



City Manager's Report

City Commission meeting: Monday, January 23, 2023

DONATIONS

- A donation of \$2,000 was received for the K-P Program from the Veterans of American Legion Post 83.
- The City would like to thank Construction Equipment and Supply for lending us their lift for use in installing the Christmas lights. The value rental would have been \$1050.00 and they gave it to us free of charge.

NEW & OLD BUSINESS

CODE COMPLIANCE

- The annual notification has been published in the Sandusky Register to comply with Section 531.08 of the Codified Ordinances of Sandusky. The ordinance requires the owner or occupant having the care of any lot or land within the City to cut down and remove all noxious weeds and grass of a height of eight inches or more. Properties found to be in violation will be served with a written notice posted on the property. Failure to comply with this notice within five (5) days from the date of the notice will result in the City causing such weeds and grass to be cut and removed. Such cutting and removing shall be at the owner's expense. Voluntary cooperation by all property owners is appreciated.

The annual notification has also been published in the Sandusky Register to comply with Section 955.15 of the Codified Ordinances of Sandusky, Ohio. Containers within which solid waste, garbage, refuse and/or other discarded materials, or recyclables have been deposited may be placed upon a curb for curbside collection no earlier than 6:00 p.m. from April 1 through September 30 and no earlier than 4:00 p.m. from October 1 through March 31, on the evening prior to the scheduled collection of said materials, and any such materials or containers which remain after said collection shall be removed from said curb no later than 8:00 p.m. on the date of said collection.

FINANCE

- 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 our 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 number is 419-627-5893.



City Manager's Report

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PUBLIC WORKS

- Installation of ramps, markings and pedestrian activated signs is planned for the south side of the Campbell and Buchanan intersection in early spring 2023. This crossing aligns with the new school location and will provide a safer, more formal route for students East of Campbell Street walking/biking to school.

PLANNING DEPARTMENT

- The Public Arts & Culture Commission has adopted their 2023 Public Art Work Plan. The work plan outlines seven projects for celebrating the community and increasing the vibrancy of the city with public art. The work plan and corresponding project documents are available on the Public Art page of the city website. We invite and encourage all who have a passion for public art to get involved.

SANDUSKY TRANSIT SYSTEM

- A Request for Proposals (RFP) has been issued to identify a third-party operator to provide contracted services for the operation of the Sandusky Transit System. Responses are due February 15. The new contract will begin on April 1.
- The Sandusky Transit System has announced the consolidation of the Orange and Yellow fixed route lines effective February 1, 2023. Staff is working to coordinate with First Transit and provide notice to riders in anticipation of the service changes.

RECREATION

- Sandusky Recreation, in collaboration with Open Way Yoga, intends to apply for grant funding for up to \$12,000 with the Erie County Community Foundation to offer a 200-hour yoga instructor course. The course would provide instruction for a diverse staff of yoga mindfulness teachers, who can offer targeted programming to a diverse group of area residents. No city funds would be used for the instructor.

I would like to ask for a motion to allow Sandusky Recreation to apply for the Erie County Community Foundation Grant.



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POLICE DEPARTMENT

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NEW BUSINESS

OLD BUSINESS



**City Manager's Report
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FIRE DEPARTMENT

DONATIONS

NEW BUSINESS

OLD BUSINESS



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City Commission meeting: Monday, January 23, 2023

FINANCE DEPARTMENT

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OLD BUSINESS

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GENERAL INFORMATION

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OLD BUSINESS

COMPLETED PROJECTS

CONSTRUCTION PROJECTS

- Bardshar Drainage Project
 - Contractor: TBD
 - Contract Amount: \$TBD (\$62,000 EST.)
 - Completion Date: October, 2023
 - County Engineers – led and designed for the 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.

- Cleveland Rd. Waterline Project
 - Contractor: TBD
 - Contract Amount: TBD (Est. \$358,000)
 - Construction Completion: May 5, 2023
 - **Bid Date: January 27, 2023**
 - Project to replace 50- to 80-year-old water main lines within the intersection of Cleveland and Cedar Point Dr. To better align with the proposed roundabout.



City Manager's Report

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- 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 February of 2023
 - Due to the train derailment, the station is currently being re-evaluated.

- 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.
 - Developing final change order

- Emergency replacement of Traveling Bar Screen at BIWW
 - Contractor: EVOQUA
 - Construction Cost: \$228,865.00
 - Completion date: Punch list items-waiting on water nozzles
 - 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.

- Hayes Avenue Corridor Safety Project
 - Contractor: Miller Cable Co.
 - Contract Amount: \$809,400.00
 - Construction Completion Date: Mach 29, 2024
 - **Inspection: K.E. McCartney & Associates**
 - **Inspection Amount: \$80,912.00 to be send to city commission Feb. 13**
 - LPA Project PID 109523 ERI-SR4-10.66 Hayes Ave



City Manager's Report

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- 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.
- Construction is estimated to begin April 2023

- Justice Center
 - Contractor: Mosser Construction
 - Contract Amount: \$10,623,800
 - Construction Completion Date: **May 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.

- 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



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 change order forthcoming.

- Mills Street High-Rate Treatment
 - **Contractor: Great Lakes Construction**
 - **Contract Amount: \$33,570,075.00**
 - **Completion Date: October 2024 (substantial completion), May 2024 (final completion)**
 - **Inspection: City staff & Stantec**
 - **Inspection Amount: \$1,642,466.88**
 - 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 local youth baseball league to relocate the ball field to a desired alignment and size on the former Amvets site.

- Monroe Street Reconstruction (Decatur Street to Meigs)
 - Contractor: Erie Blacktop Inc
 - Contract Amount: \$749,134.27
 - Completion Date: October 31, 2023
 - **Inspection: K.E. McCartney & Associates**
 - **Inspection Amount: \$76,996.00 to be send to city commission Feb. 13**
 - LPA Project PID 110322 ERI-CR-0504-00.49 (Monroe St)
 - This project involves ADA complaint curb ramps, pavement repair, base repair and resurfacing from Decatur Street to Meigs Street along Monroe Street.
 - Construction anticipated in spring of 2023



City Manager's Report

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- Monroe Street (West) Drainage Project 1 (Decatur to Fulton St.)
 - Contractor: TBD
 - Contract Amount: \$TBD
 - Engineer's Estimate: \$108,000
 - Bids Due: **January 27, 2023**
 - Completion Date: July 3, 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.
 - No road work is included in this.

- Perkins Avenue Waterline replacement and Roadway Improvement Project
 - Contractor: Speer Bros. Inc.
 - Contract Amount: \$5,411,227.34
 - Inspection: In-House
 - Construction Completion: December 1, 2023
 - Construction anticipated to begin: April 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 November 29, 2022.

- 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.
 - **Added work for installation of a larger ridge cap, as the contraction of the metals and joints with the recent arctic blast caused roofing to pull away from existing ridge cap and leaking occurred here. In spite of this additional work, the total cost will stay within the projects contractual amount.**



City Manager's Report

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- 2022 Sidewalk Project
 - Contractor: Kreimes Company
 - Construction Cost: \$121,116.33
 - Completion Date: **Spring 2023, due to added work.**
 - 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.
 - **Added crosswalk at Buchanan & Campbell, which will be done in spring of 2023.**

- 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, two of the five VFDs has been delivered

- Warren Street Reconstruction
 - Contractor: TBD
 - Contract Amount: TBD (**EST. \$3,169,476.47**)
 - Completion Date: **TBD**
 - 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.

- 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.
 - **Smith Paving is reporting that the concrete pads and islands will be constructed in March of 2023. Based on this, paving should occur soon after asphalt plants open in April/May.**



City Manager's Report

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- WWTP Secondary Digester #3 Cleaning & Dystor Membrane replacement
 - **Digester Contractor: Burch Hydro Inc.-city was notified Burch Hydro, Inc was bought out by Synagro Central, LLC as of 12/31/22. Company is now know as Synagro Central, LLC**
 - 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 were approved**

DESIGN PROJECTS

- Butler Street Reconstruction Project
 - Consultant: TBD
 - Feasibility Study & Preliminary Design: \$TBD
 - Design Completion: June 2023
 - Construction proposed for late 2023
 - Work will likely include reducing most of Buter Street from 3 lanes to 2 between Milan and Cleveland Rd. Replacing concrete with asphalt pavement, adding new curbing. Section repairs beyond Milan Rd. will be added as funding permits.
- 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.



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- Cleveland Rd. (E.) Drainage and Sidewalk Project
 - Consultant: CVE (Chagrin Valley Engineering)
 - Preliminary & Detail design: **\$139,757**
 - Detail Design proposed for Mid-2023.
 - Construction: planned for 2026, after the larger Cleveland Rd. Safety project is complete.
 - Address 80-year-old drainage and lack of sidewalks on the South side of Cleveland Rd. East of Harbour Parkway to E. Shoreway Dr.

- 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 east to Remington Avenue. **Bramhall will be notifying property owners of survey work that will begin shortly.**
 - 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
 - Inspection: K.E. McCartney & Associates
 - Inspection Amount: \$99,999.00
 - 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.



City Manager's Report

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- The Landing – Final Design & Permitting
 - Consultant: Environmental Design Group
 - Contract Amount: \$2,057,845.73
 - Design Completion Date: April 2024
 - 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.

- 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 Const. 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.



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- Recently awarded ODOT funds, via the MPO for this project.
- Scope of Services prepared for ODOT, precursor to selecting a design firm.
- **Had field review of project with ODOT, MPO representatives on 1/17/23.**

- Monroe Street (West) Drainage Project 2 (Broadway St. to Mills Creek)
 - Consultants: Bramhall – Survey, In-House Design
 - Contract Amount: \$9,100 – survey & base mapping
 - Design Completion: Spring 2023
 - Total Project Est: \$TBD
 - This project addresses carrying drainage from Broadway St. and releases it 1600' West into Mills Creek near the existing bridge. This project separates sewers and puts road runoff directly into the bay. Currently, this runoff goes the Wastewater treatment plant and gets treated as sewage. No road work is included in this.
 - **Waiting for design software (AutoCAD) update via Admin approvals, to proceed with plan and profile sheets for construction.**

- Sandusky Bay Pathway Acquisition and Partial Design
 - Consultant: Environmental Design Group
 - Contract amount: \$2,092,513.00
 - Completion date: Spring 2024
 - 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.



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- 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 (1)
- Building Maintenance
- Cemetery
- Engineering
- Forestry (1)
- Sewer Maintenance (2)
- Streets & Traffic
- Water Distribution (2)
- WWTP (1)

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

- **Congratulations to Megan Stookey for her promotion to Project Manager.**

STATUS OF GRANT & LOAN APPLICATIONS

- 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 BUSINES

- The annual Tax Incentive Review Council and CRA Housing Committee meetings will be held on Thursday, March 16, 2023 from 10:15 to 11:15am at the Downtown County Office Building, Third Floor (247 Columbus Avenue, Sandusky).

OLD BUSINESS

COMMUNITY DEVELOPMENT DIVISION

DONATIONS

NEW BUSINESS

- The City of Sandusky has requested consideration from the Ohio Community Development Corporation Association (Ohio CDC Association) to be selected as a sub-site for placement of a VISTA Member. The Ohio CDC Association VISTA Project, created in 1995 as a partnership between the Ohio CDC Association and the Corporation for National and Community Service, places VISTA Members every June or July at OCDCA member organizations throughout the state. VISTA Members are full-time volunteers that serve and focus their efforts on building organizational, administrative, and financial capacity for organizations and entities that fight illiteracy, improve health services, foster economic development, strengthen community groups, and otherwise assist low-income communities. If selected as a sub-site and awarded placement of a VISTA member, he/she will be hosted in the Department of Community Development and will work on a range of programs/projects. Specifically, the VISTA Member will assist staff with the completion of and subsequent implementation of recommendations resulting from the Southside Planning Process.

OLD BUSINESS

- A review team met on January 18th to score the three (3) proposals received in response to an RFP released for the Iron District Development Sites. Staff will follow-up with the top-rated firm to discuss the specifics of the proposal.



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COMMUNITY DEVELOPMENT PROJECTS

- Health Department Entranceway: A contractor hired by the County Landbank has completed the demolition of the house at 3201 W. Monroe Street, which will make way for enhanced signage and landscaping at the entranceway to the Erie County Health Department campus. City staff will seek approval to expand the public right-of way at that location from the Planning Commission on January 25th.

PLANNING AND ZONING DIVISION

DONATIONS

NEW BUSINESS

- The Public Arts & Culture Commission has adopted their 2023 Public Art Work Plan. The work plan outlines seven projects for celebrating the community and increasing the vibrancy of the city with public art. 2023 projects include sculpture purchases, continuation of the ArtBox utility box painting program, continuation of the City Hall Gallery program, allocation of funding for public art as part of the Columbus Avenue Streetscape project, public art and placemaking elements for the upcoming redesigned Action Sports park (known today as the Skate Park and Pump Track), and funding for grant proposals submitted by artists. The work plan and corresponding project documents are available on the Public Art page of the city website. We invite and encourage all who have a passion for public art to get involved.

OLD BUSINESS

PLANNING PROJECTS

- Sandusky Skate Park – the consultant team from OHM Advisors will visit the City on January 27th to present their preliminary findings to staff. A community meeting will subsequently be held to gain feedback on the recommended park improvements.

ADDITIONAL INFORMATION

- The next **Landmark Commission** meeting is scheduled for Wednesday, February 15, 2023 at 5:00 PM
- The next **Board of Zoning Appeals** meeting is scheduled for Thursday, February 16, 2023 at 4:30 PM.
- The next **Planning Commission** meeting is scheduled for Wednesday, January 25, 2023 at 5:00 PM.



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SANDUSKY TRANSIT SYSTEM

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RECREATION DIVISION

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