

CITY MANAGER'S REPORT  
December 23, 2024 Council Meeting

1. West Main Street Project update:
  - a. FYI- As was discussed at the last council meeting, we were hoping to lay the base asphalt on the N. side of W. Main from Lockwood to Eagle (Circle K) within the week. Unfortunately, that didn't happen due to the conditions being too wet and the cost to keep the asphalt plant open. As of now, the base coat won't be happening until early spring. Aggregate is being placed to temporarily fill the gap until the paving can continue later.
  - b. The road will remain closed until further notice as the contractors continue pressing forward during the winter months. ODOT has updated their maps showing the road closure continuing into April, 2025.
  
2. North Avenue Closure: FYI- While we did our best to keep the road open, due to the relentless winter weather, we have closed North Ave. as a result of our inability to keep the road in safe, drivable, satisfactory conditions. Within the mostly gravel section that is closed, there are no residences. We've placed adequate signage indication the closure. When the weather breaks and/or the opportunity exists, we will make the necessary improvements to reopen the road.
  
3. Ashtabula County Dept. of Environmental Services Contract Amendment: *(On tonight's agenda)*  
After numerous discussions with the county (DES), we're now in agreement with the terms and conditions as outlined in the Amendment to the Supply, Transmission and Storage of Water Agreement entered into on February 28, 2006. *I request authorization from Council to enter into the Amendment.*
  
4. Fire and Emergency Medical Dispatching Agreement with Harpersfield Twp.: *(On tonight's agenda)*  
This Agreement represents a three (3) year continuation of dispatching services the city already provides the township. All terms and conditions remain unchanged with the exception of a modest annual increase for years 2025, 2026, 2027. *I request authorization from council to enter into the Agreement.*
  
5. Parks Master Plan RFP: Per council's instruction, we prepared and posted an RFP seeking professional services for the preparation of a Parks Master Plan. Upon the closing of the RFP, we had two (2) legitimate proposals. Both proposals adequately followed the detailed instructions of the RFP and both proposals highlighted significant experience and competency in carrying out the desired plan. While the fee for service was close between the two proposals, one was slightly less: \$35,000 vs. \$33,000 (both including costs for miscellaneous expenses). If council wants to proceed with the project, *it would be my recommendation to accept the lesser cost proposal, Behnke Landscape Architecture, Cleveland, Ohio, at the amount not to exceed \$33,000.* Funding breakout:

<u>Proposal</u>	<u>Funding</u>
\$33,000	\$15,000 - ARPA
	\$1,000 - MOU (Kiwanis)
	<u>\$17,000</u> - Appropriation from unapprop. GF funds (2025)
	\$33,000

6. CDBG Senior Center ADA Project update: At this time, the project is mostly complete. I visited the Center last Friday and we're all very pleased with the improvements. The County Building Dept. signed off on it on Friday (12/20) and the State is scheduled to be in on Monday (12/23) to inspect the new lift. It appears the project will come in under budget and the construction manager believes it should be closed out by the end of the week (12/27). The project was completed by CMG Contracting with a budget of \$122,000.
  
7. CT Consultants, Inc. Change of Ownership: FYI- (*letter enclosed*) Please be advised that CT Consultants, Inc., the city's primary engineering firm, was wholly acquired by Verdantas, LLC earlier this year. While all existing agreements and services will continue as they are at this time, at the appropriate time in the future, existing and new engineering work will transition to Verdantas, LLC. Our current representatives with the company will keep us informed as we navigate through the transition.
  
8. Appalachian Community Grant Program (ACGP) Kick-Off Meeting: We are in the process of setting up the Kick-Off meeting with our planner, CT Consultants (Verdantas) and Eastgate, for the Placemaking (streetscape, etc.) aspect of the project. Currently, we're looking at Thursday, 1/9/2025 at 3 PM here at City Hall. The Kick-off meeting is intended to discuss the planning process, proposed activities and timing (schedule) of the project.