

**CITY OF LOVELAND  
MEMORANDUM**

**TO:** Mayor and Council  
**FROM:** David Kennedy, City Manager  
**RE:** Weekly Update  
**DATE:** April 16, 2021

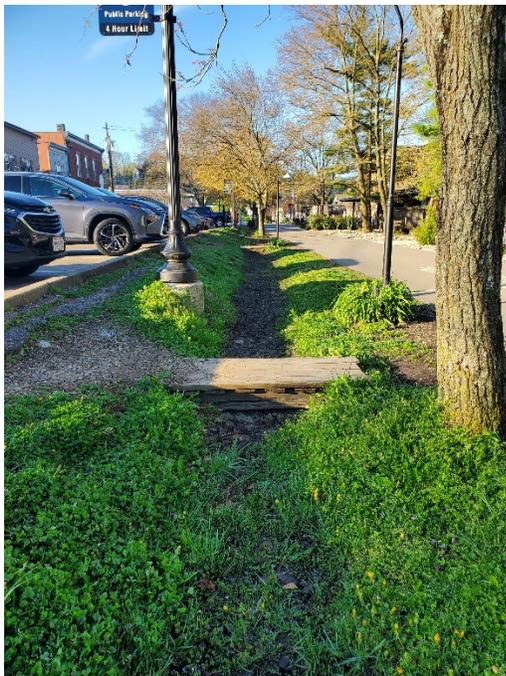
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**Administration**

This week, the first two properties participating in the Loveland Heights Housing Rehabilitation Grant Program were approved. The projects will replace gutters at a residence on Tuscarora Drive and concrete porch replacement on Oneida Drive. The popularity of the rehab program continues to grow as additional applications were received this week, and multiple site visits conducted.

Tuesday, the Civil Service Commission met to review and ultimately approve the new position of Property Room Manager. Also, from a total of 61 applicants, the commission approved the certification of 15 for the 2021 Police Officer Hiring Candidate List. Special thanks to Police Lieutenant, Amy Campbell and Human Resources Manager, Joy Deardorff for their efforts in this very time-consuming process of developing the candidate list.

Thursday, I had the opportunity to meet with Jack Gerber and his mother regarding his Eagle Scout Project. Jack would like to take part in the upcoming bike trail ditch line project the city will be undergoing as soon as final approval from the Ohio Department of Natural Resources (ODNR) is received. Jack will assist with the landscaping, and bench installation. As this is largely an in-house project, we greatly appreciate Jack's assistance. This project, which stems from the Downtown Strategic Plan, has been in the planning stages for over a year. We expect ODNR easement approval to be presented to City Council at an upcoming meeting.



## **Finance**

The audit team from Clark Schaefer Hackett was at City Hall on Tuesday and Thursday this week for their initial visit to review 2020 financials. The auditors ran a variety of tests of the City's financial controls which required Finance Department staff to pull files from 2020 transactions and answer a whole host of questions. All of this was done while maintaining day-to-day operations during tax season. The Clark Schaefer Hackett team is planning to return the week of May 10<sup>th</sup> to continue the annual audit process.

## **Building and Zoning**

An application for a 4,900 square foot addition to Flex Pack has been submitted. Flex Pack is one of the many growing companies in the Commerce Park looking to expand their space. They do product packaging for companies that sell agricultural, chemical, pharmaceutical, diagnostic research, industrial, and military products.

## **Public Works**



Last Saturday, the Phillips Park Reforestation project was completed. The turnout of volunteers for the project was significant. Special thanks to local resident Cindy Kessler, the Tree and Environment Committee, and Jason Brock with the Public Works Department.

This week, public works installed solar powered flashing crosswalk signs on Rich Road at Phillips Park. Given the number of High School students who park at Phillips Park, the project was fully supported by the school district. Thanks to a safety grant through the Ohio Department of Transportations (ODOT), there was no cost to the city for the new signage.



Following council action on Tuesday, staff executed contracts for the Miamiview Culvert Replacement and Butterworth Road Sewer Main Expansion projects.

### **Police**

It was a busy week for LPD. Officers took reports for 2 assaults, 4 auto accidents, a theft, a sexual assault, and a protection order violation. In addition, Loveland Officers made 4 arrests and executed a search warrant for evidence. Systems Manager Tina Kerns has been busy with the transition from LPD's current records management software to our new software. This week she trained the LPD Family in preparation for the switch in May.

Lieutenant Amy Campbell (a defensive tactics instructor) and Officer Jesse Moore (an ALiCE instructor) are conducting personal safety training with the downtown businesses on Saturday. K9 Mack and Officer Kyle Bibelhausen assisted Mason Police with a drug search of Mason High School. Lieutenant Mike Szpak worked with the United States Post Office inspectors on a threat to employees at the Loveland Post Office.

### **Public Relations**

This week, Marketing and Communications Coordinator Krista Rose distributed press releases for [Tree City USA](#), the launch of the [Lovin Life](#) website, and the 2021 [Memorial Day](#) Parade and Ceremony. Ms. Rose and Assistant to the City Manager/Clerk of Council Misty Brents also met with Ray Kingsbury to discuss a promotional video for Loveland U that will include alumni from the 2019 program.

### **Upcoming Events and Meetings**

The Loveland Sustainability Council have organized an Electronics and Recycling Dropoff this Saturday, April 17, from 1 – 4 p.m. at the Loveland Public Works facility, 10980 Loveland Madeira Road. For more information, [click here](#).

The Law and Ordinance Committee will meet on Monday, April 19, at 7 p.m. in Council Chambers.

The Finance Commission is scheduled to meet on Wednesday, April 21, at 5 p.m. at City Hall.

The Community Kickoff for Homearama will take place on Thursday, April 22, at Bishops Quarter beginning at 4:30 p.m.