

**Infrastructure/Streets**

**US 6:**

- **Paving:** Paving is substantially completed.
- **Center Island at Berlin Road:** Center islands are substantially complete.
- **Catch Basins:** Catch basin installations are substantially complete.
- **Crosswalks:** Crosswalk installation is substantially complete.
- **Striping:** Crews were able to remobilize during the week of Thanksgiving to re-institute the turning lanes at River Avenue and Conagra. Additionally, crew reinstated the norther turning lane onto Tiffin Avenue.
- **Lighting:** Development of specifications are still underway. Those will be completed soon resulting in the City being able to finalize bid documents and bid the project. New lights are hopefully to be installed in early 2021. Additionally, crews will be installing neon cones on top of the light pole bases for safety measures so any passersby will be aware of where the light pole bases are located.
- **Signage/Traffic Lights:** On December 4<sup>th</sup>, City staff, OHM and contractors completed a thorough walkthrough of the Route 6 Phase 1 project to review currently installed new signage and traffic lights in comparison to the temporary and revised striping plan – as there are inconsistencies. Parties will be developing a punch list of items needing modified to ensure signage and traffic lights are in sync with the temporary striping plan.

**Leaf Pickup/Plowing:** I want to extend a bid thank you to all staff involved with plowing and salting during our first major winter storm – especially our Streets Department. They were well prepared and had our street and parking lots cleared and salted quickly. Additionally, the City intends to undertake a 4<sup>th</sup> round of leaf pickup. This is contingent on their being some additional thawing over the weekend, but weather permitting, the 4<sup>th</sup> round of leaf pickup will begin on Monday December 7<sup>th</sup>.

**Cleveland Road Sidewalks:** The sidewalks in front of Colonial Colony Apartments/Townhouses have been replaced in line with the City's recently amended sidewalk replacement/assessment program. Crews completed work during the week of Thanksgiving. Staff is also in contact with contractors regarding pooling that is occurring in once section of the replaced sidewalks. This is a result of the sidewalk in this section sitting below street level elevation. Contractors and staff are in process of coming up with a fix to limit or eliminate pooling in this section.

## Economic Development

**USGS/Harbor North:** At the end of October, the Harbor North Marina was sold. The City has held several discussions with the new owners and their contractors – as the new ownership group is looking to make significant investments into the property. Conversations centered around the plan review and building permit process. It is also anticipated that the USGS facility will also be located at Harbor North with construction hopefully commencing soon on this facility as well. The planned renovations for the project were approved by the Planning Commission on November 18, however other elements of the project, namely aesthetic ones related to fencing and landscaping still need reviewed and considered by the Design Review Board – which will occur at a later date.

**IAC:** Ownership of the IAC facility has now officially changed hands. The property, and related acreage, located at 1608 Sawmill Parkway sold on December 2<sup>nd</sup>. The City hopes to have further discussions with the new owners about the plans for the facility in upcoming weeks. It is our understanding that the new owners are still finalizing plans for the facility as it relates to any improvements that may be made to the existing facility or via expansion efforts. Additionally, it is unknown whether the new owners will be seeking any form of City assistance or incentive. Regardless, the repositioning of this property to a new ownership group bodes well for the facility and the City's efforts to secure funding through the Economic Development Administration for the eventual reconstruction of the entirety of Sawmill Parkway.

**MOCO Boutique:** Staff held introductory calls with the owners of MOCO Boutique – currently located in Commerce Park Plaza. The company is looking to construct a new facility within Huron and are currently exploring several sites as possibilities with preference for the Sawmill Parkway area. The company is growing significantly and has outgrown its current space. The owners are seeking tax abatement incentives to offset a portion of operational real estate tax liabilities that will result from the new investment. The company presented to the Tax Incentive Negotiating Committee (TINC) on November 20 and additionally on December 1. The TINC recommended a 15-year abatement in which years 1-5 would be a 75% abatement, years 6-10 would be a 50% abatement and years 11-15 would be a 25% abatement – on the value of the improvement to the site. This abatement request will be presented to and considered by the Huron School on December 15<sup>th</sup> and tentatively by Council on December 22<sup>nd</sup>.

## Housing/Real Estate Development

**Two Rivers:** The City had several conversations with a revamped development team who are exploring developing the remainder of the Two Rivers Planned Unit Development (PUD). The previous PUD has since expired. The development team will be working to partially redesign the development and related infrastructure and will hopefully be submitting a new PUD application to the City for review in the upcoming weeks/months.

## Zoning/Code

**Transient Rental:** Staff and members of Council (along with great input and recommendations from the public and transient rental operators) continue to explore modifications to the existing transient rental program. In addition to modifications to the existing program, staff and Council are also exploring the creation of transient rental overlay districts that will allow customizable differences between neighborhoods based on their unique characteristics. Future work sessions will be held soon to review the most updated draft modifications and to review preliminary overlay district legislation.

## Parks and Recreation

**Winter Day on Main:** After additional consultation with the Erie County Health Department, the Winter Day on Main event has since been cancelled. This includes the planned fireworks display which could have lent itself to congregation of crowds. With that said though, we think it important to still do “something”, safely that generates thoughts of normalcy and brings smiles to people’s faces, namely children who are having to experience holidays in non-traditional ways. After consultation with the Erie County Health Department, the City does anticipate providing an opportunity for children and families to see Santa Claus in a socially distanced manner. The Huron Police/Fire Departments will escort Santa Claus through town so he has the opportunity to wave and say hello to all the children and families in our community. Santa Claus will be traveling throughout town on December 5<sup>th</sup> approximately between the hours of 11:00 a.m. and 1:00 p.m. The will department Woodlands Intermediate School at approximately 11:00 a.m. and travel through town – ending at Shawnee Elementary School. A map of the travel route has been attached.

**Showboat Property:** Soon, staff will be removing the black chain link fence (north to south piece) that is located on the eastern edge of the parking lot. In its place, staff will be installing parking blocks similar to those that exist on the western portion of the parking lot.

**ODNR Public Fish Cleaning Station:** ODNR is seeking the opportunity to construct a public fish cleaning station somewhere in our region. They would love to be in Huron if possible. Staff continues to hold dialogue with ODNR about the possibility of one of these stations being located in Huron – and more specifically on the site of the boat launch/Conagra. In addition to location considerations, staff is also investigating financial responsibilities for capital expenditures and ongoing cleaning and maintenance responsibilities.

## Utilities

**Sale of Transmission Assets:** The City continues to put the finishing touches on the Purchase Agreement with AMP-T. Staff is planning to present final legislation to Council in December of 2020 for finalization.

## **Finance/Budget**

**2021 Budget Process:** The Finance Committee approved the City Manager's recommended budget at the November 23<sup>rd</sup> meeting. Council received the budget approved budget with my budget letter on December 1<sup>st</sup>. The Administration will publicly present the budget book at the December 8<sup>th</sup> meeting and request Council approval during the public meeting. I want to thank City staff and the Finance Committee for their dedication and input to during this process and look forward to working with everyone to implement the proposed budget for 2021.

**Erie County Administrative Fee:** In March 2020, the City entered into a service agreement with the County for the collection and distribution of all City bed tax. The agreement stated the County Auditor would retain 2% of total collections for administrative and overhead costs. The City recently received communication from the County Auditor that the 2021 administrative fee will be waived, meaning the City will receive 100% of the bed tax remitted to the County at no cost. The County will monitor this fee, annually, and notify the City in December of every year if a fee is warranted in the following year. The County Auditor's administrative fee was approximately \$800 on \$40,000 of bed tax collected during 2020. These amounts include hotel and transient rental bed tax.

## **Personnel:**

**Water:** Contingent on passage of the final 2021 budget, the Water Plant is anticipated to move towards 24/7 operation, which has long been a goal of the City. To do so, this will require the addition of one more employee. It is anticipated that the hiring process will occur in the first half of 2021 with the goal of having the new employee trained and on board around May of 2021.

**Police:** The City is working with the National Testing Network to administer the testing process for potential candidates to be considered for officers of the Huron Police Department. Staff hopes to begin this process in upcoming weeks in hopes of making hiring decisions in early 2021.