

**CITY OF LOVELAND
MEMORANDUM**

TO: Mayor and Council
FROM: David Kennedy, City Manager
RE: Weekly Update
DATE: November 20, 2020

Administration

This week, Assistant City Manager, Tom Smith, and I participated in multiple interviews for the Human Resources Manager and the Marketing and Communications Coordinator part-time positions. We have received many qualified candidates for both positions.

Touchless electrical upgrades were installed at City Hall this week. These upgrades come by way of council's decision to approve the use of CARES Act relief funds for public health improvements in public buildings. The Public Works building has also been completed.

Wednesday, I met with Eric B. Partee, Executive Director of the Little Miami Conservancy. The purpose of the meeting was to review a proposed expansion of the existing deck at the Conservancy located at 209 Railroad Avenue. With COVID-19, they are looking to conduct more of their activities outdoor.

Thursday, I met with Doug Feagles owner of the office building at 411 West Loveland Avenue. The purpose of the visit was to review a recently vacant space in the building. Doug, owner of Eagle Custom Homes, who's offices are in the building, is very happy to be located in the city as was hopeful that he will get the vacant space filled. Zoning and Economic Development Specialist, Eva Wisby will gather the pertinent information on the available space and create a post on the city's website.

Public Works

The majority of the week for Public Works was spent on leaf pickup. With that, the city received a call this week from a resident who was extremely appreciative for Public Works efforts in staying on top of this service.

Following multiple calls concerning the darkness of the temporary hillside parking area adjacent to City Hall, we were able to work with Duke to have a spotlight installed. Based on my observance, the light is working well, and the area is much safer for public parking

Building and Zoning

The Planning and Zoning Commission met on Tuesday to review an application by CB Butterworth LLC for the initiation of an SPD on Butterworth Road. The Commission held a public hearing to garner input and feedback from the public. In a vote of 4-0 (with one member of the Planning and Zoning Commission recusing himself), the Commission motioned to recommend to City Council for the initiation of the SPD and that the council schedule a public hearing.

Monday, the Comprehensive Master Development Plan (CDMP) Character and Identity subgroup met. The subgroup discussed various possibilities for streetscaping the Loveland-Madeira Road Business Corridor and marketing the Little Miami River to greater use.

- Other Building and Zoning for the week activities include:
- The final lot of the Cedar Drive development is in the framing stages.
- Tiger Express Laundry completed its framing and insulation inspection.
- Paramount Mortgage, formerly Cincy Shirts, also completed the framing inspection portion of their interior alterations permit.
- LaRosa's Pizza completed their framing inspection for their drive-up window.

Finance

This week, I offered the position of Director of Finance to Mark Medlar. Mark accepted the position and will begin on December 14. Mark is currently employed by Butler County and has extensive experience in accounting, budgeting, financial reporting, and utility billing. Mark will be sworn into office on at the December 15 Council meeting, by Mayor Kathy Bailey.

This week, Director of Finance, Michelle Byrde, received notification from the Government Finance Officers Association (GFOA), that for the seventh consecutive year, the city has received their Distinguished Budget Preparation Award for the 2019 Operating Budget and Capital Improvement Program (CIP). This is again a testament to Michelle's hard work and another reason we will miss her upon her upcoming retirement.

LSFD

Monday, the Fire Station 63 Relocation Focus Group met to review an assessment of the existing Station 63 completed by MSA Design. To review the assessment [Click Here](#).

Police

This week LPD quarantined three Loveland Officers for possible COVID exposure. They all will return on Monday.

Touchless faucets were installed at the Safety Center.

Loveland Magazine ran an article this week about LPD increasing its separation and cleaning with the rise of COVID cases.

Chief Rahe attended Emergency Operation Planning training on Thursday.

Upcoming Events and Meetings

- CNDP Parks and Natural Resources Subgroup, November 23, 2020, 5:00 PM @ Meeting will be available for viewership on the City's YouTube Channel found at: https://www.youtube.com/channel/UC_dv2VwoxIPQrntX8lS2hyg
- Community Improvement Corporation (CIC), November 24, 2020, 5:30 PM @ Council Chambers
- City Council Meeting, November 24, 2020, 7:00 PM @ City Hall