

City of Dayton  
Memorandum

TO: Mayor and Council

FROM: City Administrator, Michael Giffen

RE: Weekly Report

DATE: May 18, 2018

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**Administration Overview**

The upcoming public survey for the comprehensive plan was finalized and will soon be available online. There will also be a condensed version that volunteers will be passing around during the Memorial Day parade.

The finance committee met on Thursday to review the recent draft of the budget and I also sat down with Jim Richmond on Friday to discuss the fire budget in a little more depth. Keith (Bellevue City Admin.) and I hope to have those numbers sent off to the fire board next week. I hope to have a copy of Dayton's budget available for council review sometime next week, along with the financial information relating to the design and construction of a new city building.

We are still accepting applications to replace our vacant full-time public works laborer position.

**Fire Department**

Nothing new to report.

**Finance**

The finance committee met on Thursday and reviewed a new draft of the budget.

**Economic Development/Grants/Etc.**

- **Manhattan Harbour:**
  - A June 6<sup>th</sup> Planning and Zoning meeting is scheduled to review plans for a new phase at Manhattan Harbour.

- **Sixth Avenue Streetscape Improvement:**
  - Concrete bases are on back order. We are waiting on Duke Energy to give confirmation on delivery so we can schedule the concrete/conduit work. Construction will start after Memorial Day Weekend.
- **Riverfront Commons (Design Phase):**
  - The bid documents are being finalized and I have reviewed a draft.
- **Sidewalk Improvement Project (Design Phase):**
  - Waiting for GRW to complete the electrical portion of the sidewalk designs.
- **Homeland Security Camera Project:**
  - Reimbursement check has been received. Grant is closed.

#### **June Council Meeting Topics (Tentative)**

- Vacant Property Ordinance – adding a 180 day extension for those that have made a considerable effort to sell or rehab a property.
- Board Updates/Appointments
- Applicant Agent Appointment – Appoint City Administrator so we can move forward with submitting preventative maintenance claim to FEMA for February Flood event.

#### **Upcoming Meetings**

Main Street – May 29<sup>th</sup>  
Council Meeting – June 5<sup>th</sup>  
Planning and Zoning – June 6<sup>th</sup>

Respectfully Submitted,

Michael Giffen  
City Administrator