



City Manager's Report

City Commission meeting: Monday, November 28, 2022

DONATIONS

- Thank you to Stein Hospice and Community Celebrations Council for a donation of \$1,000 and to Stein Hospice for a donation of \$245.08 toward the purchase of decorative lights to adorn trees in Washington Park over the holidays.
- Thank you to Construction Equipment & Supply for donating the use of a lift, worth \$1,300, to the Division of Facilities & Properties for the purpose of decorating for the holiday season.
- The City of Sandusky Recreation Department would like to thank Sue Denslow for her donation of a Wii and 3 games. This will be used for the Out of School Program at Mills Rec.

NEW & OLD BUSINESS

ADMINISTRATION

- The city is in receipt of an Economic Development Transfer (TRES) form from HALO Live LLC. The permit is coming from City Barbeque LLC, located in Beachwood, Ohio. From their application to the state, HALO Live LLC estimates they will invest \$22,000 in this project, create additional jobs at their facility, and generate an additional \$50,000 in sales tax. It is requested the City Commission, by motion, provide authorization to sign off on the TRES Transfer form indicating the City of Sandusky endorses and acknowledges this transfer will be for an economic development project which will benefit the community. This proposed TRES transfer will come back to the City Commission one additional time in the near future (by the Division of Liquor Control) for one more step where the city will indicate whether a hearing is requested prior to being authorized by the State.

POLICE

- Just a reminder that SPD is collecting new coats, hats, and gloves in sizes infant to adult 2XL. Community Impact Officers will deliver these to members of the Southside Enrichment and Empowerment group in December so they can be given to children in need.

FINANCE

- The next Finance Committee meeting will be on Friday December 9, 2022 at City Hall starting at 8am.



City Manager's Report

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- General reminder for property owners of vacant dwellings – if your dwelling is expected to remain vacant and unoccupied during the winter months, we highly recommend that you contact the customer accounting office to turn off the water. This will help prevent your water lines from freezing and breaking which would lead to costly repairs for the property owner. The Customer Accounting Office can be reached at 419-627-5893 to arrange water being shut off.

PUBLIC WORKS

- Streets & Traffic staff have successfully collected leaves from each zone in the City and are currently moving through each for a second round of collection. If residents cannot meet the schedule, there will be a drop-off area for bagged leaves near the Marquette Drive entrance to the City Service Center seven days a week until January 20th. Property owners are encouraged to visit our website at www.cityofsandusky.com/LeafCollection to view the current schedule and to call 419.627.5884 if they have questions or concerns. Leaves are not permitted to be dumped at Kiwanis Park.
- With the arrival of cold temperatures, we'd like to remind residents of a few extra steps to take to avoid frozen water lines inside and outside the house, including setting thermostats at 55 degrees minimum, insulating exposed pipes and letting the cold-water faucet trickle continuously during extreme cold weather.

COMMUNITY DEVELOPMENT

- The 2023 Downtown Parking Permit program will roll out in December. Community Development staff expect to send renewal letters to current permit holders by December 9.



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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

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- Thank you to Construction Equipment & Supply for donating the use of a lift, worth \$1,300, to the Division of Facilities & Properties for the purpose of decorating for the holiday season.

NEW BUSINESS

- Welcome to new employees, Caleb Jenkins and Kyle Martin who both recently joined the Division of Water Distribution.

OLD BUSINESS

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COMPLETED PROJECTS



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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).
 - Project to replace existing generator including electrical SCADA and VFD upgrades. Project will involve running city owned fiber from the Sandusky Amtrak/Transit building at North Depot Street to the station.
 - Ohio Edison has set a new pole & transformers for proposed electrical upgrades
 - Revised delivery date of generator is January of 2023
 - Due to the train derailment, the station is currently being re-evaluated.

- Mills Street High-Rate Treatment
 - Contractor: TBD (Bid date: December)
 - Contract Amount: TBD (Engineer's Estimate: \$33.5M)
 - Completion Date: October 2024
 - Inspection: City staff & Stantec
 - Inspection Amount: TBD (Contract forthcoming)
 - 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. Staff has worked with the local youth baseball league to relocate the ball field to a desired alignment and size on the former Amvets site.

- Emergency Generator at WWTP
 - Contractor: Mosser Construction
 - Contract Amount: \$485,000
 - Construction Completion: Fall 2022
 - 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.
 - Waiting for breaker



City Manager's Report

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- **Cleveland Rd. Waterline Project**
 - **Contractor: TBD**
 - **Contract Amount: TBD (Est. \$358,000)**
 - **Construction Completion: May 5, 2023**
 - **Project to replace 50-80 year old water main lines within the intersection of Cleveland and Cedar Point Dr. to better align with the proposed roadway.**

- **Justice Center**
 - Contractor: Mosser Construction
 - Contract Amount: \$10,623,800
 - Construction Completion Date: March 22, 2024
 - Inspection Consultant: Richard L. Bowen & Associates, LLC
 - Inspection Contract Amount: \$547,072
 - Reconstruction of the 222 Meigs Street facility into the Justice Center to house Sandusky Police Department and Sandusky Municipal Court

 - RTU Contractor for Standalone: Gundlach Sheet Metal Works, Inc.
 - RTU Contract Amount: \$71,400.00
 - RTU Construction Completion Date: March 31, 2023
 - An air-handling roof-top unit failed prior to completion of design for the Justice Center and is being replaced under separate contract. The specified unit will be part of the new facility design

 - Furniture Supplier: oSupplies
 - Furniture Contract Amount: Not to Exceed \$375,000
 - City will be working with oSupplies to supply furniture for the facility where existing furniture cannot be reused.

- **2022 Local Street Resurfacing**
 - Contractor: Precision Paving
 - Contract Amount: \$1,794,328.35
 - Construction Completion: November 5, 2022
 - The project will include over 7 miles of local streets and approximately 78 blocks throughout most neighborhoods.
 - **Final Change Order forthcoming**



City Manager's Report

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- Meigs Street Reconstruction
 - Contractor: Underground Utilities Inc.
 - Contract Amount: \$1,808,344.80
 - Construction Completion: November 9, 2022
 - Inspection Services: K.E. McCartney
 - Inspection Contract Amount: \$180,587.00
 - **Final walk-thru 11-30 with ODOT.**

- Perkins Avenue Waterline replacement and Roadway Improvement Project
 - Contractor: Speer Bros. Inc.
 - Contract Amount: \$5,411,227.34
 - Inspection: In-House
 - Construction Completion: 12-1-2023
 - Construction anticipated to begin: **January 2023**
 - 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. **Pre-Con meeting with contractor 11-29.**

- Service Center Roof, Gutters, Downspouts, Façade, & Masonry
 - Contractor: Garland Inc.
 - Contract Amount: \$530,000
 - Completion Date: Fall of 2022
 - Sealing and coating of roof at service center, install gutters and downspouts, upgrade roof hatch and safety rails.
 - All work elements are complete, working on punchlist items. **Final change order forthcoming.**

- 2022 Sidewalk Project
 - Contractor: Kreimes Company
 - Construction Cost: \$121,116.33
 - Completion Date: October 20, 2022
 - **A three-week extension was granted due to the demand issues on concrete, project completed November 8th** with the replacement of the mid-block crossings on Hayes Ave near Firelands South Campus. We are still working through final punch list items with the contractor, such as, boulevard restoration.



City Manager's Report

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- 2022 VFD Project at BIWW
 - Contractor: All Phase
 - Contract amount: \$271,920.00
 - Completion date: March 24, 2023
 - Replacement of five existing variable frequency drives
 - **Submittals for VFDs were approved, one of the five VFDs has been delivered**

- Emergency replacing of Traveling Bar Screen at BIWW
 - Contractor: EVOQUA
 - Construction Cost: \$228,865.00
 - **Completion date: Completed except for punch list items-owners manual and fins for baskets**
 - Project Description: replacing the traveling bar screen components that screens out debris in the raw water coming into the plant from Lake Erie. This piece of equipment prevents damage to the water plant infrastructure due to debris coming from Lake Erie.

- Tiffin Avenue 12" Watermain Lining
 - Contractor: FER-PAL Construction USA LLC
 - Construction Cost: \$374,984.00
 - Completion date: December 16, 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.
 - **Contractor has lined existing 12" waterline, pavement restoration to be completed week of November 21st**

- Warren Street Reconstruction
 - Contractor: TBD
 - Contract Amount: TBD (EST. \$2,725,199.55)
 - Completion Date: November 2023 **(Bid first quarter 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.



City Manager's Report

City Commission meeting: Monday, November 28, 2022

- 2022 CDBG Street Rehabilitation
 - Contractor: Precision Paving Inc.
 - Contract Amount: \$207,827.00
 - Completion Date: November 19, 2022
 - This project will resurface eleven blocks totaling over three quarters of a mile (10 segments) of roadway throughout the CDBG-eligible areas within the City. Cannot be awarded until July 1, due to the State Fiscal Year (SFY) calendar.
 - Paving done, finishing punchlist items. **Final change order forthcoming.**

- 2022 CDBG Parking Lot Paving
 - Contractor: Smith Paving and Excavating
 - Contract Amount: \$39,642
 - Completion Date: June 1, 2023 – It is anticipated that this project will be completed in the spring because timing of concrete and asphalt won't allow for this construction season
 - This project will resurface Daly's parking lot and add landscaped islands. Overall project potential to add 6 parking spaces. Light pole bases and conduit have been installed by City staff, awaiting opening in schedule of concrete contractor.

- WWTP Secondary Digester #3 Cleaning & Dystor Membrane replacement
 - Digester Contractor: Burch Hydro
 - Digester Contract Amount: \$68,737.68
 - Digester Completion date: April 7, 2023
 - Dystor Contractor: Evoqua
 - Dystor Contract Amount: \$570,000
 - Dystor Completion date: April 7, 2023
 - The membrane on the Dystor unit has a tear in the fabric at a location where the entire membrane must be replaced. Sludge cleaning and disposal of Secondary Digester #3 is required prior to replacement of the membrane. **Submittals for the new Dystor unit are expected in mid-December**



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- Monroe Street Reconstruction (Decatur Street to Meigs)
 - Construction estimate: \$949,283.47, total project cost \$1,044,212.1
 - **Contractor: TBD**
 - **Contract Amount: TBD**
 - **Completion Date: TBD**
 - **Inspection: TBD**
 - **Inspection Amount: TBD**
 - 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

- Monroe Street (West) Drainage Project (Decatur to Fulton St.)
 - Contractor: TBD
 - Contract Amount: \$TBD
 - **Engineer's Estimate: \$108,000**
 - **Bids Due: December 1, 2023**
 - **Completion Date: October 31, 2023**
 - This project addresses roadway and drainage from Decatur to Central Ave. on W. Monroe St. Said project will convey runoff Westerly in a dedicated storm sewer pipe.
 - Regular and historic flooding reports come from this very area.

- Bardshar Drainage Project
 - **Contractor: TBD**
 - **Contract Amount: \$TBD (\$62,000 EST.)**
 - **Completion Date: October, 2023**
 - **County Engineers – led and designed for City drainage on Bardshar Rd. South of the Winery.**
 - **The roadway in this area has deep ditches, which create unstable shoulders for the pavement.**
 - **Permission to award forthcoming**



City Manager's Report

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- Hayes Avenue Corridor Safety Project
 - Contractor: TBD
 - Contract Amount: TBD
 - Engineer's Estimate: \$1,002,250.18
 - **Bids Due: November 29th, 2022**
 - **Construction Completion Date: March 29, 2024**
 - 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

DESIGN PROJECTS

- Cleveland Road Safety Project
 - Consultant: American Structurepoint
 - Feasibility Study & Preliminary Design: \$263,615.00
 - Detail Design, Environmental & Right of Way: \$914,871.00 (Acquisition fees are not included in this cost but are included as part of the funding from ODOT)
 - Design Completion: November 2023
 - 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.
- **Cleveland Rd. (E.) Drainage and Sidewalk Project**
 - **Consultant: TBD**
 - **Preliminary & Detail design: TBD**
 - **Detail Design proposed for Mid-2023.**
 - **Address 80-year-old drainage and lack of sidewalks on the South side of Cleveland Rd. East of Harbour Parkway to E. Shoreway Dr.**
 - **Just received proposals and are reviewing them to select a firm for this work, which would occur after the larger safety project, which starts in 2024.**



City Manager's Report

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- East Perkins Avenue Improvement Project (Milan Rd to Remington Ave) PID 113959
 - Consultant: Bramhall Engineering & Surveying Company
 - **Contract Amount: \$171,160**
 - 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

- East Water Street Reconstruction
 - Consultant: EDG
 - Contract Amount: \$85,856.00 (Amendment #1 to Sandusky Bay Pathway)
 - Design 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.

- The Landing – Final Design & Permitting
 - Consultant: Environmental Design Group
 - Contract Amount: \$2,057,845.73
 - Design Completion Date: April 2023
 - 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 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.
 - Staff is working with ODOT to establish a mutually agreeable schedule and to split this project along appropriate boundaries to accommodate federal funding that has been allocated for all of pathway between Rye Beach Road and Cedar Point Drive.



City Manager's Report

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- Meadowood Subdivision Sidewalk Project
 - Consultant: In-house design
 - Design Completion: TBD
 - Total Project estimate: \$193,253
 - LPA Project PID-117271
 - This project involves installing sidewalk in areas of the Meadow Subdivision that currently don't have sidewalk. Various locations along East Oldgate Rd, Heritage Dr, Fallen Timber Dr and Foxborough Circle
 - Construction anticipated in spring of 2024

- Monroe Street (West) Improvement Project (Camp Street to Broadway Street)
 - Consultants: Mott MacDonald
 - Contract Amount: \$150,500
 - Design Completion: October 1, 2024
 - LPA Project PID 113957; ERI-CR-0500-01.37
 - Total Project Est: \$1,589,298.64
 - 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.
 - Alignment selected for general routing of new storm sewer. Storm sewer to be sized to accommodate future connections to neighborhoods with a history of flooding near Fulton and Decatur.

- Monroe Street (West) Improvement Project (Camp Street to Decatur St.)
 - Consultants: TBD
 - Contract Amount: TBD (Est. \$210,462.00)
 - Design Completion: TBD
 - LPA Project PID: TBD
 - Total Project Est: \$1,134,328.00
 - This project addresses roadway and drainage from Camp Street to Decatur Street. Project was awarded ODOT funding for FY 2026. Specifically entails roadway resurfacing, installation of a new storm sewer line and limited sidewalk and curb repairs.
 - Recently awarded ODOT funds, via the MPO for this project.
 - Scope of Services prepared for ODOT, precursor to selecting a design firm.



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- 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.
 - 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.

- Water Model Update
 - Consultant: Stantec
 - Design Contract Amount: \$180,031.00
 - Completion date: **March 1, 2023**
 - 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.

ADDITIONAL INFORMATION

Vacancies and budgeted positions:

- | | |
|------------------------|--------------------------|
| ● BIWW | ● Sewer Maintenance (1) |
| ● Building Maintenance | ● Streets & Traffic |
| ● Cemetery | ● Water Distribution (1) |
| ● Engineering | ● WWTP (1) |
| ● Forestry (1) | |

Congratulations to the following new hires and staff for receiving promotions:

- **Kyle Martin and Caleb Jenkins, Water Distribution**



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STATUS OF GRANT & LOAN APPLICATIONS

- OPWC applications submitted on 9/9/2022 for two projects, **will find out what gets awarded in Dec. 2022:**
 - US-250 – Milan Ave. Concrete work
 - Superior St. (Perkins to Rte 6) – Pavement Rehab
- Lake Erie Commission's "Coastal Resilience Grant" for Lion's park breakwater study and preliminary design. No matching funds for this portion of work. Award notifications are expected December, 2022.
- Staff submitted an application to the US DOT through the Safe Streets for All program that would allow a multi-modal mobility study to be implemented city-wide. Award notifications are expected by January 2023



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DEPARTMENT OF COMMUNITY DEVELOPMENT

ECONOMIC DEVELOPMENT DIVISION

DONATIONS

NEW BUSINESS

OLD BUSINESS

COMMUNITY DEVELOPMENT DIVISION

DONATIONS

NEW BUSINESS

- The city has successfully completed the acquisition of the house at 3201 W. Monroe St. which is part of the Erie County Health Department entrance improvement project. The house is slated for demolition by the end of the year. This is a joint project between the Erie County Health Department, the Erie County Landbank, and the City of Sandusky.
- The sale of a city owned lot located at Market and Warren Streets to Brian and Amber Stanley has successfully been completed. The couple plans to begin construction of their new home in the spring.

OLD BUSINESS

COMMUNITY DEVELOPMENT PROJECTS



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PLANNING AND ZONING DIVISION
DONATIONS

NEW BUSINESS

- The Planning Commission unanimously approved the Preliminary Plan for Battery Park at the November 22nd meeting. The next step in the zoning process is for City Commission to set a public hearing to consider the rezoning to Planned Unit Development, expected at the January 9th City Commission meeting. If the rezoning is approved, the Final Development Plan would be expected to be presented to Planning Commission in early 2023.
- The Action Sports Park Design Process had a great public meeting on November 17th at Mylander Pavilion. More than 30 community members and users of the Sandusky Skate Park and Pump Track gathered to express their vision for the updated park. The design team is working on two alternative concepts to review with the community at the next meeting, and that date is to be determined.
- The 2023 Downtown Parking Permit program will roll out in December. Community Development staff expect to send renewal letters to current permit holders by December 9th.

OLD BUSINESS

PLANNING PROJECTS

Additional Information:

- The next **Landmark Commission** meeting is scheduled for Wednesday, December 21st at 5:00 PM
- The next **Board of Zoning Appeals** meeting is scheduled for Thursday, December 15th at 4:30 PM.
- The next **Planning Commission** meeting is scheduled for Wednesday, December 28th at 5:00 PM.



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SANDUSKY TRANSIT SYSTEM

DONATIONS

NEW BUSINESS

OLD BUSINESS

RECREATION DEPARTMENT

DONATIONS

- The City of Sandusky Recreation Department would like to thank Sue Denslow for her donation of a Wii and 3 games. This will be used for the Out of School Program at Mills Rec.

OLD BUSINESS

NEW BUSINESS