

January 7, 2022

TO: City Council Member Chris Dobrozsi, Chair  
Government Affairs Committee of City Council

FROM: Brian K. Riblet, City Manager *BKR*

SUBJECT: Government Affairs Committee Meeting of Monday, January 10, 2022

As a reminder, the Government Affairs Committee is scheduled to meet on Monday, January 10 at 4:30 p.m. at City Hall. Items to be discussed include:

1. Appointments and Reappointments of Boards and Commission Members—Staff will present a list of volunteers to be appointed or reappointed to the Arts, Diversity & Inclusion and Sister Cities Commissions and would like the opportunity to discuss this with the Committee.
2. Surplus Property Disposal (Community and Information Services)—Please find attached correspondence from Matthew Vanderhorst, Community and Information Services Director, requesting that the Government Affairs Committee declare the attached list of miscellaneous equipment as surplus property. If approved, the equipment will be auctioned to the public through GovDeals.com.
3. Discussion of the City Manager Evaluation Process— Staff will be present to discuss the City Manager Evaluation Process with the Committee.
4. Other Business—The purpose of this agenda item is to provide an opportunity to discuss any issue or ask questions that may be on your mind.

Also, attached are the minutes from the November 8, 2021 meeting of the Government Affairs Committee for review and approval at Monday's meeting.

Should you have questions or concerns pertaining to these topics or have additional items to be discussed at Monday's meeting, please do not hesitate to contact me.

C: Mayor and City Council Members (4)  
Connie Gaylor, Administrative Coordinator  
Department Heads  
File



**GOVERNMENT AFFAIRS COMMITTEE OF CITY COUNCIL**  
10101 Montgomery Road • Montgomery, Ohio 45242  
(513) 891-2424 • Fax (513) 891-2498

**Agenda**  
**January 10, 2022**  
**City Hall**  
**4:30 P.M.**

1. Call to Order
2. Guests and Residents
3. New Business
  - a. Appointments and Reappointments of Boards and Commission Members
  - b. Surplus Property Disposal (Community and Information Services)
  - c. Discussion of the City Manager Evaluation Process
4. Old Business
5. Other Business
6. Approval of Minutes– November 8, 2021
7. Adjournment

January 4, 2022

TO: Brian Riblet, City Manager

FROM: Matthew Vanderhorst, Community and Information Services Director *mv*

SUBJECT: Surplus Equipment

### Request

The following listed computer equipment is of no use to the department due to equipment condition and obsolescence and should be designated as surplus by the Government Affairs Committee of City Council.

| Manufacturer | Model          | Serial Number | Type             |
|--------------|----------------|---------------|------------------|
| Dell         | OptiPlex 7440  | 5QDBB02       | PC               |
| Dell         | OptiPlex 9020  | GH2JV12       | PC               |
| Dell         | OptiPlex 9020  | B9TST52       | PC               |
| Dell         | OptiPlex 9010  | BMVQFX1       | PC               |
| Dell         | OptiPlex 380   | BV9PNL1       | PC               |
| Dell         | OptiPlex 9030  | GNSPSX1       | PC               |
| Dell         | OptiPlex 7440  | JHXX282       | PC               |
| Dell         | Latitude E5530 | 74DPJX1       | Laptop           |
| Dell         | Inspiron N7110 | 3DNH3S1       | Laptop           |
| HP           | OfficeJet 8710 | CN84PB3105    | Printer          |
| Epson        | DS-530         | X2HJ107005    | Document Scanner |
| Dell         | PowerEdge 2950 | J4LCYH1       | Server           |

This equipment does have value as parts and will be placed on GovDeals.com for auction. Hard drives have been removed or erased of all data and formatted according to US DoD 5220.22-M standards.

If you have any further questions, please do not hesitate to contact me.



January 7, 2022

TO: Government Affairs Committee of Council  
FROM: City Manager, Brian K. Riblet   
SUBJECT: Diversity and Inclusion Commission Members Appointment

### Background

On December 1, 2021, City Council approved Ordinance #9, 2021 recognizing and formally establishing the Diversity and Inclusion Commission whose purpose shall be to foster diversity and a spirit of inclusivity in the City of Montgomery, recognizing the importance of all persons of color, of differing faiths, from different cultures, of sexual orientation and of gender identity. The Mission and purposes of the Commission shall be carried out through education and information sharing with the public.

The Diversity and Inclusion Commission shall consist of seven (7) members who shall be residents of the City appointed by City Council with staggering terms commencing February 1 in the appropriate year of appointment. Initially, four (4) persons shall be appointed for a term commencing February 1, 2022, who shall serve until January 31, 2024, and three (3) persons shall be appointed for a term commencing February 1, 2022, who shall serve until January 31, 2025.

### Staff Recommendation

Staff recommends the Government Affairs Committee consider the following as the first appointed members of the Diversity and Inclusion Commission:

|                    |             |
|--------------------|-------------|
| Steve Coppel       | 2-year term |
| Priya Viswalingham | 2-year term |
| Juan Molina        | 2-year term |
| Lydell Carter      | 2-year term |
| Chip Harrod        | 3-year term |
| Umana Alam         | 3-year term |
| Benny Miles        | 3-year term |

December 21, 2022

TO: City Council  
Brian Riblet, City Manager  
Tracy Henao, Assistant City Manager

FROM: Connie Gaylor, Clerk of Council



SUBJECT: Report of Boards and Commission Members with expiring terms on  
1/31/22 and their appointment status

At the January 20, 2021 Council Work Session former Council Member Roesch reported on updated language in the Boards & Commission Training Manual that included the reappointments of Boards and Commission members. This language stated that a review should be conducted between a Board or Commission Chair and Council and staff liaisons prior to any reappointments being made. Based on the terms expiring on January 31, 2022 this memo is to provide Council with a list of individuals' seeking reappointment as well as those who are not that will create vacancies on those boards or commissions.

| Board or Commission Member | Board or Commission     | Re-Appointment Status |
|----------------------------|-------------------------|-----------------------|
| Elise Williams             | Arts                    | Seeking Reappointment |
| Christine Genovese         | Arts                    | Seeking Reappointment |
| Shannon Powers             | Beautification & Tree   | Seeking Reappointment |
| Travis Everly              | Beautification & Tree   | Seeking Reappointment |
| Fred Kleiser               | Civil Service           | Seeking Reappointment |
| Mary Jo Byrnes             | Board of Zoning Appeals | Seeking Reappointment |
| Peter Fossett              | Board of Zoning Appeals | Seeking Reappointment |
| Richard White              | Board of Zoning Appeals | Seeking Reappointment |
| Greg Brodrick              | EAC                     | Seeking Reappointment |

|                    |                     |                           |
|--------------------|---------------------|---------------------------|
| Zeeshan Pasha      | EAC                 | Seeking Reappointment     |
| Bob Bammann        | Landmarks           | Not Seeking Reappointment |
| Jane Garfield      | Landmarks           | Seeking Reappointment     |
| Mark Stella        | Landmarks           | Not Seeking Reappointment |
| Jorge Tameron      | Parks & Recreation  | Seeking Reappointment     |
| Kevin Klug         | Parks & Recreation  | Not seeking Reappointment |
| Cindy Deihl        | Parks & Recreation  | Not seeking Reappointment |
| Patrick Stull      | Planning Commission | Seeking Reappointment     |
| Marcallene Shockey | Sister Cities       | Seeking Reappointment     |
| Blair Davis        | Sister Cities       | Seeking Reappointment     |

Also, the following members have resigned from their positions creating vacancies on the respective Boards or Commissions:

|               |                     |                             |
|---------------|---------------------|-----------------------------|
| Mike Harbison | Planning Commission | Resigned effective 12-20-21 |
| Elaine Cohen  | EAC                 | Resigned effective 11-15-21 |

It is anticipated that all reappointments will be made at the January 19, 2022 Work Session. Please let me know if you have any questions prior to that time.

Cc: Board and Commission Chairs  
Staff Liaisons  
File



*These Minutes are a draft of the proposed minutes from the Government Affairs Committee of City Council meeting. They do not represent the official record of proceedings until formally adopted by the Government Affairs Committee of City Council.*

City of Montgomery  
Government Affairs Committee Minutes  
November 8, 2021

Present

Brian Riblet, City Manager  
Tracy Henao, Asst. City Manager  
Connie Gaylor, Clerk of Council  
John Crowell, Police Chief  
Julie Machon, Recreation Director

City Council Committee Members Present

Ron Messer, Chair  
Craig Margolis

City Council Committee Members Absent

Lynda Roesch

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The Government Affairs Committee of Council convened its meeting for November 8, 2021 at 4:30 p.m. with Mr. Messer presiding.

Mr. Margolis made a motion to excuse Ms. Roesch from the meeting. Mr. Messer seconded. The Committee unanimously agreed.

New Business

Surplus Equipment-Police Department

Chief Crowell explained that it is necessary to declare a list of radar equipment and accessories as surplus property. He explained that the equipment dates from the mid-1990s to early 2000s and has been replaced by newer equipment. If approved, the equipment will be auctioned through the GovDeals.com government surplus auction site. He estimated the total value of the equipment to be approximately \$1,000. The proceeds from auction will be deposited into the City general fund.

Mr. Margolis made a motion to declare the list of radar equipment and accessories as surplus to be auctioned through GovDeals.com. Mr. Messer seconded. The Committee unanimously agreed.

Surplus Vehicles-Police Department

Chief Crowell explained that it is necessary to declare three 2015 Ford Police Interceptors as surplus. He explained that the cruisers were removed from police service as part of the department's annual rotation and replacement of vehicles. He stated that, if approved, the vehicles will be auctioned through the GovDeals.com government surplus auction site. The proceeds from these vehicles will be deposited into the City general fund.

Mr. Margolis asked the Chief if the department was still on a three-year rotation for declaring vehicles as surplus.

Chief Crowell replied that typically in the past the rotation is to purchase three vehicles every other year and then only one on the off year.

Mr. Riblet explained that staff has been conducting a fleet maintenance review. He states that in

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doing this research and meeting with Enterprise Fleet Management, there could be recommended changes to that policy in the future.

Chief Crowell added that the department not only considers the milage of a vehicle but also the engine hours as cruisers spend a lot of time idling and this can place wear on the vehicle.

Mr. Margolis made a motion to declare the list of vehicles as surplus to be auctioned through GovDeals.com. Mr. Messer seconded. The Committee unanimously agreed.

#### Update on Holiday Card

Ms. Machon explained that included in the packets were submissions for the 2021 Holiday Card. She explained that the annual holiday card contest did not receive submissions until the final day of the contest which did prompt a conversation at an Arts Commission meeting as to whether that contest had run its course. She explained that Elise Williams, a Commission Member and Sycamore High School Arts Teacher, stated she felt it was a timing issue of the contest being ran in the late summer and suggested beginning the contest in December and running through March each year so that photos and submissions could depict winter and/or holiday scenery. Ms. Williams stated that she could include the contest in her curriculum to engage students as well.

The Committee and staff discussed the submissions that were included in their packets.

Mr. Margolis made a motion to use the card depicting a Happy Holidays theme with Cardinals. Mr. Messer seconded. The Committee unanimously agreed.

#### Other Business

##### MCLA

Mr. Messer asked Mr. Riblet to provide an update on the 2022 MCLA program.

Mr. Riblet explained that staff is still targeting the December 1 Business Session to provide a recommendation on how to move forward with the program. He explained that at the current time the key stakeholders have different requirements or circumstances to consider. He explained the following:

- Currently Twin Lakes is requiring masks at all times, this is being monitored;
- Ohio National is not confirmed as they are working to determine the physical presence of their staff and the leasing of available space at their building;
- Sycamore Schools would not be able to use the High School as it is under construction which would mean relocating and losing the Aviator Lab as the main attraction;
- Bethesda North will require masks at their session in the Robotics Room and dinner may not be an option.



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Mr. Riblet explained that until he gets final feedback from the key stakeholders, he is not confident that the desired experience will be offered to the paying participants.

Mr. Margolis asked if shortening the program to being all City featured sessions would work.

Mr. Riblet replied that he felt a big appeal and part of the program is visiting the stakeholders as it exposes the participants to facilities and experiences they would not normally get.

Mr. Messer asked if staff could come back with another option other than to defer or cancel the program at the December 1 meeting.

Mr. Riblet stated that staff could look into it to see if there was a favorable way to scale it back. He stated that Amy Frederick was also reaching out to all the registrants to see if their level of participation or willingness to defer to 2023 if needed. He stated he would provide an update on December 1.

#### Strategic Plan

Mr. Messer asked Mr. Riblet to provide an update on the Strategic Plan.

Mr. Riblet explained that Management Partners has submitted a final draft of the Strategic Plan however staff did find a strategy that may need to be tweaked. He stated corrections would be made a draft included in the November 17 Work Session Packet for review and consideration at the December 1 Business Session. Mr. Riblet added that the Mission and Vision Statements would also be included in the Strategic Plan documents. He explained that a survey was sent out to staff to obtain their feedback and he was happy that two-thirds of the staff participated in the survey. He stated that staff has worked to create teams for the goals that includes department heads, mid-level managers and quite a few front-line staff members. He stated that the Goal Teams have already started scheduling kick-off meetings to begin creating implementation steps and timelines.

Mr. Messer thanked Mr. Riblet for the updates.

#### Minutes

Mr. Margolis moved to approve the October 18, 2021 Government Affairs Committee minutes. Mr. Messer seconded. The Committee unanimously agreed.

#### Adjournment

Mr. Margolis moved for adjournment. Mr. Messer seconded. The Committee unanimously agreed. The Governmental Affairs Committee of Council meeting was adjourned at 5:30 p.m.

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Chair