



City Manager's Report

City Commission meeting: Monday, March 25, 2024

DONATIONS

- Parks and Recreation would like to thank Janie Thompson for her donation of 2 seats (\$60) and Kristie Ruffin for her donation of 1 seat (\$30) for Midtown Supper Club.
- Parks and Recreation would like to thank Travelers Baseball for their generous donation of \$500 toward the upkeep of the baseball field at Jaycee Park.
- Parks and Recreation would like to thank Jennifer Ashburn for her donation of books and time for installing the Reading 'Riting Room at Sandusky Rec. This room is a space for children who attend Mills Out of School to read books and can also take books home.

NEW & OLD BUSINESS

ADMINISTRATION

- On April 8, 2024, the day of the Eclipse, City Hall will be closed to the public beginning at noon, for the remainder of the day. Although the building will be closed to the public, city staff will continue to be in the building and available via phone and email.

FINANCE

- The deadline to file 2023 municipal income tax returns is April 15, 2024. All individuals and businesses can utilize the Regional Income Tax Agency's website at www.ritaohio.com to file their taxes.

PUBLIC WORKS

- All contractors on City projects are expected not to work April 8 or will only work partial days in anticipation of the eclipse. Construction sites are to be secured for safety reasons.
- City staff will begin the annual spring cleanup of Oakland Cemetery & Memorial Park on April 15. ALL decorative items throughout the cemetery will be removed and disposed of regardless of their perceived value. Residents and patrons are asked to remove anything they wish to keep prior to this date. To allow sufficient time for cleanup, new cemetery decorations can be placed starting April 20.
- Due to all bids exceeding 10% of the engineer's estimate, the Wheels Park project will be re-bid in April. Revised legislation will be presented at the April 9 City Commission meeting.



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COMMUNITY DEVELOPMENT

- The City received six (6) proposals for the final design of the Recreation Center. The top three (3) firms were interviewed on Tuesday March 19. The department will bring a recommendation and request to enter into a professional services agreement for design and engineering to City Commission in late Spring.
- The housing development and beautification program continues to be a great success. The program has received over 80 applications and funding is still available.
- The Land Bank Committee has recently recommended approval for the sale of 4 vacant lots for new home construction. 3 owner occupied residential structures are proposed for the lots and preliminary site plans are being reviewed for compliance. A purchase and sale agreement should come before City Commission in April. Once approved, the total of land bank lots sold for new construction in the past 3 years will be 71.

RECREATION

- The Sandusky Parks & Recreation Division entered into an MOU with the Ohio State University SNAP-Ed program for programming at the Sandusky Rec @ Mills building for healthy living participants for the Out-of-School and seasonal break programs throughout the year in 2024.
- The Sandusky Parks & Recreation Division was notified by the Erie County Community Foundation of being selected to host a summer intern through the 2024 Community Links Internship Program. Ashlyn Legando of Sandusky, a Perkins High School graduate and current Ohio State University student, will be spending the summer working with Parks & Rec. Her internship will be focused on marketing and special events throughout the summer season. We are looking forward to having Ashlyn join the city to help further her educational journey in her hometown.
- The Downtown Sandusky Easter Egg Hunt will be Saturday, March 30 at 10 a.m. SHARP in Washington Park with the arrival of the Easter Bunny on a fire truck at 9:45 a.m. The Merry-Go-Round Museum will also open early that day for free admission and \$1 Carousel rides from 10 am to Noon. The Easter Bunny will be available for photo opportunities as well.



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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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CONSTRUCTION PROJECTS

- Butler Street Reconstruction Project
 - Contractor: Great Lakes Demolition Company
 - Contract Amount: \$890,530.50
 - Construction Completion: June 1, 2024
 - Minor concrete work won't be done until spring and punch list items remain.
 - **Permanent markings to be performed in early April.**
- Cleveland Rd. Waterline Project
 - Contractor: Ed Burdue Co.
 - Contract Amount: \$298,699.92
 - Construction Completion: Spring 2024
 - Project to replace 50- to 80-year-old water main lines within the intersection of Cleveland and Cedar Point Dr.



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- East Water Street Reconstruction
 - Contractor: Great Lakes Demolition
 - Contract Amount: \$952,053
 - Construction Completion: May 17, 2024
 - 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.
 - **Work is expected to be completed in May of 2024. Asphalt will be placed as soon as the plants open.**

- Follett Street and Mills Street Elevated Water Tank Inspection & TTHM Removal System Project
 - Contractor: Midwest Tank Management, LLC
 - Contract Amount: \$271,500
 - Completion date: Early Summer 2024
 - Complete EPA required 5yr interior & exterior inspections on both tanks. Replace ventilation units and active mixers, 3" conduit piping system and spray nozzles on both tanks.
 - Work to begin in early April. Traffic will not be affected.

- Generator Replacement Project at BIWW
 - Contract amount: \$489,416
 - Completion date: July 2024
 - Replacement of the controls of the main and backup generator at the Water Plant
 - Have had a few instances of inconsistent power regulation upon power outages. Actual generators themselves have been tested to ensure they are mechanically sound.
 - Control units have been ordered. Delivery time is anticipated to be 50+ weeks. **It is anticipated that installation will be done by city staff with assistance from a local electrical contractor.**



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- Hayes Avenue Corridor Safety Project
 - Contractor: Miller Cable Co.
 - Contract Amount: \$809,400.00
 - Construction Completion Date: March 29, 2024
 - Inspection: K.E. McCartney & Associates
 - Inspection Amount: \$80,912.00
 - LPA Project PID 109523, ERI-SR4-10.66 Hayes Ave
 - 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.
 - Punchlist items are being completed.

- Justice Center
 - Contractor: Mosser Construction
 - Contract Amount: \$11,353,083.47
 - Construction Completion Date: September 2024
 - Inspection Consultant: Richard L. Bowen & Associates, LLC
 - Inspection Contract Amount: \$547,072
 - Furniture Supplier: OSupplies
 - Furniture Contract Amount: \$334,675.83
 - Furniture for the Police Division has been delivered and installed into the newly completed areas of the Justice Center. Remaining furniture for Courts will be stored at an offsite location until construction is completed in that phase.

- 2024 Local Street Resurfacing Project
 - Contractor: TBD
 - Construction Cost: EST. Bid A: \$1,167,571.00; Bid B: \$50,000
 - Completion Date: July 3
 - Bid "A" of this project will be resurfacing of 43 of the worst condition street sections throughout the City. This will be included in the 5-year capital improvement plan.
 - Bid "B" of this project will be asphalt pavement surfacing at the West side of the City's Service Center, which gets daily traffic for recycling.
 - **Bids opening March 22nd.**



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- Meadowood Subdivision Sidewalk Project
 - 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
 - **The City accepted bids on Friday, March 1st, all bids are under review with ODOT and legislation will be presented at this meeting.**

- 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 as well as improvements to the buildings.

- Monroe Street Outfall Extension Project
 - Contractor: Great Lakes Demolition Company LLC
 - Contract Amount: \$553,951.00
 - Completion Date: April 1, 2024
 - Inspection: In-House
 - This project involves installation of a 36" storm sewer from Broadway Street to Mills Creek to relieve the soon-to-be installed storm sewer coming from Camp Street. This takes significant storm flows off Broadway Street, which goes to the WWTP.



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- Work has started on the project, traffic is being maintained with a temporary traffic signal near the active work area. Traffic is asked to use extreme caution when traveling the area and to expect delays.
- Outfall pipe needed replaced due to its displacement and erosion. Additional pavement repairs were necessary due to subsurface materials and undermining.
- Punchlist items outstanding. **Change order forthcoming 3/25.**

- 2024 Sidewalk Repair, Replacement, & Grinding Project, Contract A
 - Contractor: TBD
 - Engineer's Estimate: \$124,674.71
 - Completion Date: July 3, 2024
 - Inspection: In-House
 - Legislation before Commission at this meeting requesting permission to bid.
 - Project includes 4,771 square feet of residential sidewalk replacement, 80 lineal feet of sidewalk grinding and the removal of fourteen overgrown trees within the boulevard.
 - Replacement of 1,772 square feet of sidewalk in Washington Park.
 - Concrete repairs at Fire Station No. 3.
 - **Project is currently out for bid, with bids being due on March 21st.**

- 2024 Sidewalk Repair, Replacement, & Grinding Project, Contract B
 - Contractor: TBD
 - Capital Budget: \$960,000
 - Completion Date: TBD
 - Inspection: In-House
 - At the direction of the City Commission, the remaining list of sidewalk issues held by the Engineering Department, shall be addressed. Staff is working to develop the details of this project and will return in Spring, 2024 with the permission to bid.



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- Underpass Rehabilitation Project
 - Contractor: Schirmer Construction
 - Contract Amount: \$527,785.00
 - Completion Date: June 2024
 - Inspection: In-House
 - This project involves addressing the worst areas of cracks, spalling and paint coating failing along Columbus Ave. Underpass. Since the train derailment, these deficiencies are more noticeable. Removal of the worst areas of walls and preparation for a detailed filling, leveling and coating system have been specified. Said project also replaces the remaining steel hand railing and lighting beneath the Columbus Ave underpass. Contractor intends on beginning this work in the spring of 2024 due to temperature-sensitive coatings.
 - Complete lighting installation at the Tiffin Ave. underpass as well.
 - **Lighting** work to begin last week of March.

- UV Project
 - Contractor: The Great Lakes Construction Co.
 - Contract Amount: \$2,630,156.00
 - Completion Date: Fall 2024
 - Due to the manufacturer no longer making some parts, this project is just a replacement of the existing ultraviolet disinfection system at the wastewater pollution control plant with a few alterations to the channel to accommodate the new equipment.

- VFD Project at BIWW
 - Contractor: All Phase
 - Contract amount: \$271,920.00
 - Completion date: March 24, 2024
 - Replacement of five existing variable frequency drives
 - Contractor has replaced all 5 VFDs.
 - **Project complete, Change Order #1 and final forthcoming.**

- Warren Street Reconstruction
 - Contractor: Speer Bros., Inc.
 - Contract Amount: \$3,032,220.00
 - Completion Date: June 1, 2024.
 - 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.
 - **Concrete work happening this week 3/18 on the East side. Paving slated for 2nd week of April.**



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- Wheels Park
 - Contractor: TBD
 - Contract Amount: TBD
 - Construction Completion: April 11, 2025
 - **This project involves installation of a skate park and pump track with shade structures and drainage. Re-bidding the project is expected in April.**

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.
 - Property Acquisition in progress for additional right of way for the project.
- Cleveland Rd. (E.) Drainage and Sidewalk Project
 - Consultant: CVE (Chagrin Valley Engineering)
 - Preliminary & Detail design: \$139,757
 - Construction: planned for 2027, 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.
 - Costs went up as the need to address (via replacement) the storm sewer pipes in the affected area. The new increased cost may make this project cost-prohibitive.
 - Applied for ODOT Systemic Safety grant, awaiting notification. Otherwise, design is on hold.



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- East Perkins Avenue Improvement Project (Milan Rd to Remington Ave)
 - Consultant: Bramhall Engineering & Surveying Company
 - Contract Amount: \$179,107
 - 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 has notified property owners of survey work that will begin shortly.
 - Construction anticipated in spring of 2025.

- East Perkins Avenue Waterline Replacement Project
 - Consultant: Bramhall Engineering & Surveying Company
 - Contract Amount: \$22,251
 - Design Completion: Summer 2024
 - This project involves installing replacing the 8-inch waterline from the Pipe Creek Bridge to Remington Avenue. This section has experienced several breaks over the past few winters.
 - Construction anticipated in 2024 and to be completed prior to the LPA Project PID 113959

- 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.
 - Federal funding has been allocated for the pathway between Hemminger Ditch and Cedar Point Drive. The Hemminger Ditch crossing and The Landing will be funded by the City.



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- MacArthur/Churchwell Park Improvements
 - Consultants: Strand Associates, Inc.
 - Contract Amount: \$1,229,450.00
 - Design Completion, Phase I: September 30, 2024
 - Design Completion, Phase II: Spring 2025
 - This project is the detailed design phase of the concept adopted in the South Side Plan as approved by Commission. It includes utility and park improvements that will be constructed in multiple phases.
 - **A grant was received totaling \$125,000 for tree plantings to be incorporated into the project. This will allow for those funds to be redirected elsewhere and for more trees than originally intended.**

- Camp Street Sewer Project
 - As part of the base contract, the consultant is designing a sewer between Buchanan and Perkins Avenue to accommodate the timing of an OPWC grant to resurface Camp Street between Frantz and Perkins Avenue that must be constructed prior to July 2025. This section of sewer will divert commercial flow to a larger sewer on Buchanan will also relocate some of the laterals for the properties within the neighborhood that front on Camp Street.

- 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.
 - Phase 3 Design complete.



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- Monroe Street (West) Improvement Project (Decatur St. to Camp St.)
 - **Consultants: OHM**
 - Contract Amount: TBD (Est. \$210,462.00)
 - Design Completion: 11/1/2025
 - LPA Project PID: 118505
 - 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 which is a precursor to selecting a design firm.

- Safe Streets Action Plan
 - Consultant: WSP
 - Contract Amount: \$250,000
 - Completion Date: End of 2024
 - The City was awarded \$200,000 from the USDOT FHWA through the Safe Streets for All grant program. The city-wide plan will evaluate safe passage for motorists and non-motorists alike for all demographics throughout the City. The goal of the plan will be to develop a prioritized list of projects through public collaboration that will systematically be implemented to ensure safe coexistence of all modes of transportation.

- Sandusky Bay Pathway Acquisition and Partial Design
 - Consultant: Environmental Design Group
 - Contract amount: \$2,092,513.00
 - Completion date: Spring 2025
 - 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.



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- **Sheldon's Marsh Improvements, Phase I**
 - **Consultant: CT Consultants**
 - **Contract Amount: \$250,000**
 - **Completion Date: End of 2024**
 - **The City was awarded \$2,750,000 in principal forgiveness funding from Ohio EPA through the WSRLA program to complete improvements to the main pump station and transmission mains. Staff is working with CT and Erie County to finalize a scope of work for design and construction. All funds must be encumbered prior to June 30, 2024.**

ADDITIONAL INFORMATION:

Vacancies and budgeted positions:

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

STATUS OF GRANT & LOAN APPLICATIONS

- City staff submitted applications to the Ohio Department of Development requesting grant funding for construction on the following 2024 projects. Award notification is not expected until January 2024. The City recently received \$2.5M from this program over the summer toward the Perkins Ave Reconstruction Project.
 - Camp Street Sewer Installation
 - MacArthur Park Neighborhood Infrastructure Improvements
 - Columbus Avenue Reconstruction & Streetscape
 - Mills & Follett Streets Water Tower Improvements.
- ODOT systemic Safety fund grant (90/10) applications were submitted for the following two projects, as ODOT paired the Cleveland Rd. sidewalk and Washington Parks projects into one. Notification expected in April:
 - Cleveland Road sidewalks East of Pipe Street on the South side, construction only, and pedestrian improvements on Washington St. and Columbus Ave. for the Washington Parks crossings.
- Staff is working with ECEDC and Jobs Ohio on two separate grant funding opportunities initiated by expansions at Okamoto and Mack Iron. The grants would allow for roadway improvements to accommodate increased truck traffic and possibly longer trailers.



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- Staff requested \$75,000 in grant funding from the H2Ohio Chloride Reduction Grant program for purchase of a second brine system to pretreat roadways with multiple units. Notification should be given later in 2024.
- The City has requested \$5M in grant funding through the State Capital budget for The Landing. Notification should be given by the House and separately by the Senate after the state budget is passed late this spring.
- The City has requested \$2M in grant funding in federal earmarks for the MacArthur Park project. Notification should be given in May or June if monies are received.



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OLD BUSINESS

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PLANNING DEPARTMENT

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ADDITIONAL INFORMATION

- The next **Planning Commission** meeting is scheduled for Wednesday March 27, 2024, at 5:00 PM.



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SANDUSKY TRANSIT SYSTEM

DONATIONS

NEW BUSINESS

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RECREATION DEPARTMENT

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