



City Manager's Report

City Commission meeting: Monday, February 14, 2022

DONATIONS

- Thank you to the Commons of Providence Care Center for their donation of two dozen jars of Chili to Public Works Staff to thank them for their snow plowing efforts during this last winter storm.

NEW & OLD BUSINESS

FINANCE

- Due to Emancipation Day, the municipal income tax filing deadline for 2021 income tax returns is April 18, 2022. All individuals and businesses can utilize the Regional Income Tax Agency's website at www.ritaohio.com to file their taxes.

PUBLIC WORKS

- In order to coordinate furniture and fixtures with the Justice Center detailed design, staff plan to release a Request for Qualifications for furniture within the next couple weeks. We will bring back an agreement once a vendor is selected.
- The spring city-wide clean-up event has been set for Saturday, April 23. Further details will be shared as the date approaches. Questions can be directed to 419.627.5829

COMMUNITY DEVELOPMENT

- I would like to ask for a motion for approval for the Planning Division to apply for a Certified Local Government Grant in the amount of \$19,800 in order to update the City's Preservation Design Guidelines. No matching funds are required. If the application is successful, we will come back with the necessary legislation.



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POLICE DEPARTMENT

DONATIONS

NEW BUSINESS

OLD BUSINESS



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FIRE DEPARTMENT

DONATIONS

NEW BUSINESS

OLD BUSINESS



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FINANCE DEPARTMENT

DONATIONS

OLD BUSINESS

NEW BUSINESS

GENERAL INFORMATION

- The City's 2020 audit has been filed with the State of Ohio. Once the Post Audit Conference and the State's review is complete the audit can be released. There are no Findings for Recovery on the 2020 audit.
- The next Finance Committee Meeting is scheduled for Friday February 18th at 8am in the Commission Chambers.
- Due to Emancipation Day, the municipal income tax filing deadline for 2021 income tax returns is April 18, 2022. All individuals and businesses can utilize the Regional Income Tax Agency's website at www.ritaohio.com to file their taxes.



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PUBLIC WORKS

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NEW BUSINESS

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OLD BUSINESS

- Thank you to all the residents and businesses for helping snow removal operations by not parking on the emergency snow streets. Complying with this allowed for the safe plowing and opening of roadways in a very timely manner.
- The Greenhouse is now accepting palm and fern reservations for Palm Sunday and Easter Sunday, order forms are available at www.ci.sandusky.oh.us/departments/greenhouse or you may contact 419.627.5829 to place an order.
- The spring city-wide clean-up event, aka Dump Day has been set for Saturday, April 23rd. Further details will be shared as the date approaches. Questions can be directed to 419.627.5829

COMPLETED PROJECTS

- **2021 CDBG Resurfacing**
 - Contractor: Precision Paving
 - Contract Amount: \$267,215.57
 - Actual Cost: \$236,942.52 (Decrease of \$30,273.05, 11%)
 - Completion Date: November 19, 2021
 - Project pay items complete, working on punchlist items.
- **2021 Local Street Resurfacing**
 - Contractor: Gerken Paving
 - Contract Amount: \$2,927,211.90
 - Actual Cost: \$2,996,422.21 (Increase of \$69,210.31, 2.4%)
 - Construction Completion: November 19, 2021
 - Project pay items complete, working on punchlist items.



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CONSTRUCTION PROJECTS

- Columbus Lift Station Improvements
 - Contractor: All Phase
 - Contract Amount: \$312,895.00
 - Construction Completion: December 16, 2022 due to long lead times on delivery of generator (39 weeks). Generator submittal approved and ordered
 - Project to replace existing generator including electrical SCADA and VFD upgrades. Project will involve running city owned fiber from the Sandusky Amtrack/Transit building at North Depot Street to the station.

- Emergency Generator at WWTP
 - Contractor: TBD (Bids Due Feb 16)
 - Contract Amount: TBD (Engineer's Estimate: \$447,000)
 - Construction Completion: TBD (based on availability of parts)
 - The existing 750 KW generator that operates the ultraviolet disinfection system, two effluent pumps, a 120-volt control panel, and a process gate the wastewater treatment plant failed on September 1, 2021. This project consists of rebuilding the failed engine along with disconnecting, hauling, reconnecting, testing, and potential temporary rental are all included in this project.

- Interceptor (sewer) Cleaning Project
 - Contractor: TBD
 - Contract Amount: \$TBD (Engineer's Estimate: \$690,461)
 - This project includes video recording, water-jet cleaning and includes debris removal of over 3 miles of sewer "Interceptor" line that feeds the Wastewater Treatment Plant. The last time this work was done was 2011, and 620 tons of debris and sediment was removed.
 - Undoubtedly, the recent years of high lake and bay levels have constricted flow out of this piped system, resulting in heavier solids settling out within these pipes.
 - **Legislation to bid is forthcoming.**

- 2022 Local Street Resurfacing
 - Contractor: TBD
 - Contract Amount: \$1,765,237.00
 - Construction Completion: **September 5, 2022**
 - The project will include over 7 miles of local streets and approximately 72 blocks throughout most neighborhoods.
 - Legislation for permission to bid is forthcoming. Staff is still coordinating exact segments with private utility companies planned work. The exact estimated \$ amount and number of segments may vary slightly from this.



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- Meigs Street Reconstruction
 - Contractor: TBD (Bids Due **Feb 18**)
 - Contract Amount: TBD (Engineer's Estimate: \$1,879,481.21)
 - Construction Completion: October 28, 2022
 - This project includes a multi-use path, roadway reconstruction from East Water Street to East Washington Street and roadway resurfacing from East Washington to Sycamore Line. A waterline segment and sewer separation were added between Washington and Water Streets.

- Sandusky Bay Causeway Wetlands Restoration, Project 2, Phase I
 - Contractor: Mark Schaffer Excavating & Trucking, Inc.
 - Contract amount: \$2,978,325.00
 - Inspection: KS Associates
 - Contract amount: \$377,004.00
 - Completion date: May 31, 2022
 - ODNR is fully funding construction of Sandusky Bay Initiative, Project 2, Phase I known as Sandusky Bay Causeway Wetlands Restoration. The project location is along the western side of the Cedar Point Causeway, tucked up against Cedar Point's overflow parking lot.
 - Phase I involves development of a rock revetment that will allow for the Army Corps of Engineers to place dredged material next summer. The completion of two subsequent contract stages, which may be in a few years, will result in a nearshore biological wetlands that will provide habitat while improving water quality.
 - All permits have been received from ODNR, OEPA and Army Corps of Engineers. An easement has been obtained from Cedar Fair to obtain littoral rights that provides permission to complete this project.

- Service Center Roof, Gutters, Downspouts, Façade, & Masonry
 - Contractor: Garland Inc.
 - Contract Amount: \$530,000
 - Completion Date: Summer of 2022
 - Sealing and coating of roof at service center, install gutters and downspouts, upgrade roof hatch and safety rails.
 - Roof hatch and skylight safety grates and rail work slated to begin when the weather breaks.



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- 2022 Sewer Slip Lining Project
 - Consultants: In-House
 - Contractor: TBD
 - Inspection: In-House
 - Est. Construction Cost: \$350,000
 - Completion Date: **July 4, 2022**
 - This will be the third consecutive year for multi-street sewer lining, again addressing recurring problem areas for the sewer maintenance staff. Most notably, areas with historic backups, root cutting work required, and general infiltration will be selected.
 - Legislation **to bid** is forthcoming, as bidding this work early in the year is advantageous.

- State Route 6 Resurfacing (East Corp Limit to Tiffin Ave)
 - Contractor: Erie Blacktop
 - Contract Amount: \$2,702,976.74 (City's contribution: \$1,093,147.00) - change order forthcoming

- West Side Utility and Connectivity
 - Contractor: Speer Bros., Inc.
 - Contract Amount: \$4,407,163.00
 - Inspection Services: K.E. McCartney
 - Inspection Contract Amount: \$484,751.00
 - Completion Date: Friday, May 14, 2021
 - This project involves water distribution, sewer collection and connectivity
 - Replacement of the 8-inch water line on Venice Road between Edgewater Drive and Fremont Avenue and replacement of the 6-inch water main in the neighborhood south of Venice Road on Linden, Edgewater, Wurtz and Elwood and Sagamore.
 - Construction of storm water infrastructure to alleviate flooding in the neighborhood south of Venice Road on Linden, Edgewater, Wurtz, Elwood and Sagamore. Construction of storm water infrastructure on Venice Road between Edgewater and Cold Creek Bridge.
 - Evaluation, planning, design and partial design of multi-use paths for west side connectivity from Fremont Avenue to Tiffin, including a connection to Lion's Park.
 - ODOT's urban paving project is scheduled to start June 2024 (PID 103704)
 - The city is working with AT&T to finalize payment and for the access permit for the banner agreement-this is required before the contractor can place the banners and brackets.



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- Emergency Purchase & Installation of new VFD for 8 MGD High Service Pump #5 at BIWW
 - Contract amount: \$75,903.00
 - Completion date: ASAP-as soon as VFD can be delivered.
 - Emergency legislation has been prepared for purchase of VFD for High Service Pump #5 which has failed-power outage occurred at BIWW plant on Friday, December 17th and the VFW is not operable.

- 2022 VFD Project at BIWW
 - Consultant: In-house
 - Engineer's Estimate: \$540,000
 - Contract amount: TBD
 - Completion date: TBD
 - Project Description: proposed replacement of five existing VFDs-finalizing estimates on replacement costs including any engineering drawings and system integration needs.

DESIGN PROJECTS

- 2022 CDBG Resurfacing
 - Contractor: TBD
 - Contract Amount: **TBD (EST. \$190,000)**
 - Completion Date: November 19, 2022
 - This project will resurface eleven blocks totaling nearly three quarters of a mile of roadway throughout the CDBG-eligible areas within the City. Cannot be awarded until July 1, due to the State Fiscal Year (SFY) calendar. Legislation will be forthcoming.

- Cleveland Road Safety Project
 - Consultant: American Structurepoint
 - Feasibility Study & Preliminary Design: \$263,615.00
 - **Detail Design, Environmental & Right of Way: \$914,871.00**
 - Design Completion: November 2022
 - Construction proposed for CY 2024
 - ODOT Safety funding will pay for 95% of project. Includes traffic signal and striping upgrades, sidewalks, turn-lane extensions and intersection improvements between Remington Avenue and Sycamore Line.
 - Staff has begun reaching out to stakeholders to discuss this project
 - **Legislation forthcoming for Detail Design, environmental and ROW.**



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- East Water Street Reconstruction
 - Consultant: EDG
 - Contract Amount: \$85,856.00 (Amendment #1 to Sandusky Bay Pathway)
 - Completion Date: April 2023
 - This project includes extension of the Sandusky Bay Pathway between Franklin and Meigs Streets, as well as new curbs, bump outs, drainage, and roadway reconstruction. Construction is expected in July of 2023.

- Hayes Avenue Corridor Safety Project
 - Consultant: Carpenter Marty
 - Contract Amount: \$306,833.27
 - This project includes signal and intersection upgrades between Perkins Ave. and Columbus Ave. Project also includes select curb ramp replacements, pedestrian signals and possible restriping at specific locations. All work will be based on traffic analysis as approved by ODOT. Carpenter Marty is reviewing signal warrants at Hayes & Osborne intersection.
 - Construction is estimated to begin April 2023

- Justice Center
 - Consultants: Richard L. Bowen & Associates, LLC
 - Phase I Contract Amount: \$91,483.00 (complete)
 - Phase II Design & Inspection Contract Amount: \$1,434,087
 - Design Completion Date: Summer 2022
 - Inspection Completion Date: May 2024
 - Design was broken into two phases.
 - Phase I: Programming and needs assessment, conceptual layouts, preliminary cost estimates
 - Phase II Design & Inspection: Schematic design, detailed design, preparation of drawings and specifications, bidding services, construction engineering, materials testing, inspection, and project closeout

- The Landing – Final Design & Permitting
 - Consultant: Environmental Design Group
 - Contract Amount: \$2,057,845.73
 - Completion Date: December 2021
 - This project includes development of final design documents including permitting, acquisition and all other aspects required to prepare construction documents as detailed in the Landing Park conceptual plan approved by City Commission in December 2017. This includes the Sandusky Bay Pathway from the East Corporation Limit through Sports Force Park to Cedar Point Drive. The project will provide direct access to the East Sandusky Bay (the Back Bay) and the



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easternmost terminus of the Pathway within city limits. Funding for the design of the project is made possible with Tax Incentive Financing on nearby parcels.

- As part of the land acquisition process for the Sandusky Bay Pathway located within the project limits, appraisal letters have been delivered to the affected property owners. Appraisals are being finalized and acquisition negotiations are ongoing.

- Mills Street High-Rate Treatment
 - Consultant: Stantec
 - Contract Amount:
 - Preliminary Evaluation: \$410,800.00
 - Detailed Design: TBD
 - Design Completion: December 2022
 - Construction anticipated for 2023-2024
 - Total construction cost anticipated to be around \$15M.
 - As the final project included in the City's NPDES permit as part of the 2015 negotiations with Ohio EPA, the City will be designing and installing a 16 MGD high-rate treatment (HRT) system with a goal of dramatically reducing overflows that result during large rain events when the capacity of the wastewater treatment plant cannot handle the flow. The project will include diversion of wastewater from the west side interceptor, expansion of the existing bar screen process, HRT equipment evaluation, possible replacement and expansion of the ultraviolet disinfection system, and possible relocation of ballfields from Sprau to Amvets Parks. There will be a public planning process that will help determine a preferred layout for the recreational facilities in the neighborhood.

- Monroe Street Reconstruction (Decatur Street to Meigs)
 - Consultant (Survey only): Bramhall Engineering, Avon, Ohio
 - Design Consultant: In-house design
 - Construction estimate: \$949,283.47, total project cost \$1,044,212.1
 - LPA Project PID 110322 ERI-CR-0504-00.49 (Monroe St)
 - This project involves ADA compliant curb ramps, pavement repair, base repair and resurfacing from Decatur Street to Meigs Street along Monroe Street.
 - Construction anticipated in spring of 2023
 - **Stage 2 plans have been submitted to ODOT for review and comment on 1/27/21.**



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- Monroe Street (West) Improvement Project (Camp Street to Broadway Street)
 - Consultants: Mott MacDonald
 - Contract Amount: TBD
 - Design Completion: October 1, 2024
 - LPA Project PID 113957; ERI-CR-0500-01.37
 - Total Project Est: \$837,844
 - This project addresses roadway and drainage from Camp Street to Broadway Street. Project has already received ODOT funding for FY 2025. Specifically entails roadway resurfacing, installation of a new storm sewer line and limited sidewalk and curb repairs.
 - Proposal for professional design services forthcoming.

- East Perkins Avenue Improvement Project (Milan Rd to Remington Ave)
 - Consultant : TBD-RFQ for design services will be advertised soon.
 - Contract Amount: TBD
 - Design Completion: August 5, 2024
 - Total Project estimate: \$561,275
 - LPA Project PID 113959 ERI-CR-0005 02.85 E. Perkins
 - This project involves installing sidewalk on the north side of Perkins from Milan Road to Remington Avenue. Perkins Avenue will be resurfaced from the end of ODOT's
 - Construction anticipated in spring of 2025
 -

- Perkins Avenue Waterline replacement and Roadway Improvement Project
 - Consultant: GPD Group
 - Contract Amount: \$196,705
 - Design Completion: January 2022
 - Construction anticipated for 2022
 - Project planned to replace bad 6" water main with 8", resurface the North half of roadway from the old YMCA to 52nd. Replacing bad sidewalks and curbs along this segment also. Project to include 52nd street entirely.

- Sandusky Bay Pathway Acquisition and Partial Design
 - Consultant: Environmental Design Group
 - Contract amount: \$2,092,513.00
 - Completion date: Spring 2023
 - A Conceptual Master Plan adopted in June 2018 detailed a multi-use coastal trail that stretches along the waterfront from the east corporation limit to the west corporation limit.



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- This project includes acquisition of needed properties, encroachments and easements along First Street, Pier Track, Water Street and anything needed between King Street and Venice Road.
- Final design of the sections from Cedar Point Drive to Meigs Street and from King Street to Venice Road is included.
- Wayfinding and branding of the Sandusky Bay Pathway has been finalized.
- The railroad agreement has been approved and the crossings at Monroe and Edgewater are being designed by their consultant, AECOM. Design plans will be incorporated into the final construction documents.

- 2022 Sidewalk Program Project
 - Consultants: In-House
 - Contractor: TBD
 - Inspection: In-House
 - Est. Construction Cost: \$105,000
 - This will resume the recent historical "sidewalk program" where there is a backlog of safety-priority areas. Project **may** include some concrete paving at Fire Station #7 and #3 **the City Marina** and West Washington Park.

- Warren Street Reconstruction
 - Consultant: LJB, Inc. & Redbarn
 - Contract Amount: \$302,122 (Design)
 - Completion Date: July 2023
 - This project includes reconstruction of Warren between Water and Monroe Streets, except for the new portion between Market and Washington. Includes new pavement, curbs, drainage system, sidewalk and multi-use path.
 - Design should be finalized by June 2021, in time for bidding and award of the OPWC grant agreement.

- Water Model Update
 - Consultant: Stantec
 - Design Contract Amount: \$180,031.00
 - Completion date: August 5, 2022 anticipated
 - Our last citywide model was completed in 2006. The new model will reflect system improvements since the last model was completed. Said model is a helpful tool in predicting flows, pressures at virtually any given point within the distribution system. Ultimately this data is of value to Contractors, Builders, and Developers and can be a tool to guide future capital design projects where there may be deficiencies within the system.



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- 2022 Water Slip Lining Project
 - Consultant: In-house
 - Engineer's Estimate: TBD
 - Completion date: 2022
 - Project Description: proposed slip lining 12" DIP waterline on the east side of Tiffin Avenue north of Venice Road intersection to just south of Broadway Street.

ADDITIONAL INFORMATION

- Vacancies and budgeted positions:
 - **BIWW (1)**
 - Building Maintenance
 - Cemetery
 - Engineering
 - Forestry
 - Greenhouse
 - Grounds Maintenance
 - Public Works
 - Sewer Maintenance (2)
 - Streets & Traffic
 - Water Distribution
 - WWTP
- Congratulations to the following new hires and staff for receiving promotions:
 - **NONE**

STATUS OF GRANT & LOAN APPLICATIONS

- Staff **has applied** for abbreviated safety funds for sidewalk along the north side of Cleveland Road between Cedar Point Drive and East Shoreway Drive. Work would be added to the ongoing Cleveland Road Safety Improvement Project. If awarded, this will get funded at least 90/10 by the State.
- Staff has been working with Marcy Kaptur's office to apply for congressional earmark grant dollars available in the federal budget through the Federal Highway Administration for The Landing or the Sandusky Bay Pathway. These earmark grant dollars are highly competitive, and we will keep commission updated as soon as we hear about potential funding.
- **Staff submitted an EDA Grant application on January 31 for infrastructure and amenities at The Landing, for the fishing pier, ADA accessible kayak launch, pavilion, pavilion fireplace, and playground. Total request is \$2,314,419.20.**
- Staff submitted **3** projects for the CRRSAA (Recovery) funds from ODOT through the MPO, for Transportation Alternative funds.
 - Resubmittal of the Hancock School Sidewalk improvement project.
 - Resubmittal of the Foxborough neighborhood sidewalk improvement project.
 - Submittal of sidewalk improvements and streetscape for an East Water Street project, between Wayne and Franklin Streets.



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DEPARTMENT OF COMMUNITY DEVELOPMENT

ECONOMIC DEVELOPMENT DIVISION

DONATIONS

NEW BUSINESS:

- The Sandusky Tax Incentive Review Committee will hold its annual meeting on Thursday, March 1st. Annual reporting forms and monitoring invoices have been sent to all active Enterprise Zone and Commercial CRA tax abatement recipients.

OLD BUSINESS

COMMUNITY DEVELOPMENT DIVISION

DONATIONS

NEW BUSINESS

OLD BUSINESS

- To date, over 100 applications to the 2022 Housing Development and Beautification Program have been received. Funds are nearly committed, so interested residents should submit their applications as soon as possible.

COMMUNITY DEVELOPMENT PROJECTS



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PLANNING AND ZONING DIVISION

DONATIONS

NEW BUSINESS

- Two notable projects were approved at the last meeting of the City's Planning Commission - Hoty Enterprises received site plan approval to develop a luxury RV Park with up to 50 sites and associated amenities at Cross View Bay Marina and Ross Boesch and his partners received a Conditional Use permit to develop and operate up to four transient rental units at the former bank building at 603 Columbus Avenue. Staff look forward to continuing to work with the applicants on these exciting developments.
- I would like to ask for a motion for approval for the Planning Division to apply for a Certified Local Government Grant in the amount of \$19,800 in order to update the City's Preservation Design Guidelines. No matching funds are required. If the application is successful, we will come back with the necessary legislation.

OLD BUSINESS

PLANNING PROJECTS

Additional Information:

- The next **Arts and Culture Commission** meeting is scheduled for Tuesday, February 15th at 5:15 PM.
- The next **Landmark Commission** meeting scheduled for Wednesday, February 16th at 5:00 PM.
- The next **Board of Zoning Appeals** meeting scheduled for Thursday, February 17th at 4:30 PM.
- The next **Planning Commission** meeting is scheduled for Wednesday, February 23rd at 5:00 PM.



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SANDUSKY TRANSIT SYSTEM
DONATIONS

NEW BUSINESS

- Sandusky Transit would like to thank the staff and drivers from First Transit for their hard work and dedication and our riders for their patience during the recent heavy snow storms.

OLD BUSINESS

RECREATION DIVISION

DONATIONS

NEW BUSINESS

OLD BUSINESS