



## City of Loveland

### MEMORANDUM

**TO:** Mayor and Council  
**FROM:** David Kennedy, City Manager  
**RE:** Weekly Update  
**DATE:** January 14, 2022

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#### **Administration**

This week, Assistant to the City Manager, Misty Brents, and I participated in a conference call with Jane Dockery to review the agenda, surveys, and the general process for the City Council Goal Setting Retreat.

Thursday evening, the Parks and Recreation Board met to review the proposed playset for Phillips Park, receive an update on the progress of Nisbet Park improvements, review the board's purposes/mission as defined by the city's charter and be updated on committee member training by Misty Brents. Also, during the meeting, Lisa Freeman was appointed as chairman for the board.

The Comprehensive Master Development Plan Steering Committee met Monday to discuss the feedback obtained at the December community engagement event held at Oasis Turf and Tree. The committee also reviewed a final draft of the document to incorporate several of the comments and responses from December's event. Among those remarks were a couple of small text revisions, the inclusion of hosting additional special events on Loveland-Madeira Road, the addition of a road networks map for suggestions for an alternate river crossing, and a summary of findings from the December community engagement event survey was added to the appendices. A follow up meeting to review the final document is scheduled for Thursday January 20<sup>th</sup> at 6:00pm. The meeting will also be live streamed to the city's website, YouTube Channel, and Facebook page. A draft of the proposed plan can be found here:  
<https://www.lovelandoh.gov/DocumentCenter/View/2078/Comprehensive-Master-Development-Plan---DRAFT?bidId=>.

#### **Building and Zoning**

An application has been submitted for a site plan review for the property located on the corners of West Main Street and Highland Street. The proposed development includes two structures each consisting of nine-unit single-family attached townhomes.

On Friday, Assistant City Manager, Tom Smith met with the new owner of 115 Railroad to discuss the potential future use of the land.

#### **Public Works**

Cindy Klopfenstein gave a presentation to a local Scout troop at City Hall on Sunday about the role of a City Engineer and about storm water management. Then, the Scouts (ages 10-11) practiced their public

speaking skills and shared their own research presentations in Council Chambers about scouting programs in other countries.

Public Works completed the removal of stockpiles from the portion of the grounds which will house the new garage/office building.

### **Finance**

With 2022 in full swing, Assistant Finance Director, Barbara Turcotte has been busy setting up new year purchase orders to ensure that the city continues to pay its vendors in a timely manner and adhere to purchasing guidelines. When organizations crossover into a new fiscal year, there can sometimes be lags when it comes to accounts payable. The Finance Department does its best to minimize such disruptions.

Finance Clerks, Dawn Everett and Ann Gott took part in a webinar hosted by the Regional Income Tax Agency (RITA) to keep up to date on the latest tax filing requirements. This training will help the city continue to provide excellent customer service to those filing their income taxes.

### **Police**

This week a driver leaving Cindy's crashed into a sign and table outside Trailside Provisions then into the Brown Building before leaving the scene. Fortunately, the event was captured on video. Officers received a tip from Hamilton Township and the owner of the vehicle was identified. The case remains under investigation.

K9 Cruz was sworn at the City Council meeting on Tuesday. Advertising went out this week for the Loveland Assistant Chief of Police position. The Ohio Association of Chiefs of Police Professional Services is assisting with the applicant review and assessment center. Staff hopes to have the new Assistant Chief on board in April.

### **Upcoming Events and Meetings**

City Offices will be closed on Monday, January 17, in observation of Martin Luther King, Jr. Day.

The Finance Commission is scheduled to meet on Tuesday, January 18, at 5:00 p.m. at City Hall.

Homearama will hold a groundbreaking ceremony at the ChimneyRidge site on Thursday, January 20, at 10:30 a.m.

The Comprehensive Master Development Plan Steering Committee will meet on Thursday, January 20, at 6 p.m. at City Hall.