

City of Dayton  
Memorandum

TO: Mayor and Council

FROM: City Administrator, Michael Giffen

RE: Monthly Report

DATE: October 2019

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**Overview**

The Planning and Zoning Board will meet on Wednesday November 6<sup>th</sup> to discuss the new Comprehensive Plan draft that is now [available for review online](#). The board will meet to weigh in on the presented “Goals and Objectives” and “Land Use” maps. I encourage everyone to attend as this will be a great opportunity to make public comments regarding the document.

There hasn't been a lot of movement on the surface down at Manhattan Harbour. There are several sites that are under contract looking to close, but there are still a lot of moving parts to figure out in terms of the developer closing on their financing.

Property Tax Bills have been mailed. The bills are due EOD December 2<sup>nd</sup>.

KYTC contacted the Mayor, Councilman Neary and I with an update on our request to test a four-way stop at 6<sup>th</sup> and Berry. In summary, our request is still “under review” and must meet several conditions to be considered for change or removal. Any information gathered during a trail-run is not sufficient data in their eyes. They do not view the current traffic configuration for vehicles or pedestrians as a dangerous area according to their current data. Finally, they are interested in seeing the traffic study to see the impact Manhattan Harbour would have on the intersection. I will let Councilman Neary expand on this if he would like at the November Council Meeting.

Republic has implemented the new trash schedule and from our perspective has gone off with little aggravation from the public standpoint. There are still some hiccups that need to be worked out but all in all, we have worked through many of the issues that arose during the leadup to the change.

A few of the department heads met with the Mayor and SHP to finalize the preliminary design office layout of a potential adaptive re-use for a new city building.

Our major sidewalk addition/improvement grant continues to make its way through the Right-of-Way phase. The City Attorney and Dun Robin Associates have been hard at work and we got

word this week that the appraisal reviews are complete. Here is an updated schedule for the ROW Phase of the project:

SCHEDULED	TASK	ACTUAL
5/15/2017	Kick-Off Meeting	5/15/2017
7/17/2019	Authorization	7/29/2019
8/30/2019	Appraisal Scoping Complete	8/30/2019
8/15/2019	Notice of Proposed Acquisition Letter Mailed	8/6/2019
9/15/2019	Titles Completed	9/9/2019
9/30/2019	Appraisal Reports Complete	9/30/2019
10/15/2019	Appraisal Reviews Complete	10/24/2019
10/28/2019	FMVE Established	
11/11/2019	Offers Mailed/Delivered	
11/18/2019	Offers Received	
12/30/2019	Final Offers Made	
1/15/2020	Negotiations Complete	
1/30/2020	Billing Packets Submitted	
1/30/2020	Condemnation Packets Submitted	
1/30/2020	Closings Complete	
3/1/2019	KYTC Compliance Review	
?????	R/W Control Letter Submitted	

The current goal is to bid the project out in March 2020.

Finally, as part of the on-going work by SD1 and the NKY Water District on Belmont and Ervin Terrace we have put in several new catch basins and grates to help capture up-hill storm water that has caused some of the issues on lower Ervin Terrace. The Water Company is about 50% done with their work on Ervin and will be looking to replace some curbing and sidewalks in November. The project is schedule to wrap up in December, weather pending.

Respectfully Submitted,

Michael Giffen  
City Administrator

**City Administrator's Council Meeting Report**

**November 5, 2019**

\*Please note this is a tentative segment of the November 5, 2019 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.

- **Request for Text Amendment to be reviewed by P&Z Board**

Other Topics for the meeting include:

**Ordinance, 2<sup>nd</sup> Reading** – Amend calendar year 2019 tax rate for tangible property to conform with statutory requirements.

**Ordinance, 1<sup>st</sup> Reading** – Request to vacate unimproved Silver Street ROW.