

September 28, 2017

TO: City Manager, Mayor and City Council Members

FROM: All Department Heads
Connie Gaylor, Administrative Coordinator

SUBJECT: Thursday Update

The following information is provided to you as a summary of activities for the week of September 25, 2017 and as an announcement of activities in the coming weeks:

1. As a reminder, the Law and Safety and Financial Planning Committees will meet on Monday, October 2 at 3:30 and 4:30 p.m., respectively. The Planning, Zoning and Landmarks Committee has cancelled their meeting for the month of October.
2. As a reminder, City Council Business Session is scheduled for Wednesday, October 4 at 7:00 p.m. Prior to the Business Session at 6:15 p.m., a Special Session will be held with Management Partners and is expected to go into Executive Session for matters related to personnel hiring.
3. Matthew Vanderhorst attended the National Association of Government Web Professionals (NAGW) annual conference in San Diego, CA. The main topics were about content strategy, open data and open government, security, social media, user experience, accessibility, and project management. One session was about how to leverage Amazon Echo and other personal assistants to share information with the community. The Community and Information Services Department will review information from the conference to determine what can be used to improve City services.
4. Last Wednesday and Thursday, Chief Wright attended a training held at the Loveland/Symmes Fire Department taught by Fire Chief Curt Varone. Chief Varone presented on the topic "Managing Disciplinary Challenges in the Fire Service". In addition to serving as a Fire Chief, he is also an attorney and a nationally known speaker.
5. Assistant Fire Chief Ben Shapiro conducted a Child Safety Seat certification class last Thursday and Friday. The class was held by Children's Hospital and taught the art of a proper and safe installation. We are fortunate to have Ben, as he is known regionally for his excellent work with child's safety seats.
6. Fire Chief Wright spent the past weekend teaching at Deer Creek State Park with the Ohio Fire Chiefs' Association (OFCA) as they presented their "New Fire Chief's Symposium". This two-day class teaches the new Chiefs all the tricks of the trade. While the class was going on, the OFCA Board of Directors held a business meeting as well as their annual review of their strategic plan. Chief Wright serves as the Chair of the Ohio Fire and Emergency Services Foundation as well as the OFCA Representative to the Great Lakes Board of Directors for the International Association of Fire Chiefs.
7. Detective Helgeson graduated from Technical Traffic Crash Investigation training this past week. This is a rigorous two-week training course hosted by the Ohio State Highway Patrol which teaches students various methods to investigate auto accidents.

8. Brian Riblet, Tracy Roblero, Gary Heitkamp and Connie Gaylor met with representatives from the Greater Cincinnati Energy Alliance (GCEA) on Monday afternoon to discuss a new program they are introducing entitled Efficiency Partners. The program provides residents home energy assessments and access to extended-term financing for energy efficiency upgrades from trusted contractors through the GCEA. Tracy Roblero is scheduled to have a follow-up call with the GCEA on October 3 to learn more about how the City could partner with GCEA on the program.
9. On Tuesday morning, Council Member Margolis, Chief Wright and Chief Crowell attended the Hamilton County Emergency Management Agency and Homeland Security Agency 2017 Partners in Preparedness Meeting held at the Sharonville Convention Center. The presentation at this meeting focused on the goal, vision, and direction of the Agency, as it related to resiliency of each jurisdiction to all hazards and threats. This was a very valuable county wide meeting and we thank Council Member Margolis and our Chief's for committing their time to ensuring the City is well prepared in the event of an emergency.
10. Sergeant Mike Davenport and School Resource Officer Paul Payne were guest teachers at Sycamore High School on Tuesday. Along with a local attorney, they taught Law and Government classes on matters related to the Fourth Amendment.
11. The Board of Zoning Appeals met on Tuesday evening to hear two requests for residential variances in the Ferris Williams Subdivision. The request was to allow for a small corner of a new house to encroach into the front yard setback on a corner lot on the bed of Ross Avenue. The second request was to allow for front and side yard setback variances to allow for the construction of a new home on the southwest corner of Campus Lane and Ross Avenue. After considering the evidence and testimony presented at the hearing, the Board of Zoning Appeals voted to unanimously approve both variance requests. The Board of Zoning Appeals also voted to table the application for a variance from Mr. Fran Barrett representing Columbia Chevrolet in regards to the display pad that was installed without permits.
12. City Council and staff met to review the 2018 Operating and Capital Improvement Budgets on Wednesday evening. This annual review process has proven successful for many years in creating, maintaining and forecasting budgetary needs of all departments. We appreciate the partnership we share with City Council in working collaboratively to continue our stewardship of City funds.
13. On Thursday afternoon, Council Member Alfaqih and Brian Riblet met with residents in the Terwilliger Run subdivision to discuss concerns with the upcoming Duke Energy vegetation management program associated with high power transmission lines in this area. The City is working to establish good communications between the residents and Duke Energy and their sub-contractors to assure the residents have an opportunity to discuss their concerns prior to work beginning.
14. Chief Crowell attended the quarterly DART (Drug Abuse Reduction Taskforce) meeting where they discussed pending grant applications, staffing levels, appointment of an assistant field commander and a possible relocation of the DART office.
15. Lieutenant Mark Stagge assisted Ohio National employees in emergency preparedness training by instructing their "fire brigade" in what to do in the event of a fire in their facilities. Additionally, he covered information of how the Fire Department responds to their building and what would be the expectations of the first arriving fire crews. Thank you, Mark, for an excellent job in working with the businesses of the community.

16. The Fire Department began winterizing the fire hydrants in the community this week. Each of the 700 fire hydrants is checked to make sure there is no water in the barrel which could freeze over the winter. If water is found, it is pumped out and then rechecked at a later date to make sure the fire hydrant is not leaking which then would initiate a repair to address the problem.
17. The Montgomery Sidewalk project has begun this week, and Tri-State Concrete is making quick progress on the sidewalk just south of Weller Road, along with excavation and preparation for the retaining wall installation. In order to accomplish this, the outside northbound lane of Montgomery Road will be closed sections as necessary between the hours of 8:30 and 3:30.



18. The deadline for the Montgomery Citizens' Leadership Academy is Saturday, September 30. We currently have 26 applications. Thanks to all for your efforts in recruitment. Acceptance letters will be sent next week. Faith Lynch will produce and share a roster and biographical pages in the next few weeks.
19. On Saturday, September 30, Zig Zag Road will be closed to traffic between Mitchell Farm Lane and Remington Road to allow contractors to install a new sanitary lateral at 9680 Zig Zag Road. Work is anticipated to begin at approximately 7:00 a.m. and be completed in one day. Detour signs will be posted to direct traffic onto Mitchell Farm, Montgomery Road and Remington Road.
20. The first Live at the Uni concert featuring acclaimed jazz recording artist, composer and arranger Kim Pensyl returns to the Live at the Uni series on Monday, October 2 at the Universalist Church. The three-part series continues with a concert on Monday October 16, with jazz vocalist Nancy Nolan. The series concludes with a program of Broadway favorites performed by baritone Sola Fadiran on Monday, October 30. Concerts begin at 7:00 p.m. and each concert is full with 130 people registered. Montgomery Inn is sponsoring the reception after each concert with a dedicated space on their second floor and free appetizers. Twin Lakes is the Presenting Sponsor and contributed \$1,500 for the series. Thanks to the Montgomery Arts Commission for their time in creating this top notch musical concert series for our community.
20. The Wellness Team is looking for team members to participate in the Matthew 25 Ministries, Hunger 5K Run/Walk. This annual event will be held on Saturday, November 4 at the Matthew 25 Ministries facility on Kemper Road. The race also kicks off the Hunger 5K Food Drive, which raises food products for local pantries and shelters. Since the race began, over 730,000 pounds of food has been distributed to people in need in Greater Cincinnati. As a reminder, participation in this event will qualify you for 25 points on your Wellness Scorecard and also on the Humana 365 program as well. If you are interested in coming out and supporting our team, please visit <http://m25m.org/event/fh5k/> to sign up. Sign up under Team Montgomery, cost is \$18 per person up until November 1. Please contact Wellness Chair Sarah Fink with any questions. Sarah will also arrange to pick up event packets.

Should you have questions or concerns regarding this information, please do not hesitate to contact me.

C: Brian Riblet, Interim City Manager
Department Heads
Terry Donnellon, Law Director