

# City of Crescent Springs

739 Buttermilk Pike  
Crescent Springs, Kentucky 41017  
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[www.crescent-springs.ky.us](http://www.crescent-springs.ky.us)

City Administrators Report  
Council Meeting  
Monday, November 27, 2023

## Report Talking Points:

### **Bid Document for the 2024 Street Surface Program:**

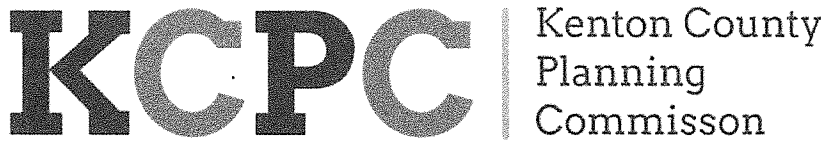
- Includes the paving of a portion of Grandview Drive and all of Buttermilk Crossing.
- Mill and overlay with 2 inches of surface asphalt.
- Finalizing the total length of curb that needs to be replaced.
- Once completed, April will assign dates/times and then advertise the bid document.

### **Reserve of Meadowood, Section 5:**

- Michelle Allender, Infrastructure Assistant/Addressing Coordinator at PDS emailed out the approval letter and approved plat for Reserve of Meadowood, Section 5.
- According to KRS 100.277, all dedicated streets contained within this approved Final Plat package will become the maintenance ***responsibility of the city forty-five (45) days after Final Plot approval which in this case is Sunday, December 31, 2023.***
- See letter for your viewing.

Take care,

Mike Daly  
City Administrator / Zoning Administrator  
City of Crescent Springs  
Work Email: [mdaly@crescent-springs.ky.us](mailto:mdaly@crescent-springs.ky.us)  
Work Phone: 859.912.4481



November 16, 2023

MAYOR & CITY COUNCIL  
City of Crescent Springs, Kentucky  
739 Buttermilk Pike  
Crescent Springs, KY 41017

**RE: PDS Permit Number 616, Reserves of Meadowood, Phase 5**  
Final Plat Approval  
Transition of Maintenance to City

Dear Mayor & City Council:

In accordance with the Kenton County Subdivision Regulations, inspections completed by PDS Staff on the subject development are complete, with the exception of sidewalks and guaranteed improvements. All public infrastructure construction associated with this final plat was constructed in general accordance with the approved Improvement Drawing and Specification package. Please see enclosed for a copy of the approved Final Plat as well as the As-Built drawings for this phase of the development.

According to KRS 100.277, all dedicated streets contained within this approved Final Plat package will become the maintenance responsibility of the City forty-five (45) days after Final Plat approval which in this case is **Sunday, December 31, 2023.**

It is important to note that the Contractor is carrying a bond for the final surface layer of asphalt on all dedicated Streets contained within this Phase. For this reason, pavement maintenance is **NOT** the responsibility of the City until the final surface course is provided by the Developer, **with the exception of Snow & Ice removal.** PDS will provide notification to the City when all guaranteed work is complete.

Sidewalks will be constructed as part of the home building process on each lot. PDS will inspect sidewalk construction as part of the Building Inspection process.

If you have any questions or concerns, please do not hesitate to reach out Laura Tenfelde, Director of Infrastructure Engineering with Planning & Development Services of Kenton County. She may be reached by email at [LTenfelde@pdskc.org](mailto:LTenfelde@pdskc.org) or by telephone at (859) 331-8980.

Sincerely,

A handwritten signature in black ink, appearing to read "B Dunham", is written over a light blue horizontal line.

Brian Dunham  
Chairman

Cc: Matt Smith, KCPC Legal Counsel  
City Administrator, Mr. Mike Daly  
City Director of Public Works, Ms. Tonya Miller  
City Engineer, Mr. Greg Sketch  
Zoning Administrator  
Building Inspector  
Northern Kentucky Water District

Sanitation District #1  
Duke Energy  
Cincinnati Bell  
PSAP Communications, Kenton County Office  
US Post Office



# PDS

Planning and Development  
Services of Kenton County

PDS Community Development is pleased to offer another workshop based on timely development issues for Kenton County elected officials and chief administrative officers. These workshops aim to equip our local officials with the tools needed to drive development and redevelopment in their communities.

**WEDNESDAY, DECEMBER 6, 2023**

10:00 a.m. - 12:00 p.m. at the Fort Mitchell City Building

**Topic:**

**Jeanne Schroer, President & CEO  
The Catalytic Fund**

At our last workshop, Jeanne briefly explained how The Catalytic Fund works to activate development and redevelopment efforts. Based on local official feedback at that session, Jeanne returns to guide us through a deeper dive into identifying potential projects for redevelopment and financing tools available. This topic is for any community – large or small, urban or suburban.

# RSVP - Community Development Workshop

## LOCATION

Fort Mitchell City Building: 2355 Dixie Hwy, Fort Mitchell, KY 41017

## DATE AND TIME

12/06/23 10:00am - 12/06/23 12:00pm

**Planning and Development Services of Kenton County**  
1840 Simon Kenton Way, Suite 3400  
Covington, Kentucky 41011  
859.331.8980

