

CITY MANAGER'S REPORT
October 9, 2023 Council Meeting

1. W. Main Street Infrastructure Improvement Project update: The project is again out for bid for another 21-day period with the bid opening scheduled for October 19 at 12 PM at the CM's office.

In order to effectively meet an important DEFA deadline, which is 11/15/23, and assuming we'll have a good bid(s) to work with, we'll most likely need to have a special meeting of council by the end of the month (Monday, 10/30) to enable us time to accept the best bid (there won't be enough time to accept a bid by the regularly scheduled meeting on the 23rd) and prepare our final application to DEFA, which again, is due on 11/15. If we can meet that deadline, we then look to receive OWDA Board Approval by 1/25/24, which should give us our Notice to Proceed by 1/26/24.

2. Centennial Street Paving: FYI- Preparation for the paving of Centennial began last Friday and was continuing today with the eventual paving of the road from E. Main St. (Rt 20) to Eastwood occurring soon (this week).
3. Clay Street Trail Extension Project update: As previously discussed, the city agreed to assist the Township with labor on the extension of the trail along the south side of Clay Street from the trail to Beringer Pl. This project, funded by the Township, has now finally been completed. Though the city's involvement didn't end up being what we initially thought it would be, the Street Dept. Supt. did work closely with a contractor to see the project through to completion.
4. 2024 Budget Process and Timeline: As we're well under way with the 2024 budget, I propose the following timeline for Council's consideration:
 - a. Current through November 2, 2023: Continue internal refining with Dept. Heads and Finance Director and provide Council proposed 2024 budget by Fri., 11/3
 - b. Week of November 6, 2023: Conduct Finance Meeting with Council, preferably Tues., 11/7 (11/8 as fallback), starting at 8:30 AM
 - c. November 13 & 27: Two Reading of Council, with the second reading being by emergency, for passage of the 2024 budget before December 1.
5. RFP Stormwater Master Plan: Our Request for Proposal (RFP) for professional services for the preparation of our Stormwater Master Plan is now being advertised. The schedule has us advertising on Oct 6 and 13 with a deadline to receive proposals set for October 20 at 4 PM.
6. Potential Use of NOPEC Funds for CIC Project: FYI- The CIC recently undertook the project of replacing the electric sign at SR 534 and 84. The cost of the sign was approximately \$25,000 and through an active effort by the CIC to raise funds for the sign they've done a great job, but are still a bit short of their goal (by approximately \$10,000). While they're still waiting on a few possible donors, I'd like to help close their funding gap with NOPEC funds the city has available from our 2022 and 2023 uncommitted awards (approx. \$27,000). They should be able to let me know what the gap is soon. Without objection, I plan to commit the necessary funds as needed.

7. Yard Waste Pick-Up Service: Today marked the end of our seasonal bagged, yard waste pick-up service. Pick up, which runs from spring through now (with pick-up being on the 2nd and 4th Monday of the month) will start up again next April.
8. Traditional Leaf Pickup Service: This fall service will commence next week (traditionally the third week of October) and run through December 1. We ask residents to bring their leaves close to the curb but not in the street so we can most effectively pick them up.
9. Ghoulfest 2023: This year's festivities are scheduled for Saturday, October 28th, from 7 AM to 8 PM. There are a significant number of activities scheduled throughout the day, including a parade starting at 6 PM. For a complete rundown of those activities, please check out our website.
10. Halloween Hours: Sunday, October 29 from 4-6 PM.