

Infrastructure/Streets

Sawmill Parkway: The city received an offer letter from JobsOhio to commit \$1 million towards infrastructure on Sawmill Parkway. We still have a pending application before ODOT Jobs and Commerce, which we anticipate being between \$250,000 and \$500,000. We have not received any feedback from EDA.

Economic Development

Ardagh: The Planning Commission approved the site plan for all 3 phases of future development of Ardagh. The Design Review Board approved phase 1, with a broader design package anticipated for phases 2 and 3. Phase 2 and 3, which is the major addition, is contingent upon a vacation of ROW request from the developer to the City. They have requested, and we have begun evaluating, a request to vacate roughly 350-450 ft. of Sawmill Parkway. This will ultimately require review and approval of Council.

USGS / Harbor North: The Design Review Board officially approved the design and landscape package for the new USGS facility. Anticipated completion date is still slated for early to mid-summer 2021.

Zoning/Code

Transient Rental: The transient rental working group has met multiple times over early part of 2021 considering revisions to the City existing transient rental ordinance. The most current version of the revised transient rental ordinance was presented and discussed at work session of the full Council in late February. Based on those conversations, Council will begin consideration of the proposed revisions at its March 9, 2021 meeting. The process will also include a public hearing to occur on March 23, 2021 at McCormick Middle School during the normal Council meeting.

Parks and Recreation

ODNR Public Fish Cleaning Station: Staff had additional conversation with ODNR about the proposed fish cleaning station. ODNR indicated they have approval for State Fiscal Year 2022 (July 1 2021 – June 30 2022) and are planning on moving forward based on the initial estimates provided from the city. They are sending a draft grant agreement, which we'll review internally, and present to Council to get concurrence on whether there is comfort with moving to the next step.

Utilities

Rye Beach Water Tower: On 2/21/21 a routine site visit was conducted at both elevated water towers. Upon entering the Rye Beach tower it was immediately discovered that large formations of ice were formed on and around the riser of the tank, beneath the bowl. Due to the size of the ice crews were unable to climb the tower until defrosted. After the ice had thawed the tower was scaled on 2/24/21 and a broken weld was discovered at the connection of the riser to the bowl. Quotes for the repair of the weld and the addition of an expansion joint were solicited. Pittsburg Tank and Tower will only make the repair if the entire riser pipe is replaced, their proposal was approximately \$50k. Suez Tank proposed replacing only the last section of riser along with the weld and expansion joint, their proposal was approximately \$18k. After comparing both proposals and reviewing conditions at the tower it was recommended that Suez complete the work at \$18k. Work will commence in approximately two (2) weeks as all parts are custom made. The duration of the repair is only a couple working days but will require the tower to be drained. During the repair the water filtration plant will have to operate twenty-four (24) hours as we will have only a single tower in operation.

Water Bill Moratorium Reminder: Just a reminder the current moratorium on water shutoffs will expire on March 31st unless action is taken by Council to extend the deadline. Following 2nd notices there are 157 delinquent accounts (down from 239 delinquent accounts two weeks ago), totaling \$28,546 in outstanding bills (4.7% of total billed).

Typically, we would tag the doors (for potential shutoff) of unpaid accounts following the 2nd notice. Traditionally, approximately 130 customers receive the tag at this point in the cycle and only 15-20 account are actually disconnected. We are noticing that 90% of the accounts currently outstanding are repeat customers that wait for the door tag to pay their bill. We are leaning toward tagging doors in late-March and modifying the notice if delinquent accounts remain at the current level. In the meantime, we will mail 3rd notices next week advising customers the outstanding balance will remain delinquent until paid and a payment plan can be arranged. Payments are still coming in and we believe some late payments are a result of delayed mail services.

We will provide another update prior to the March 23rd meeting when Council needs to act on extending the moratorium.

Huron Public Power: The administration finalized the long-term power supply purchase for Mucci Farms. The price came in very competitive: \$0.031 / kWh (which is a 14% decrease from 2018's market pricing). The supply agreement is from March 1st 2021 to December 31st 2023. We're also working with AMPT on the initial engineering and design for updating the existing meter infrastructure at the main delivery point as well as the construction of the secondary 69-kV transmission delivery point, which greatly improves our system reliability.

Finance/Budget

Monthly Financial Report: The Finance Staff is in the processes of creating the February monthly financial report for the Finance Committee and Council. You should see an email with a link to the report by March 15th. The monthly report will be created through OpenGov. Please let the Finance Director know if you would like to see any specific financial data on a recurring basis to include in the monthly report.

Personnel:

Water: In 2021, 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. The City has closed the advertising process has completed several interviews. As of March 5, 2021, an offer has been extended to prospective employee and the City is awaiting a response to said offer.

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. The testing process has begun, and applications are being accepted until mid-March. As of March 5, 2021, the City is in receipt of 32 applications which is a very high number of applicants. The City is planning to hire two (2) full-time police officers – 1 of which is backfilling a recent retirement and 1 of which is an additional new officer.

Zoning/Planning: Staff has made an offer to Erik Engle for the position of Planning and Zoning Manager, which has been accepted. Erik currently works for the City/County of Augusta, Georgia as a Senior Planner. Erik comes with an extensive background in planning and zoning as well as being a certified architect. He is expected to start in mid-April. We're very excited to bring him onboard.

Engineering / Svc. Dir.: The City is moving forward with the hiring process for a Service Director. This new position will be tasked with oversight of engineering, water filtration, water distribution, streets, fleet and the construction side of utility expansion projects. The job description has been completed and the City will be advertising on Saturday March 6 and Saturday March 13. Application will be accepted until near the end of the month.

Agreements

2021 will be busy with renegotiation of several multi-year agreements/contracts that expire this year. Agreements/contracts to be reviewed and renegotiated for 2021 include:

- OHM Advisors (Engineering) – **Completed.**
- Erie Soil and Water Conservation District (Engineering)
 - o Staff has negotiated an agreement with Erie Soil and Water for Stormwater services for the next 12 months. This agreement is being presented to Council for consideration at the March 9, 2021 meeting.
- Chief Building Official and Inspection Services (Building)
- Prosecutor (Court)
- HJRD Annual Agreement (Recreation)
 - o The City recently met with both Huron City School District and Huron Township regarding the annual agreement. Based on that, staff is anticipated to present Council an agreement for 2021 at the March 23, 2021 meeting. Moving forward, it is anticipated that these annual agreement will be negotiated and presented to Council for consideration shortly after completing the annual budgetary process and adoption.
- Huron Township Fire Protection Agreement (Fire)
- Seeley, Savidge, Ebert & Gourash Co., LLP (Law)
- FOP – Patrol Officers (Police)
- FOP – Sergeants (Police)
- IAFF (Fire)
- AFCSME

It should be noted we are likely to hold off on consideration and negotiation of both FOP agreements, IAFF and AFCSME until end of Q2 so as to have a better understanding of any COVID related impacts (or lack thereof) to the City's budget.