

Communication/Outreach Enhancement: staff is reviewing options to expand communication to constituents based on the discussion Mayor Hartung initiated at the last Council meeting. Additionally, we have been contacted by individuals in the community interested in the same topic and I have attached their communications.

Opiate Litigation: the administration will request an executive session for the purpose of discussing pending or imminent court action on February 27 to allow for Attorney John Murray to discuss the pending litigation efforts he has undertaken against opiate manufacturers and distributors. The Administration will request that City Council provide direction on this topic and previous discussions held with the law firm of Kelley & Ferraro, LLP.

World Auto Parts: the fire department performed a routine inspection of the business expansion on Sawmill Parkway. There has been a history of failed inspections over previous years with the owner failing to abide by the recommendations and orders of the department. The ownership of the business has transferred to Parts Authority, a national company, with the intention of developing the Sawmill Parkway location into a regional distribution center. The current expansion was found to be deficient by Mr. Zimmerman as it was lacking the proper permitting and plan approval. Staff has worked with the new tenants to rectify these issues to bring the company in compliance with building and fire code. Staff will continue working with Parts Authority in developing their business footprint in the city.

Huron Public Power Substation Financing: on Tuesday, February 20 the Finance Committee endorsed a recommendation to proceed with the issuance of one year general obligation notes to finance the construction of the Rye Beach 69 kV electrical substation. The estimated cost of the substation is \$3.5 million. The substation will serve all existing customers of Huron Public Power, Ohio Patients Choice and Mucci Farms. Bond counsel will draft the necessary legislation to present to city council for review.

The bid opening for the equipment portion of the substation project was held on Friday, February 16. The final engineering estimate for the project was \$2,550,000.00. The city received two bids, \$2,398,000.00 and \$2,175,000.00. Following city council's consideration of a contract with the successful bidder, the city will pursue a public bid for the labor and construction of the substation.

Chamber of Commerce Open Air Market Review: staff met with Amy Roldan of the Chamber of Commerce to discuss an Open Air Market opportunity that the Chamber would like to pursue on June 9. The event is designed to attract approximately thirty artisan vendors and 3-4 food trucks. It is currently being planned for Lakefront Park. The event would require city council's authorization of a License Agreement outlining the costs, liability waivers, an insurance policy and approval by safety forces. The Chamber would like to close portions of Wall Street and Center Street. The Chamber was receptive to the city's concerns on logistics and will be submitting a final plan to the administration for city council review.

TREX Economic Development Liquor License Transfer: the City received and authorized a TREX Economic Development liquor license transfer request for the property located at 38 North Main Street. The property is owned by Councilman Dike's company, WCD Holding, LLC. The execution of

the form is an administrative action required by the State of Ohio to allow the liquor license to transfer to the requester.

US 6 Corridor Joint Feasibility Study: staff attended the kick-off meeting with all pertinent jurisdictions regarding the initial steps of the US 6 corridor study. The study includes the portions of US 6 between Rye Beach Road and US 250 in Sandusky. The study also includes Rye Beach south to the Corporate Park. A public meeting, along with stakeholder meetings will be ongoing this spring/summer.

US 6 Urban Paving Project: the annual bridge inspection highlighted significant infrastructure concerns at the Railroad Bridge on US 6. ODOT has indicated the bridge is scheduled for improvement in 2020. This would occur in between phases 1 and 2 of the repaving program. We have inquired to the flexibility of that date to better align with the first phase of the US 6 paving project.

IWP - feasibility study: representatives from Integrated Wellness Partners were in town all day on Tuesday and Wednesday (Feb. 20 and 21) for stakeholder meetings regarding the potential for a wellness center in Huron. Groups included Firelands Regional Medical Center, Firelands BGSU, the citizen group that's interested in recreation opportunities, Huron Parks and Recreation / HJRD Board members, and representatives of OPC.

General Fund Surplus: City Council adopted a General Fund surplus policy in 2017 that specified an appropriate cash on hand to hold in reserves (15% - 25% of the General Fund's budgeted operating expenditures). 2018 Budget included \$4.9 million in annual expenses, establishing a reserve range of \$735,000 - \$1.225 million. With the close of 2017, the General Fund had \$1.064 million in reserve. The Administration is recommending a transfer of \$300,000 from the General Fund to the Economic Development Fund. This would take the current General Fund surplus to \$765,000 (15.5% of operating expenditures). While early, current budget forecasts show an anticipated \$150,000.00 - \$200,000.00 budgetary surplus to be experienced in 2018 restoring the General Fund balance closer to \$1 million. This does not anticipate additional income associated with additional jobs and tax revenues anticipated as development concludes along the Rye Beach Road corridor.

Leaf Pickup: the administration is finalizing a plan for presentation to Council. The administration has directed the Street Department to place a deposit on a leaf pickup machine to ensure availability for the 2018 season. Additional details will be included in an upcoming report (schedule, financial considerations, space/storage impacts, operation plans).

Goodwill Industries: Goodwill has purchased roughly 3 acres of property along Lake Erie Parkway (south of the old Burger King facility) to build a 10,000 sq. ft. store and warehouse. The site plan application will be on the upcoming Planning Commission agenda.

HVAC at City Hall: staff has received and will be executing bids for the overhaul of the HVAC system within the municipal building (including the conference room issue). Some additional work will also be completed, including a new heating system for the Street Dept. garage, misc. repair/replacement of supplemental units, duct cleaning, and a new hot water tank at City Hall. The 2018 budget included \$50,000. Total project cost is just over \$45,000. These were items highlighted by the building analysis completed in 2017.

Sawmill Parkway Preliminary Site Investigation: OHM Advisors has submitted a proposal (included in your packet) for provision of preliminary site work along Sawmill Parkway. This work will help guide the engineering/design process expected later this year. Services would include investigative borings, survey and topographic maps, and preliminary cost estimates. This is technically an additional step over and above a typical engineering project. However, staff believes the additional work will help guide a better work and more accurate work product.

**Meetings:**

- Saturday Feb. 24th: Work Session with Council, Finance Committee, and Planning Commission
- Tuesday Feb 27th: Council Work Session and Regular Meeting
- Wednesday Feb 28th: Planning Commission