

City of Dayton  
Memorandum

TO: Mayor and Council

FROM: City Administrator, Michael Giffen

RE: Monthly Report

DATE: June 30, 2018

---

**Overview**

We were able to hire both a full-time and a seasonal worker to our public works crew early this month, which puts us back to a full crew for the summer.

The homeland security cameras are all up and running well and staff has been trained on their use.

Stage I plans were approved at our June Planning and Zoning Meeting for a new multi-family development project at Manhattan Harbour. Construction timeline for the project is TBD. The developers are currently putting together the financing.

Phil, Rick and I also met with the owner of the property causing some hillside slippage on Dayton Pike / Boone Street. The owner has hired an engineer and we discussed on site what the options would be. They have agreed to put in a block retaining wall by late this year. The engineer doesn't anticipate the hillside moving any more until next spring.

The Mayor and I met with the County to discuss next steps to help address the cat colony issue that we discussed at the June council meeting. After several meetings with all parties involved the number of cats in the troubled area seems to be diminishing.

Rick and I met twice with FEMA to review our claims for the February Ohio River flooding. While we didn't sustain any damage, we were able to submit for preventative maintenance costs. Our case is pretty simple and we should be able to be reimbursed for overtime wages, rental, and material cost. We will continue to work with FEMA on submitting the claim and it will likely take while for everything to process through the system.

The Main Street Boards, "I 8 in Dayton" promotion should start in July. Participants get 8% off their meal at participating restaurants and a limited edition t-shirt if they get all of the restaurants punch on their card. Punch cards are available at participating restaurants and here at the city building.

## **Finance**

The city broke even on our 2017-2018 Budget which ended June 30, 2018. We will post a copy of the budgets online sometime next week.

The 2018-2019 Budget will hear a 2<sup>nd</sup> reading in July.

## **Fire Department**

The Mayor's of Bellevue and Dayton, along with the personnel committee of the Fire Board, interviewed applicants for the open Fire Chief's position late this month. Chris Adkins was offered the job unanimously by the Fire Board at the June 27<sup>th</sup> Fire Board meeting.

## **Economic Development/Grants/Etc.**

### **Manhattan Harbour:**

The framing of the Gateway project started late this month and should continue full speed ahead during the month of July.

The developers of the 265 unit Tapestry site are eagerly waiting to close on the project so construction can begin this summer.

The group of developers responsible for the Gateway project are putting together financing for a smaller multifamily project on lots 6-9 on the west end. Once complete we will have a better idea on when the plan to break ground.

### **Riverfront Commons (Design Phase):**

ROW forms were sent in to the state for review. We are eager to bid out the construction of the project.

### **Sidewalk Improvement Project (Design Phase):**

Plans have been submitted to KYTC. Once approved we can move into Right-of-Way acquisition.

### **Sixth Avenue Lighting Project:**

Phase I, which consisted of concrete and electrical work, has commenced and is all but complete at this time. Phase II will see the new ornamental poles put into place and we should be able to wrap up the project by the first or second week of July.

## **New City Building (Design)**

Questionnaires were filled out by the police department and administrative offices to help KZF gather some information. Later in the month KZF hosted a Kick-Off meeting to review the questionnaires and to start to lay the preliminary ground work for the first phase of design.

To reiterate, Phase I of design will lay out the location of the building along with a floor plan and estimated costs to complete the project.

## **Upcoming Meetings**

City Council Meeting – July 17<sup>th</sup>

Main Street Board – July 31<sup>st</sup>

Comprehensive Plan Board Meeting - TBD

Respectfully Submitted,

Michael Giffen

## City Administrator's Council Meeting Report

July 17, 2018

\*Please note this is a tentative segment of the July 17, 2018 Council Meeting agenda that includes some of the topics, ordinances, orders and discussions I or others may be presenting. The topics below are not a full representation of the agenda. The official meeting agenda will be solidified at a later date. If you have any questions please don't hesitate to reach out to me.

At this point I have nothing else for my City Administrator's report.

Other Topics for the meeting include:

1. **Ordinance (2nd Reading) – Vacant Property Registration Fee.** After review and recommendation by committee, attached is the revised Vacant Property Registration Fee Ordinance. The only change is in the Section 157.04 of City Ordinances, titled Registration Fees to allow for two deferments of 180 days each and a third deferment of 90 days. In short, with the new ordinance, a property owner of vacant property would register and may defer paying the fee for a total time period of one year and three months. *\*\*\*\*As this question comes up from time to time, I have taken the time to further publicize that the fee is required in concert with other cities who have the fee by creating signs informing owners, title agents, etc., of the registration requirement/fee and placing the signs at the County Clerk's Office and Courthouse. \*\*\*\**
2. **Ordinance (2nd Reading) – Closure of Unimproved Portions of Front Street and Dodd Drive** – These unimproved paper streets are to be closed as part of the Manhattan Harbour Development. This has been reviewed and approved by the Planning Commission. As all the adjacent property is owned currently by City, unimproved portions would revert to City in whole.
3. **Ordinance (2nd Reading) – Amend FY17/18 Budget** – This Ordinance is to amend the budget to move \$20,000 in park funds into a specific line item for the Vine Street Park.
4. **Ordinance (2nd Reading) – Adopt FY18/19 Budget** – Budget for Fiscal Year starting July 1, 2018 to June 30, 2018.

- 5. Resolution** - AUTHORIZING THE ISSUANCE OF UP TO \$35,000,000 MAXIMUM AGGREGATE PRINCIPAL AMOUNT TAXABLE INDUSTRIAL BUILDING REVENUE BONDS, SERIES 2018, IN ORDER TO ASSIST ARLINGTON PROPERTIES, INC., OR ITS ASSIGNS, TO FINANCE THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF AN INDUSTRIAL BUILDING FACILITY LOCATED WITHIN THE CITY OF DAYTON, KENTUCKY AND TO IMPROVE SAID FACILITY.