

- **Engineering Updates:**

- Rye Beach Storm Improvements: After multiple meetings with the Rye Beach Homeowners Association, OHM has finalized the conceptual plan for installing storm water infrastructure along Shore Drive to the lake. The original project design approved last year was just over \$150,000. The new project layout requires some additional survey work that was not part of the initial design scope from OHM, however, reduces the overall project cost by \$30,000. Staff is reviewing a change order from OHM to revise the original scope of the design contract approved by Council. The proposal will be submitted at an upcoming meeting in anticipation of designing, bidding, and awarding the project over the winter.
- US 6 Phase 2: After the work session earlier this year, OHM completed a conceptual design and distributed to staff. We will be meeting internally next week with all departments to review the proposal and provide feedback. Once the concept is finalized, we will schedule a subsequent work session for Council to review.
- Safe Routes to School (Cleveland Road Sidewalk Project): The initial traffic management plan called for closure of the eastbound lane of Cleveland Road. After the first half of the day, it was apparent this solution would not work. We modified the traffic plan to keep east/west traffic open by coning off reduced width lanes in both directions. It's a tight-fit and condenses the area for the construction crew, but only runs the length of that portion of the area being worked on that day. Most of the roadway is open to traditional width. Engineering has coordinated with the contractor for Monday morning trash removal and should not be an issue.
- Silvern property: The City officially took ownership of the property on Silvern and Cleveland Road. Engineering is evaluating the site and we are working on a short and long-term plan to clean-up the site. In the immediacy, we will be conducting a site survey to mark the bounds of the property to ensure all improvements are contained to public property. OHM is working some site concepts for improvements as well as identifying grant programs that could offset total cleanup costs significantly and create a useful green, public space on the west side of the city.
- Main St. Drainage: Upon completion of the Main re-connection project, the Bowling Alley has had occurrences of significant flooding. After field. Review, we determined its due to the layout of the sidewalk in relation to the elevation of the road. I am authorizing a local contractor to repair this section and add additional drainage infrastructure to help the issue. The work will likely take place in the next few weeks.
- Nickel Plate Beach: Staff met with KS Associates (engineering firm) to discuss initiating a study of Nickel Plate Beach. Staff is awaiting a proposal in anticipation of completing the project this fall/winter. The scope could include establishing guidelines for flying the red

flag, mapping the floor of the lake to determine most likely area of dangerous currents, and designing the proposed swim area.

- Showboat Site: Due to the high water this year, the northern portion of the Showboat site has experienced significant scouring. Staff has met with KS Associates (designing engineer) to discuss modifications. KS has presented two options and design proposals. We will submit those for discussion at an upcoming work session.
- **Economic Development Committee Meeting (Tuesday August 6th):**
 - 508 Main St. RFI: The City released an RFI for its property at 508 Main St. (corner of US 6 and SR 13). We did not receive any proposals. The Committee discussed next steps including city establishing a public entity and re-advertising the site. Since, staff had a fruitful discussion with Bob Howell (Planning Commission) on potential concepts for the site.
 - ConAgra:
 - Staff submitted a draft RFQ for the ConAgra site. The Committee is reviewing and proposing any modifications at its next meeting. In addition, the Committee made a motion to request Council to officially endorse having a kick-off meeting on the site on September 18th. The event would comprise of a 1-hour invite only with developers/brokers, and 2-hour open-house with interested community members interested in learning more about the site. The idea would be to time the release of the RFQ with the event.
 - Utility Design: OHM has provided a proposal to design the utilities at the ConAgra site. The proposal was at \$70,000 and is based on an estimated construction cost of between \$850,000 - \$900,000. The proposal will be discussed at an upcoming meeting of the Economic Development Committee.
 - USGS: Council will be hearing a presentation from Chairman Rob Moore of the Huron Joint Port Authority regarding the potential for development of a 1-acre site for a development to house the USGS. Spec sheet will be included at the meeting and a copy of the presentation was distributed previously, please let me know if you need another copy.
- **Purchasing Policy Updates:**
 - Competitive Bidding: In 2010, the City updated its Codified Ordinances (159.03) to mirror Ohio Revised Code (735.05) regarding the threshold to require competitive bidding on contract, supplies, materials, or labor. The City's Ordinance sets a threshold of \$25,000 which follows the ORC as amended. The ORC was again amended in 2012 to increase the threshold to \$50,000. The City did not modify its Ordinances at the time and as such, staff is recommending a modification to Codified Ordinance to establish the City's bidding requirements to reflect the modifications to ORC. In order to do so, an Ordinance will be placed on the agenda of the second meeting in August. I am recommending that it be

adopted via emergency due to the constraint its placing on continuing with City business. Specifically, two items that were planned for this agenda have been pulled until such time as this modification is made: (1) Resolution authorizing an agreement with All-Phase Power and Light to initiate the Lighthouse Lighting project, and (2) Ordinance authorizing an agreement with Granicus for automated workflow system designed to create and distribute Council and Committee packets/minutes.

- Purchasing – Council Oversight: In review of our existing policy, Mr. Swaisgood will be presenting a modified purchasing policy for Finance Committee and Council review. The City’s current purchasing policy grants the City Manager authority to administratively approve expenditures less than \$50,000 (assuming it’s within the approved budgetary limits). The updated policy would reduce the threshold to \$25,000, requiring any expenditure over that amount go to Council for final authorization.
- These two updates would result in the following; (1) requirement that all expenditures over \$50,000 go through the bidding procedures established by ORC (including any and all exemptions set by ORC), and (2) require Council approval, whether via Resolution or Ordinance, for all expenditures exceeding \$25,000.
- **Executive Administrative Assistant**: Staff conducted first round of interviews last week and has scheduled for a second round on Tuesday next week. We are hopeful to have an appointment by end of next week with the new person in the position by September.
- **Communications and Public Outreach**:
 - Newsletter: Staff has re-initiated the quarterly newsletter initiative, utilizing Cottage Designs (Jen Kilbury’s firm). We kicked the effort in earnest this week. The current publication target is having an issue out by first week of October and a second issue out by the first week of December.
 - Granicus: Staff will be presenting legislation at an upcoming meeting to authorize an agreement with Granicus, Inc. The system is designed to greatly speed up the workflow process for staff of creating and disseminating Council and committee packets and reduce the time between meetings and getting information online for public review.
- **2020 Budget**: Staff is working on the initial draft budget book. We anticipate having a complete first draft by the first week of October, in which we will be holding 5-6 sessions with the Finance Committee. Staff is having its internal department meetings over the next 2 weeks.
- **Attached Items**:
 - Dike Inquiry re: Safe Routes to School project
 - Allendorf Inquiry re: Nickel Plate Beach Sand