offer was made to one of the candidates.
- Lori and Dan attended the Source Water Protection Fund Board meeting last week. Lori gave the Riverside's 2023 annual report.

### Code Enforcement:

- Attended quarterly Montgomery County Litter Prevention task Force Meeting at Montgomery County Solid Waste on Tuesday.
- 361 Total Open cases, 13 new this week, 24 closed this week
- Rob worked with the Police Department this week to address the homeless encampments on several properties in the City. He reached out to the respective property owners to start the process for an order to vacate the premise.
  - 1 homeless encampment behind 1929 Harshman closed up and gone.
- Contacted by Sgt. Vance for 4540 Fair Park today. PD charged 3, one booked in to jail on an outstanding warrant. House resecured. Notified bank.
- Continued coordinating with bank for 860 Spinning to get that house dealt with.
- Clean up at 4540 Fair Park will start Monday morning.
- 4428 Fair Park, property owner was on site replacing the front door and door frame to start toward total clean up on the interior and final remediation of the nuisance conditions at that property.

### Economic Development:

- Lori attended the *2023 DDC Annual Meeting & Economic Review on Wednesday*.

### Planning & Zoning:

- The Zoning Department received 28 permit applications and 3 development applications in January.
- The Planning Commission agenda and staff reports for the February meeting are available on the [City Website](#). There will be no BZA meeting this month.

## Finance Department

- Opened the process for departments to begin supplemental budget requests.
- Investigated delinquent receipt collections and reported findings at Council work session.
- Met with bond counsel's software provider (Munichain) for orientation regarding how to use the platform. We'll use Munichain going forward to track the bond issuance process for Wright Point and any other bond-related debt the City may choose to incur.

## Fire Department

### Administration:

- A command staff meeting was held on Monday to prepare for our council presentation that was on Thursday.
- Chief Miller attended Deputy Chief interviews at WPAFB on Tuesday. Three personnel were interviewed by the board. This was a good networking opportunity between WPAFB, Fairborn, and Riverside chief officers.
- Medic 6 is still at Horton in Columbus for accident repairs and warranty work. They are having issues with the interior door latch programming.

### Incidents and Staffing:

- Crews responded to 61 EMS incidents and 20 Fire incidents.
  - Averaged 11.57 incidents per day.
- The RFD averaged 8 personnel working per day.
- The RFD responded into Dayton on Wednesday morning for a major accident in Downtown. Medic 5 worked with DFD and transported one patient in serious condition to the trauma center.
- The RFD responded to a two-alarm fire with Dayton on Xenia Ave, also on Wednesday morning. Crews worked with DFD companies for 30 minutes before being released.

### Community Outreach:

- Crews conducted several home safety inspections over the past week for city residents. Crews also installed six smoke detectors and 3 carbon monoxide detectors in city residences.

### Training:

- Crews are prepping the old Flowerama on Woodman Dr. for next week's hands-on training. This will be three days of hose line operations and three days of search and roof work. The building is slated to be torn down on Monday the 19<sup>th</sup>.
- Crews conducted advanced airway training at Station 5 this week.
- Crews are beginning to work through the in-house paramedic refresher course. This program was spearheaded by FF Fourman and will run through March 15<sup>th</sup>. A paramedic refresher course is required every three years for state certification. This will be an annual offering at the RFD moving forward.

## Police Department

- ARIDE Training – Officer Witt, Officer Newton, and Sgt Vance
- Cops in Court – Detective Schmidt, Officer Witt, and Officer Newton
- Due to new Ohio law passed in 2023, I presented "Interactions with Police Officers" to the whole Sophomore class of 2026 at Stebbins High School. This PowerPoint was developed by SROs in Ohio and is currently being used by multiple SROs in Montgomery County. It educates students

on the different responsibilities peace officers have, their (student's) rights and explains certain case laws pertaining to when they could be stopped by a peace officer, such as a traffic stop.

- Officer Toscani assisted Mad River Local School District with a civil rights audit of incidents where Riverside PD was called to the schools due to juveniles complaints ranging from Unruly Juvenile, Assault or Possession of Drugs. The audit was completed to see who was charged and released to parents, arrested, and booked, or not charged and released to parents.
- Completed the 5-year Flock camera contract process.
- Policy updates via Lexipol.
- Motorola P1 updates to the MDT's.

The following represents the activity for Riverside Police Department for the month of January 2024.

- Officers generated 264 reports, made 198 traffic stops, issued 107 violations and 51 warnings. They took 50 crashes and 15 were injury.
- Road Patrol made 34 misdemeanors and 3 felony arrest.
- Officers had 160 self-initiated dispatches and 18 Field Interviews
- 1548 Dispatches

**Detective Stats (January 2024):**

- There was a total of thirty (30) felony cases investigated by Detective Abney, Detective Ritchie, Detective Schmidt, and myself: (4) felony theft cases, (12) auto theft cases, (2) burglary/B&E case, (1) sex offense case, (3) fraud cases, (2) felonious assault cases, (1) drug case, (2) rape cases, (2) weapons violation cases, and (1) arson case.

**Records Clerk**

- Background Checks 72
- Records Requests 173
- Salvage Affidavits 22
- Enter tickets/ Warnings 105
- Record crashes 56
- Distribute & Log Subpoenas 59
- Answer/Make Calls 727
- File Case files 51
- Delinquency Approval Sheets 1
- Court orders to seal records 14
- Trespass Notices 15
- Permits 7
- Prosecutor Review 2
- Order to Preserve Evidence 1
- Walk in/ Window 184



### Zoning

4	1/7/2024	520 READING	HPP4221	EXPIRED PLATES	MOVED	CRIGLER
5	1/27/2024	220 MURCHINSON	KCA5782	JUNK	MOVED	CRIGLER
5	1/29/2024	4613 MAUGHN	NONE	NO PLATES	CHECKED	M.JACKSON
7						

### Forensic Analysis Officer J. Schmidt

- Forensics 55.5% of time worked (122 hrs)
  - I had a total of 2 new devices this month for forensics. I continued work on ICAC (Internet Crimes Against Children) case that was initiated the previous year. We received 1 new ICAC case this month and investigation was initiated. I attended the Secret Service Task Force Meeting. One of the cell phones obtained was broken, requiring it to be disassembled and rebuilt into a donor phone for extraction.
  - Cell Phones - 2 cell phones as follows:
    - 1 Cell phone for Trotwood PD in reference to a homicide investigation.
    - 1 Cell phone for Franklin PD that was in relation to a gross sexual imposition investigation.
- Support 24.1% of time worked (53 hrs)
  - Support time spent this month included completing set up of new detective computers. Building and setting up a new crash computer to be utilized with the newly purchased crash reconstruction equipment. I worked a lot of time with the state of Ohio to complete year end 2024 NIBRS report submissions, which including working through state errors and verification of data and report counts. I worked on various IT issues such GeTac camera issues and MDT troubleshooting with VPN issues, RMS bugs, as well as the ongoing and continuous Motorola P1 bugs that have plagued us since switching. I assisted with setup and troubleshooting of the GeTac dash camera systems in the new 2023 cruisers as they are being built and put into service.
- Training 1.3% of time worked (3 hrs)
  - I attended training through Webinar for utilizing open-source intelligence sources and software to enhance investigation techniques, by NW3C. I completed the KnowBe4 training and training for less lethal shotgun.
- Road Calls 2.2% of time worked (5 hrs)
- Detective Work 16.9% of time worked (37 hrs)

### Property Room

- Listed below is the monthly report for January including property that was destroyed, released, or donated. The property stats are from January 1 thru January 31, 2024. During the month of January, a destruction list for standard property including some very old property from the storage shed overflow was continued to be added to with a plan completion date of sometime in March. 0.2 pounds of prescription drugs were collected from the drug drop box.
  - Narcotics: Items Logged In (14), Items Destroyed (0)
  - Guns: Items Logged In (5), Items Destroyed (0), Items Released or Traded (3)
  - Money: Items Logged In (2), Items Released (2)
  - All Other Property: Items Logged In (81), Other Property Released (9)
  - Total Number of Items Logged In (102)

- Total Number of Items Released or Destroyed Including Narcotics (14)

#### **School Resource Officer**

- Ofc. Nick's Breakfast Club.
- Worked Stebbins Basketball Game.
- Beverly Gardens Safety Patrol Pizza Party.
- Obtained new vest, flag, hats and gloves for Safety Patrol students
- Attended Outstanding Alumni Meeting.
- Attended Threat Assessment Team Meeting – Stebbins HS.
- Assisted with fire drill at Mad River Middle.
- SCHOOL CHECKS / CAMPUS VISITS
  - Brantwood – 8
  - Beverly Gardens - 6
  - Saville – 6
  - Stevenson – 7
  - Spinning Hills – 8
  - Mad River Middle -9
  - Stebbins - \*Every School Day

Incidents - 49

Reports - 6

Charges -1

## Public Service Department

#### Engineering/Administration/Project

- The staff met with CMT Engineering for a project review/update.
- Bayside and Barrett Water Main Replacement Is ongoing.
- The staff has reviewed, approved, and inspected multiple right-of-way permits.
- Applicants were called back and Interviews were set up for next week to fill the open maintenance worker position.
- Staff met with P&R Communication to resolve upcoming radio support issues.
- The service dept is working with Ritter Plumbing to repair the leaking water service to the Eintracht building.

#### Crews

- Applied over 5.5 tons of asphalt on City streets; Thank you to the PD and Sgt Schmidt for their assistance with traffic control on Route 4.
- Picked up litter from some of the City's hillsides.
- Replaced 2 catch basin lids.
- Picked up multiple dead animals.
- Began the clean-up process at Harshman Cemetery to enforce conformity with new memorial rules set in place in April 2023.
- Cleaned more graffiti from traffic control boxes in the City.
- Made equipment repairs in-house and took the equipment out for larger repairs.
- Cleaned the parks.