

On Wednesday, August 19, 2020, at 6:04 p.m., the Dayton City Commission met in regular session, remotely through electronic means, in the Commission Chambers of City Hall.

CALL TO ORDER

Mayor Whaley called the meeting to order. She said due to the current COVID-19 order, we are conducting the meeting remotely through electronic means. To protect the safety of the community, during the state of emergency related to COVID-19, in-person citizen comments will be suspended for City Commission Meetings.

Citizens interested in making public comment related to calendar items, are asked to do so in writing. Items related to a calendar item will be included in the meeting records under Communications and Petitions.

Citizens who wish to make the City Commission aware of an issue not related to the Commission Meeting Calendar, may also do so. These items will be distributed to the Dayton City Commission for reference.

For complete information on how to submit a comment, please visit daytonohio.gov/CoronaResources or call 937-333-3636.

INVOCATION

Commissioner Mims gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Whaley led the public in the Pledge of Allegiance.

ROLL CALL

Roll call was taken and Mayor Whaley, Commissioners Joseph, Mims, Shaw and Fairchild were present. The Clerk of Commission, Ms. Rashella Lavender, and The City Manager, Ms. Shelley Dickstein, were also present through electronic means.

APPROVAL OF MINUTES

Commissioner Shaw made a motion to approve the minutes from the August 12, 2020, meeting. Commissioner Joseph seconded the motion. The previous meeting minutes were unanimously approved.

COMMUNICATIONS AND PETITIONS

Communications No. 21488

Work Session handout – Finance Committee Briefing

SPECIAL AWARDS/PRESENTATIONS

Young Ladies Aspiring Greatness

Mayor Whaley invited Ms. Shirelle Stroud, Founder, Young Ladies Aspiring Greatness, to present.

Ms. Stroud said the mission is mentoring teen girls into leadership through community services. She said the young ladies volunteer monthly at various organizations. She said they plan and host different events throughout the year geared towards teen empowerment. Ms. Stroud said in this program the young ladies are learning leadership, critical thinking, social skills, planning and budget, and self-advocacy. She said the young ladies come from various backgrounds in hopes they will learn and grow from each other. She said as the young ladies learn their hope is that they will pour back into the community.

Ms. Stroud shared a video of her program.

Mayor Whaley thanked Ms. Stroud for the work she does.

Commissioner Mims thanked Ms. Stroud for her leadership and community work.

ADDITIONS OR DELETIONS TO THE CALENDAR

There were no additions or deletions to the calendar.

REPORTS

A. Purchase Orders, Agreements and Contracts:
(All contracts are valid until delivery is complete or through December 31st of the current year).

1. Purchase Orders:

AVIATION

- A1. Global ARFF Services LLC** (repair and emergency repair services for an Aircraft Rescue fire truck) **\$26,000.00**
- A2. Security Fence Group, Inc.** (fencing products, repairs and emergency services as needed through 12-31-20) **25,000.00**

WATER

- B1. Avalon Technologies, Inc.** (Dell servers, disk storage, related hardware and professional services as needed through 12-31-20) **543,315.00**
- B2. CHWR, Inc. dba CHW Mechanical Services** (heating, ventilation, and air conditioning preventative maintenance and repairs as needed through 04-30-21) **5,500.00**
- B3. Allied Builders, Inc.** (fencing with removal and installation services through 12-31-21) **37,575.00**
- B4. Roby Services Ltd.** (janitorial supplies as needed through 01-31-21) **15,000.00**
-Depts. of Aviation and Water. **Total: \$652,390.00**

CITIZENS' COMMENTS ON CALENDAR ITEMS

Citizens' comments were suspended for the meeting.

DISCUSSION OF CALENDAR ITEM

Calendar Item No. 2. Emergency Resolution No. 6524-20- Authorizing the Acceptance of a Grant Award from the United States Department of Justice, Office of Community Oriented Policing Services in the Amount of One Hundred Thousand Dollars and Zero Cents (\$100,000.00)

The City Manager, Ms. Shelley Dickstein, said this related to the work the Human Relations and Police Department had previously was around neighborhood safety planning. She invited Ms. Erica Fields, Director of the Human Relations Council and Chief Richard Biehl, Dayton Police Department, to provide an update.

Ms. Field said this grant will look at best practice strategies of reducing violent gun crime and employing the neighborhood safety planning process by integrating crime analysis and new technology and the targeted community engagement that involves residents, community stakeholders and anchor institutions, businesses, churches, and schools. Ms. Fields said it will be a public health approach looking at root cause and underlying contributors to violence as well as identifying necessary assets for communities.

Ms. Fields said the grant will fund a technology piece to study the data and a coordinator to oversee the program by engagement outreach and evaluation on how well they are doing in communities that have been disproportionately impacted.

Chief Biehl said there are a number of technology and data sets, crime mapping, through LexisNexis Accurint Virtual Crime Center and the National Integrated Ballistic Information Network. He said the imaging of shell casings found at crime scenes, both fixed and mobile license plate readers, and gunshot detection data. Chief Biehl said the intent with the time analysis software is to integrate all of those data sets to get a more complete picture. He said the information that will come from the data would inform them of strategies for potential response of problem oriented policing methodology. Chief Biehl said ultimately it's intended to be a prevention strategy with the community engagement being the crucial part.

Ms. Fields said the study in Residence Park included crime that was happening across race, gender and geography and identifying significant risk factors was a huge component. She said after the assessment of what were the trends and patterns. They brought stakeholders to table to assess why they thought crime was happening and what assets they thought were missing to develop a comprehensive approach to address the symptoms and impacts of violence.

Commissioner Fairchild asked about the contract with Will Smith and how to address the overlap. He asked about the sustainability of the work completed in Residence Park.

Ms. Dickstein said there is not overlap with the contract with Will Smith. She said the contract with Will Smith was not an implementation study as this will be.

Chief Biehl said the sustainability is in preventing crime in the community through the application of these strategies.

Northwest Neighborhood's Vision Plan

The City Manager, Ms. Shelley Dickstein, invited Mr. Tony Kroeger, Division Manager, Planning and Community Development, to present.

Mr. Kroeger said the comprehensive plan includes four areas of the City of Dayton: North Main Street Corridor, Salem Avenue Peace Corridor, River and Open Space Corridor. He said this is a collaboration between the City of Dayton, CityWide Development, neighborhood leaders, institution and Urban Design Associates.

Mr. Kroeger said the public process will happen in three steps: kick off and understanding, building the vision, and documenting the vision. He said the common themes from the planning efforts was housing opportunities, reinvigorated commercial nodes, open space and historical fabric.

Mr. Kroeger said the plan is supported by Planning and Community Development staff. He said at the May 12, 2020, City Plan Board meeting, the board voted to recommend the approval of the project.

APPROVAL OF CITY MANAGER'S REPORTS

Commissioner Joseph made the motion to approve the City Manager's Reports. Commissioner Shaw seconded the motion. The City Manager's Reports were approved with a 5-0 vote. Voting in the affirmative were Mayor Whaley, Commissioners Joseph, Mims, Shaw and Fairchild.

LEGISLATION

EMERGENCY RESOLUTION – FIRST AND SECOND READING

Emergency Resolution No. 6524-20- Authorizing the Acceptance of a Grant Award from the United States Department of Justice, Office of Community Oriented Policing Services in the Amount of One Hundred Thousand Dollars and Zero Cents (\$100,000.00) on Behalf of the City of Dayton, and Declaring an Emergency.

Commissioner Shaw moved that this being an emergency measure for the immediate consideration of the Resolution. Commissioner Joseph seconded the motion. The motion was passed with a 5-0 vote. Voting in the affirmative were Mayor Whaley, Commissioners Joseph, Mims, Shaw and Fairchild. The question being shall Emergency Resolution No. 6524-20 be adopted. A roll call vote was taken resulting in a 5-0 vote. Voting in the affirmative were Mayor Whaley, Commissioners Joseph, Mims, Shaw and Fairchild. The Resolution was adopted.

RESOLUTION – FIRST READING

Resolution No. 6525-20- Concurring with the Adoption of the Northwest Dayton Neighborhoods Vision Plan.

CITIZENS' COMMENTS

Citizens' comments were suspended for the meeting.

COMMENTS BY THE CITY MANAGER

The City Manager, Ms. Shelley Dickstein, had no closing comments.

COMMENTS BY THE CLERK OF COMMISSION

The Clerk of Commission, Ms. Rashella Lavender, had no closing comments.

COMMENTS BY THE CITY COMMISSION

Commissioner Fairchild

Commissioner Fairchild highlighted the HomeOwnership Center of Greater Dayton Mortgage Assistance Program.

Commissioner Shaw

Commissioner Shaw highlighted the number of census applications completed to date.

Commissioner Shaw encouraged citizens to complete the 2020 Census.

Commissioner Mims

Commissioner Mims thanked everyone for the kind expressions on the passing of his mother.

Mayor Whaley said she was thinking of him and his family.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:39 p.m.

Nan Whaley
Mayor

Attest: _____
Clerk of Commission

WORK SESSION

A copy of prepared material has been recorded as Communication & Petition Number 21488 dated August 19, 2020.

The Dayton City Commission met in a Work Session on Wednesday, August 19, 2020, at 5:04 p.m., prior to the regularly scheduled City Commission meeting. The meeting was held remotely through electronic means, in the Commission Chambers located in City Hall. Mayor Whaley, Commissioners Joseph, Mims, and Shaw were present. Ms. Rashella Lavender, Clerk of the Commission, was also in attendance. Commissioner Fairchild later joined the work session.

Ms. Shelley Dickstein, City Manager, Mr. Joe Parlette, Deputy City Manager, Ms. LaShea Lofton, Deputy City Manager, Ms. Diane Shannon, Director of Procurement, Management and Budget, and Ms. Abbey Patel-Jones, Budget Analyst, were the presenters.

An overview was provided regarding the Finance Committee’s Briefing by highlighting:

2020 July Overview

Ms. Shannon reported revenues were down 4.0 percent or \$4.3M compared to July year-to-date 2019. She said for the four months (Apr.-July), since the COVID-19 economic shock began, revenues were down 12.4 percent or \$8.0M compared to 8.3 percent or \$3.7M growth during the first quarter. All revenue categories, except Income Tax and EMS Fees, are under-performing compared to the year-to-date Revenue Budget. Personnel costs are under the year-to-date budget by \$1.7M, but up 2.6 percent or \$1.9M from last year due to an extra SA pay. Contracts, Materials and Other Uses are down \$1.3M or six percent. She said The City Manager issued a directive limiting expenditures to essential goods and services only (offsetting the declines are about \$800,000 in PPE and other pandemic-related costs). However, through July, Uses exceeded Sources by \$5.5M as a result of the COVID-19 economic shock.

Revenue Trends

Ms. Shannon reported that net collections through July are flat, and that for the month of July, collections rose 19.5 percent or \$1.9M bolstered by annual filing collections, which were extended from April. She said since the pandemic-related economic downturn began, total collections declined seven percent or \$3.4M, after climbing a sizable 10.6 percent during Quarter One. The withholding taxes increased 0.8 percent through July, which is down from seven percent year-to-date growth at the end of April. The tax on business profits dropped 11.3 percent which the tax paid by individual filers is down six percent. Refunds declined 29 percent which is contributing to higher net collections.

She said Property and Other Taxes plummeted 26 percent or \$1.3M through July of 2020. The huge decline is the result of timing of advances. The second half payment deadline has been extended until August. She said in the face of the COVID-19 pandemic, the Montgomery County Auditor requested the state to delay the six-year revaluation by one year, but the request was declined.

Ms. Shannon said that effective July 2020, Waste Collection will be reported on a cash basis in the financial statements. She said revenues on a cash basis paints a different picture. Cash collections are down 2.2 percent over 2019, and that this is \$636,200 under budget. However, as a result of the pandemic and temporary

cessation of shut offs, cash collections are just 82 percent of billed collections, and the margin between billed and cash collections is \$1.1M.

Ms. Patel-Jones said as of July 2020, EMS Calls for Service are down 4.1 percent compared to 2019, attributed by a drop during the months of March through June; caused by a fear of COVID-19. She said as of July 2020, the Dayton Fire Department saw 654 potential COVID-19 calls and 132 confirmed COVID-19 calls. However, EMS revenues have climbed five percent despite a drop in EMS Calls for Services. This is due to an increased billing recovery per run.

She said Other Charges for Services decreased 17.2 percent. Convention Center revenues are down 60.4 percent compared to July 2019. The facility remains closed due to COVID-19. Parking revenues are down 38.2 percent. Revenues for parking at the Municipal and Oregon Garages are down 14.7 percent, and Parking Meter revenues have declined 50 percent. She said Recreation Center revenues are down 67.6 percent due to COVID-19 closures and cancellations. She said the losses are offset by an increase in the Indirect Cost Reimbursements and Plans Examinations/Zoning Charges revenues.

She said Income Tax represents 75 percent of General Fund revenues as of July 2020. However, when compared to 2019, all revenue categories are down in 2020, due to the global pandemic and economic shock.

Expenditure Trends

Ms. Patel-Jones said personnel costs increased 2.6 percent through July 2020. She explained that there is an extra SA pay in 2020, and after adjusting for the extra pay, Personnel Costs have increased 0.5 percent. However, this is under budget by 2.2 percent due to the hiring freeze, Voluntary Separation program and other budgetary actions. Health Insurance transfers are up 1.8 percent, the planned 3.5 percent funding rate increase is offset by staff vacancies. She said Contracts and Materials costs are down 3.3 percent compared to July 2019. The General Fund COVID-19 Contracts & Materials expenses total about \$800,000 through July. She said Gasoline, Supplies and Materials are down due to limiting expenditures to essential purchases only. Other miscellaneous charges are down 27.1 percent largely due to decreased employee travel during the pandemic.

Budget Correction Plan

Ms. Shannon said the City Manager acted quickly, instituting several directives in the face of the COVID-19 global pandemic and resulting economic shock. The City Manager instituted a hiring freeze, abolished all vacant positions across the organization, and offered a voluntary separation program. She suspended non-essential, non-critical procurement of goods and services, and scaled back, delayed, and shuttered equipment and capital investments. However, the current CARES Act funding is not eligible to cover revenue shortfalls, and despite best efforts, assistance is needed from the Federal Government to avert impacting critical City Services.

The City Manager's directives will help address \$10.7M of the projected shortfall. However, more than \$6.7M of the solutions are one-time. An additional \$2.2M in budget solutions are necessary. She said maintaining critical City services in 2021 without Federal assistance will not be possible.

The Budget Vulnerabilities may include: COVID Curve, another shutdown, Paycheck Protection Program, Supplemental Unemployment, Commuter Income Tax Changes, and Weather. She said the Paycheck Protection Program is a loan designed to provide a direct incentive for small businesses to keep their workers on payroll.

Department of Aviation

Ms. Shannon reported through July, Airline Revenues are down \$700,000 from 2019, and are 13.9 percent below budget. The 2020 Budget Correction Plan reduces this revenue source by \$1.3M to \$7.5M as a result of the forecasted 51.3 percent reduction in annual enplanements. Non-Airline Revenues are down \$3.8M since 2019 and are 31 percent below budget. Parking revenues are forecast to be off by more than 50 percent based on enplanement assumptions. Personnel costs are significantly under budget due to the reduction in positions, the Voluntary Separation Plan and the hiring freeze. She said through July 2020, Contracts and Materials were \$2.3M under budget and \$1.7M below 2019. The budget correction plan reduces the Contracts and Materials budget by \$1.6M. She said the cumulative effect of the 2020 Budget Correction Plan is a decrease in appropriation by \$3M.

Department of Water

Ms. Shannon reported Metered Water charges annual budget estimate down \$1M, and annual Expense estimate down \$850,000. Personnel Expense annual estimate down \$500,000 due to lower wage and benefits expense related to unfilled positions and filling positions at lower wage rates. Contracts and Materials Expense annual estimate down \$350,000 due to lower electric and gas utility expense, and other miscellaneous expenses experienced through July 2020.

The annual estimate for Other Jurisdictions down \$800,000 due to lower volumes/billing. Other Charges for Services revenue annual estimate down by \$700,000 due to pollution control improvements implemented, and Contracts and Materials Expense annual estimate down \$700,000 due to lower electric utility, chemicals, professional services and other miscellaneous expenses experienced through July 2020.

She said revenues sank by four percent through July 2020, and after a stellar growth during the first quarter, revenue from April through July declined 12.4 percent. Personnel Costs have been contained at 0.5 percent growth when adjusted for the extra SA pay. The hiring freeze, voluntary separation plan and other budget actions are responsible. Contracts, Materials and Other Uses fell six percent as Departments reign in spending during the pandemic, despite over \$800,000 in COVID-19 related expenses. At the end of July, Uses exceed Sources by \$5.5M despite the various actions taken to address the unprecedented crisis.

Commissioners Joseph, Mims, Shaw and Fairchild thanked everyone for the updates and noted their appreciation for staff's work.

Mayor Whaley thanked everyone for their hard work, and said she will continue to advocate for federal assistance.

The Work Session concluded at 6:02 p.m.