

**CITY OF LOVELAND
MEMORANDUM**

TO: Mayor and Council

FROM: David Kennedy, City Manager

RE: Weekly Update

DATE: August 14, 2020

Administration

The Beautification Committee meet on Monday to begin planning for the fall cleaning up and planting. They also discussed the format for the 2020 Light Up Loveland holiday decorating contest.

On Tuesday morning, Assistant to the City Manager Misty Brents, met with representatives from Donovan Energy to determine the best location for two dual electric vehicle charging stations in preparation for the Ohio Environmental Protection Agency's grant application. The Linda J. Cox Trailside Parking Area was identified as the best location due to its proximity to the bike trail, restaurants, and retail businesses. This location also has accessibility to existing electric service.

Following City Council's approval Tuesday evening, the proposal with Desman Design Management for a downtown parking rate and revenue study was executed.

Friday morning, Assistant City Manager, Tom Smith met with representatives from Donovan Energy to obtain a quote for lighting upgrades at City Hall. If possible, the City plans to take advantage of the commercial lighting rebates currently being offered by Duke Energy.

Assistant City Manager, Tom Smith was elected to serve as the vice president of the Cincinnati Area Manager's Association (CAMA). CAMA is a professional organization that assists in the personal and professional development of local government administrators. CAMA also facilitates trainings on current issues facing local government, technical assistance, and outreach.

Building and Zoning

The Loveland Life Pantry applied for a permit to occupy space in the Shoppers Haven shopping center. In an effort to convert the processes and applications of the Building and Zoning department to digital, staff met with several vendors throughout the week for a demonstration on new permit software that would offer online application and payment options as well as digitizing equipment that would offer scanning capabilities.

Finance

Ryan Holliday from the Ohio Auditor of State's office visited the Finance Department on Thursday morning to present the Ohio Auditor of State Award with Distinction to Director of Finance, Michelle Byrde. Criteria to receive this award include:

- Filing all reports on time via the Hinkle system and preparation of a CAFR (Consolidated Annual Financial Report);
- No material items noted in the audit report;
- The management letter contains no comments related to:
 - ethics referrals
 - questioned costs
 - lack of timely report submission
 - bank reconciliation issues
 - public meetings or public records issues;
- No financial or other concerns on the part of the entity

Although this is a financial reporting-based award, thanks go to all departments for complying with City financial policies to enable the City to receive this award.

Police

This week the Loveland Police Department was recertified by the Ohio Collaborative Community-Police Advisory Board. The Collaborative is a panel of law enforcement experts and community members who establish professional standards for law enforcement policy and peer review the professional practices of law enforcement agencies throughout the State of Ohio.

Public Works

The final park sign planned for replacement in 2020 was completed this week, with a new sign installed at the Navaho Tot Lot by Public Works.



Tuesday, City Engineer, Cindy Klopfenstein submitted a Hazard Mitigation Assistance (HMA) pre-application to the Federal Emergency Management Agency (FEMA). The purpose of the grant application was to request funding for the installation of a natural gas generator at the city's Water Treatment Plant at Betty Ray Park. With natural gas being extended by Duke Energy down Betty Ray Drive, the city now has the option to switch from a diesel-powered generator to a natural gas generator. As the water plant is a critical infrastructure, a natural gas generator is more preferred over diesel as it will not require refueling, thus providing continued water plant operations during extended electrical outages. The total cost of the project is \$125,000 and requires a 25% local match. If funded, the city's share would be \$31,250.

The sanitary sewer connection project for the Nisbet Park restroom resumed this week and is nearing completion. On Friday, a pre-construction meeting was held for the SCADA replacement project. Installations for the project are anticipated to begin in 4-6 weeks and be complete in early November.

Upcoming Events and Meetings

The Comprehensive Master Development Plan Committee will meet on Monday, August 17, at 7:00 p.m.

The Ad Hoc Committee to Review Council and Committee Rules will meet on Tuesday, August 18, at 5:30 p.m.

The Arts Commission will meet on Tuesday, August 18, at 7:00 p.m.

The Veterans Memorial Committee is scheduled to meet on Wednesday, August 19, at 6:00 p.m.

The Public Relations and Communications Committee is scheduled to meet on Thursday, August 20, at 6:30 p.m.