

**CITY OF LOVELAND
MEMORANDUM**

TO: Mayor and Council
FROM: David Kennedy, City Manager
RE: Weekly Update
DATE: December 31, 2020

Administration

Much of the past two weeks has been spent securing quotes for the commencement of Capital Improvement Program (CIP) projects and equipment purchases as we enter the 2021 fiscal year. These include the following items not requiring City Council approval:

- Removal of the tennis courts at Boike Park
- Survey and layout of the Sandman property, adjacent to the Safety Center, for the expansion of needed public and employee parking
- Upgrades to the City Hall fire alarm
- Nisbet Park Improvement Plan
- Public Works mower
- Roof-top Air Conditioning unit at City Hall

Also, numerous projects requiring City Council approval will be included on the upcoming January 12, 2021 agenda:

- Building and Zoning software
- Fixed Asset software
- Lever Park tennis and basketball court repair, resurfacing and restriping
- Phase 3 of GPS traffic signal installation, for priority signal cueing for emergency vehicles
- Replacement of six flow meters at the water treatment plant and our booster stations

Also included in the 2021 budget, was funding for a Downtown Streetscape Plan. An RFQ/RFP has been completed, and following some minor changes, it will be placed out for submission. Two members of the Tree and Environment Committee and one member of the Historic Preservation and Planning Commission will assist staff with the review of the proposals. City Council can anticipate a recommendation of a firm for completion of the plan by mid-February. To review a draft of the Downtown Streetscape RFP/RFQ [Click Here](#).

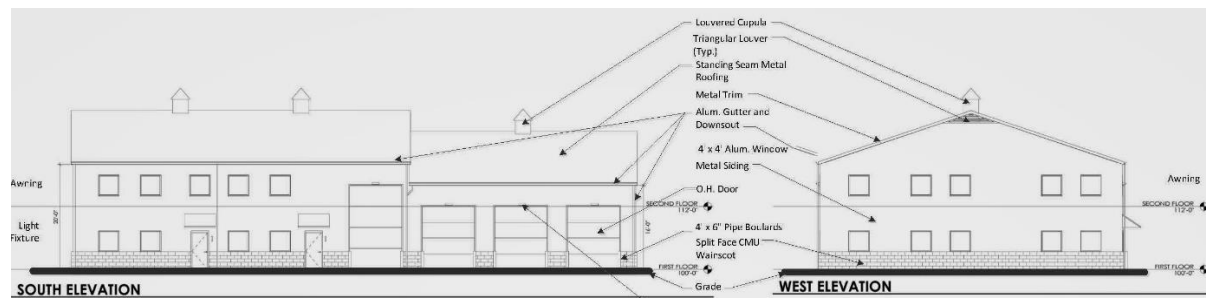
Finance

Director of Finance, Michelle Byrde officially completed her career with the city with her final day of employment. Working hard to the end, Michelle completed many loose ends, worked with Mark Medlar, and as anticipated, left the city in great shape on her last day.

Public Works

Choice One Engineering completed the bid package for the Broadway Stabilization Project. The project, which was to have commenced in 2020, has been delayed due to various reasons, including delay in OPWC funding agreement issuance, and securing needed easements. With all easements approved, the project will advertise for bid on January 6. With a bid due date of January 21, 2021, we anticipate a recommendation of contractor award for City Council at their January 26, 2021 meeting.

City Engineer, Cindy Klopfenstein, completed the Request For Qualifications (RFQ) for the Public Works Office/Garage Building project. Following receipt of the qualifications due January 27, selected firms will be asked to submit formal cost proposals. The Public Works Office/Garage Building project will be completed as a "Design - Build" with the selection of a team consisting of an architect, engineer, and a contractor. "Design - Build" projects typically result in reduced cost and time.



Public Works Office/Garage, South, and West Elevations

[Click Here](#) to view more information for projects out to bid, RFQ or RFP.

Police

This holiday week LPD stayed busy with a host of calls typically seen during the holiday season. Officers responded to two suicidal individuals. Both calls were resolved without incident. All parties received the help they need to get them through their difficult time.

LPD responded to a Christmas Eve domestic violence run involving two adult brothers. The victim received only a minor bite injury.

This New Year's Eve, Chief Rahe will celebrate his 22nd year with LPD. For those who didn't know, Sean started his law enforcement career as a Corrections Officer with the Hamilton County Sheriff's Office. Oh, how the years have flown.

LSFD

Chief Huber, was informed by the Insurance Services Office (ISO) that the Loveland Symmes Fire Department has been elevated to a Class 1 status. As Chief Huber stated, "This is the most prestigious level that a community can achieve." An ISO rating plays an important role in the underwriting process at insurance companies, therefore impacting our residents and businesses premiums. With the highest rating attainable, this results in a positive benefit to our community, and again a symbol of the high level of performance of LSFD. Chief Huber will be planning a formal press release.

Closing Comments

With the final weekly update of 2020, it is a good time to salute all city employees, LSFD personnel, and all the elected and volunteer members of council and our numerous commissions, for their service to this community during what was a very trying year. Getting to see all of their efforts up close throughout the year, I have come to appreciate what many do not see, and that is a genuine commitment to the community of Loveland. As we now say goodbye to Michelle Byrde, we look forward to the new faces that will be joining the team in 2021, for what should be a very exciting year.

Upcoming Events and Meetings

- City Offices Closed January 1, 2021 in observance of New Years Day
- Planning and Zoning Commission; January 5, 2021, 7:00 PM @ Council Chambers
- Historic Preservation and Planning Commission; January 6, 2021, 7:00 PM @ Council Chambers
- Public Relations and Communications Committee; January 7, 2021, 6:30 PM @ City Hall