



Joe Dike	Joel Hagy	Monty Tapp	Mark Claus	Sam Artino	William Biddlecombe	Matt Grieves
Councilmember	Councilmember	Mayor	Vice-Mayor	Councilmember	Councilmember	Councilmember

CITY COUNCIL — REGULAR COUNCIL MEETING

Tuesday, January 25, 2022 @ 6:30 PM

City Council Chambers

417 Main Street

Huron, Ohio 44839

LIVESTREAM MEETING INFORMATION *This regular meeting of Council will be conducted in person in Council Chambers at Huron City Hall and live-streamed on the City of Huron's YouTube channel. The public is free to observe and hear the discussions and deliberations of all members of City Council via the following link: <https://www.youtube.com/channel/UCpRAV-AnmIA6lfukQzKakQg>*

I. Call To Order

Moment of Silence followed by the Pledge of Allegiance to the Flag

II. Roll Call of City Council

III. Approval of Minutes

III.a Minutes of the December 1, 2021 Organizational Meeting of Huron City Council

IV. Audience Comments

Citizens may address their concerns to City Council. Please state your name and address for the recorded journal. (3-minute time limit)

V. Old Business

V.a Ordinance No. 2022-5

An ordinance amending Appendix A to Chapter 1127 to address dwelling units in commercial buildings, to permit transient rentals, to conditionally permit outdoor displays or sales, and to permit places of worship/churches in mixed-use zoning districts (SECOND READING).

V.b Ordinance No. 2022-6

An ordinance rezoning the ConAgra Site (PPN: 42-61270.001) from zoning district I-2 (General Industrial) to zoning district MU-GD (Multi-Use Granary District) (SECOND READING).

VI. New Business

VI.a Ordinance No. 2022-7

An ordinance amending Section 1307.01 "International Property Maintenance Code Adopted" of the Codified Ordinances of the City of Huron, Ohio, to adopt the 2021 Edition of the International Property Maintenance Code in its entirety.

VI.b Ordinance No. 2022-8

Supplemental appropriations, increase in estimated resources and cash transfers ordinance.

VI.c Ordinance No. 2022-10

An ordinance establishing Fund 420 Rye Beach Tax Increment Financing Fund.

VI.d Resolution No. 18-2021

A resolution authorizing the City Manager to purchase approximately 800 water meter radio transmitters from Neptune Technology Group.

VI.e Resolution No. 19-2022

A resolution authorizing an agreement with Mark Haynes Construction, Inc. for revetment services at the east end of Huron Lake Front Park.

VI.f Resolution No. 20-2022

A resolution authorizing a grant application to the Erie County Regional Planning Commission Metropolitan Planning Organization (ERPC MPO) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Transportation Alternative (TA) project grant relating to the Cleveland Road E - Sidewalk Extension to Huron Green Project.

VI.g Resolution No. 21-2022

A resolution approving the appointment of Stuart Hamilton as the City of Huron's Service Director.

VII. City Manager's Discussion

VIII. Mayor's Discussion

IX. For the Good of the Order

X. Executive Session(s)

XI. Adjournment



TO: Mayor Artino and City Council
FROM: Terri Welkener, Clerk of Council
RE: Ordinance No. 2022-5
DATE: January 25, 2022

Subject Matter/Background

The Planning Commission held a public hearing for the case of the rezoning of the ConAgra parcel from the current I-2 (General Industrial) to MU-GD (Mixed Use-Granary District) on December 15, 2021, where it made the recommendation to City Council for approval.

In addition, and by separate action, the Planning Commission made recommendations for several amendments to the Mixed Used Chapter (Section 1127), specifically Appendix A Permitted Uses (Section 1127.10). The proposed amendments attached as Exhibit B for Council's consideration include the following edits:

1. Residential and Lodging

Items C and D; clarifying the language by adding "**commercial building**"

b. Items C and D; clarifying the language by adding "**commercial building**"

2. Adding an item H - **Transient Rental use**. It was agreed that transient rental would be permitted by right for the mixed-use districts since transient rentals are allowed by right in all other residential districts citywide. It was determined that any potential transient rental use restrictions on the ConAgra site could be implemented through a development agreement through the negotiation process.

3. Retail, Entertainment

Item I. Outdoor displays or sales – changing permitted use by right (P) in MU-GD to a **Conditional use (C)** to be consistent with the other mixed-use districts

As recommended by Erik Engle, Planning and Zoning Manager, an additional change included in the amendment to Appendix A is to include places of worship/churches as a Permitted Use, as by Federal law, this use cannot be more restricted than other places of assembly.

Financial Review

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement, a motion adopting Ordinance No. 2022-5 is in order.

[Ordinance No. 2022-5.docx](#)

[Ordinance No. 2022-5 Exhibit A.pdf](#)

[Ordinance No. 2022-5 Exhibit B.pdf](#)

ORDINANCE NO. 2022-5

Introduced by Mark Claus

AN ORDINANCE AMENDING APPENDIX A “PERMITTED USES” TO CHAPTER 1127 “MIXED-USE DISTRICTS” OF THE CODIFIED ORDINANCES OF THE CITY OF HURON TO ADDRESS DWELLING UNITS IN COMMERCIAL BUILDINGS, TO PERMIT TRANSIENT RENTALS, TO CONDITIONALLY PERMIT OUTDOOR DISPLAYS OR SALES, AND TO PERMIT PLACES OF WORSHIP/CHURCHES IN MIXED-USE ZONING DISTRICTS.

WHEREAS, after recommendation by the Planning Commission made by separate action at its meeting held on December 15, 2021 following a public hearing held on the City’s application to rezone the ConAgra Site property (PPN: 42-61270.001), this Council desires to amend Appendix A of Section 1127 of the Codified Ordinances of the City of Huron to allow additional permitted uses for mixed-use properties in MU-RFD, MU-CD and MU-GD zoning districts.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That Appendix A to Chapter 1127 of the Codified Ordinances of the City of Huron, Ohio, which currently reads as follows: (refer to Exhibit “A” attached), shall be and hereby is repealed.

SECTION 2. That Appendix A to Chapter 1127 of the Codified Ordinances of the City of Huron, Ohio is hereby amended to read as follows: (refer to Exhibit “B” attached).

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4. That this Ordinance shall take effect and be in force from and after the time period contained in Section 3.06 of the Charter of the City of Huron.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____

Appendix A - Permitted Uses

Use	MU-RFD	MU-CD	MU-GD
Residential and Lodging			
A. Single-family dwellings	NP	NP	NP
B. Townhouses, stacked or otherwise	P	P	P
C. Dwelling units on the first floor of a building	NP	NP	NP
D. Dwelling units above the first floor of a building	P	P	P
E. Hotel, 16 or fewer guest rooms	P	NP	P
F. Hotel, greater than 16 guest rooms	P	P	P
G. Bed and Breakfast	P	NP	NP
Office and Professional Services			
A. Administrative, business and/or professional office	P	P	P
B. Bank and other financial institutions (not payday loan centers)	P	P	P
C. Medical or Dental Office	NP	P	P
D. Medical, Dental or Health Services Clinic (Definition examples)	NP	P	P
E. Veterinary service clinics	NP	NP	NP
Retail, Entertainment and Services			
A. Retail establishments	P	P	P
B. Restaurant, indoor seating	p	P	P
C. Restaurant, outdoor seating	P	P	P
D. Drive-thru facility	NP	NP	NP
E. Bars and Taverns	P	P	P
F. Artisan studios, photography shops, and art galleries	P	P	P
G. Grocery Stores	NP	NP	NP
H. Anchor or box retail	NP	NP	P
I. Outdoor displays or sales	C	C	P
J. Service establishment, personal	P	P	P
K. Bakery	P	P	P
L. Farmers Market or open air market	P	C	C
M. Breweries, distilleries, wineries and associated tasting rooms	P	P	P
N. Strip center development	NP	NP	NP

Entertainment - Recreation			
A. School, specialty or personal instructor	P	P	P
B. Theater, indoor	P	P	P
C. Assembly hall, membership club, conference center	P	P	P
D. Public park or playground area	P	P	P
E. Accessory outdoor recreational facilities	P	NP	P
F. Bowling alleys	P	NP	P
Community and Civic Facilities/Other			
A. Places of worship/Church	P	P	NP
B. Library	P	P	NP
C. Cultural institution	P	P	NP
D. Governmental offices	P	P	NP
E. Parking surface area	P	P	P
F. Parking structure	P	P	P

(Ord. 2015-7. Passed 8-25-15.)

Appendix A - Permitted Uses

Use	MU-RFD	MU-CD	MU-GD
Residential and Lodging			
A. Single-family dwellings	NP	NP	NP
B. Townhouses, stacked or otherwise	P	P	P
C. Dwelling units on the first floor of a commercial building	NP	NP	NP
D. Dwelling units above the first floor of a commercial building	P	P	P
E. Hotel, 16 or fewer guest rooms	P	NP	P
F. Hotel, greater than 16 guest rooms	P	P	P
G. Bed and Breakfast	P	NP	NP
H. Transient Rental	P	P	P
Office and Professional Services			
A. Administrative, business and/or professional office	P	P	P
B. Bank and other financial institutions (not payday loan centers)	P	P	P
C. Medical or Dental Office	NP	P	P
D. Medical, Dental or Health Services Clinic (Definition examples)	NP	P	P
E. Veterinary service clinics	NP	NP	NP
Retail, Entertainment and Services			
A. Retail establishments	P	P	P
B. Restaurant, indoor seating	P	P	P
C. Restaurant, outdoor seating	P	P	P
D. Drive-thru facility	NP	NP	NP
E. Bars and Taverns	P	P	P
F. Artisan studios, photography shops, and art galleries	P	P	P
G. Grocery Stores	NP	NP	NP
H. Anchor or box retail	NP	NP	P
I. Outdoor displays or sales	C	C	C
J. Service establishment, personal	P	P	P
K. Bakery	P	P	P
L. Farmers Market or open air market	P	C	C
M. Breweries, distilleries, wineries and associated tasting rooms	P	P	P
N. Strip center development	NP	NP	NP

Entertainment - Recreation			
A. School, specialty or personal instructor	P	P	P
B. Theater, indoor	P	P	P
C. Assembly hall, membership club, conference center	P	P	P
D. Public park or playground area	P	P	P
E. Accessory outdoor recreational facilities	P	NP	P
F. Bowling alleys	P	NP	P
Community and Civic Facilities/Other			
A. Places of worship/Church	P	P	P
B. Library	P	P	NP
C. Cultural institution	P	P	NP
D. Governmental offices	P	P	NP
E. Parking surface area	P	P	P
F. Parking structure	P	P	P

(Ord. 2015-7. Passed 8-25-15.)



TO: Mayor Artino and City Council
FROM: Terri Welkener , Clerk of Council
RE: Ordinance No. 2022-6
DATE: January 25, 2022

Subject Matter/Background

The Planning Commission held a public hearing for the case of the rezoning of the ConAgra parcel from the current I-2 (General Industrial) to MU-GD (Mixed Use-Granary District) on December 15, 2021. Pursuant to 1139.03 (b), notices were mailed to parcels within 150' of the property at least 20 days in advance of the public hearing and the legal notice was published at least 10 days in advance.

Project Description:

Rezoning of Parcel No.: 42-61270.001, Current Zoning District: I-2(General Industrial) to MU-GD (Mixed Use-Granary District) Zone.

Existing Land Use: None/Vacant

Surrounding Land Uses: North/East – Industrial (defunct lime plant/vacant)

South – Boat ramp/public space/park facilities

West – Commercial uses (Marinas, Boat Basin, Yacht Club)

Planning Commission Recommendation

The Planning Commission by unanimous vote, made recommendation to City Council to approve the rezoning of the ConAgra Parcel from the current Zoning District: I-2(General Industrial) to MU-GD (Mixed Use- Granary District) Zone.

In addition, and by separate action, the Planning Commission made recommendations for several amendments to the Mixed Used Chapter and to the MU-GD section specifically. The proposed amendments will be prepared and presented for legislative consideration in the customary format.

Financial Review

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement, a motion adopting Ordinance No. 2022-6 is in order.

[Ordinance No. 2022-6.docx](#)

[Ordinance No. 2022-6 Exhibit A.pdf](#)

ORDINANCE NO. 2022-6

Introduced by Mark Claus

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HURON TO REFLECT THE REZONING OF APPROXIMATELY 11.4 ACRES OF LAND OWNED BY THE CITY OF HURON, OHIO, LOCATED ON THE NORTH SIDE OF CLEVELAND ROAD, ERIE COUNTY, OHIO PERMANENT PARCEL NUMBER 42-61270.001, FROM THE CURRENT I-2 (GENERAL INDUSTRIAL) TO MU-GD (MULTI-USE GRANARY DISTRICT)

WHEREAS, pursuant to Section 1121.05 (a) of the Codified Ordinances, the City is divided into nine categories of zoning districts, and;

WHEREAS, Section 1121.05 (b) of the Codified Ordinances prescribes that all zoning districts be duly approved and recorded on an adopted Zoning Map on file in the Office of the City Clerk, and;

WHEREAS, the City submitted an application to rezone approximately 11.4 acres of land located on the north side of Cleveland Road, Erie County, Ohio Permanent Parcel Number 42-61270.001 (hereinafter the "Property"), from I-2 (General Industrial) to MU-GD (Multi-Use Granary District); and

WHEREAS, pursuant to Section 1139.03 of the Codified Ordinances, the rezoning application has proceeded through a process of public hearing review and recommendation by the Planning Commission on December 15, 2021; and

WHEREAS, the Huron City Council was advised of the Planning Commission recommendation to support the rezoning request as presented; and

WHEREAS, Huron City Council, as required by Section 1139.03 of the Codified Ordinances, held a Public Hearing on the proposed rezoning request on January 11, 2022, and finds and concludes that the rezoning application should be approved because it promotes the public necessity, convenience and general welfare, and further constitutes good zoning practice.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the official Zoning Map for the City of Huron previously adopted on December 27, 2016 by Ordinance 2016-33 shall be and hereby is amended to change the zoning classification of the Property known as ConAgra Site on the north side of Cleveland Road, Erie County, Ohio Permanent Parcel Number 42-61270.001 (Property is depicted on Exhibit A), from I-2 (General Industrial) to MU-GD (Multi-Use Granary District) and shall supersede all previously published zoning maps for the City.

SECTION 2. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council,

and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____

Erie County GIS



Notes

CONAGRA PARCEL 42-61270.001



TO: Mayor Artino and City Council
FROM: Matthew Lasko
RE: Ordinance No. 2022-7
DATE: January 25, 2022

Subject Matter/Background

Ordinance No. 2022-7 is an ordinance amending Section 1307.01 of the Codified Ordinances of the City of Huron to update the International Property Maintenance Code to its most current, 2021 edition. The International Property Maintenance Code is updated every 3 years, and City Council previously adopted the 2018 edition in Ordinance No. 2019-12 on June 25, 2019. Adoption of this ordinance will ensure the City will be establishing the most recent rules and regulations for the maintenance of property in the City.

Financial Review

Purchase price of the 2021 electronic edition of the International Property Maintenance Code is \$31.50 per year for a single license, which will be paid out of the General Fund.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement, a motion adopting Ordinance No. 2022-7 is in order.

[Ordinance No. 2022-7.docx](#)

ORDINANCE NO. 2022-7

Introduced by Joe Dike

AN ORDINANCE AMENDING SECTION 1307.01 “INTERNATIONAL PROPERTY MAINTENANCE CODE ADOPTED” OF THE CODIFIED ORDINANCES OF THE CITY OF HURON, OHIO, TO ADOPT THE 2021 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE IN ITS ENTIRETY, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Huron previously adopted Ordinance 2019-12 on June 25, 2019 adopting the International Property Maintenance Code, 2018 edition, in its entirety, for the purpose of establishing rules and regulations for the maintenance of property within the City of Huron; and

WHEREAS, the International Property Maintenance Code is updated every three (3) years, and the newest edition (2021 edition) has been released; and

WHEREAS, Council desires to establish the most current rules and regulations for the maintenance of property within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That Section 1307.01 of the Codified Ordinances of the City of Huron, Ohio, which currently reads as follows, shall be and is hereby is repealed:

1307.01 INTERNATIONAL PROPERT MAINTENANCE CODE ADOPTED.

There is adopted for the purpose of establishing rules and regulations for the maintenance of property within the City of Huron that certain property maintenance code known as the International Property Maintenance Code, 2018 edition, in its entirety. A complete copy of the International Property Maintenance Code adopted herein is on file with the Clerk of Council for inspection by the public and is also on file in the Sandusky Bay Law Library. The Clerk of Council also has copies available for distribution to the public, at cost.

SECTION 2. That Section 1307.01 of the Codified Ordinances of the City of Huron, Ohio is hereby amended to read as follows:

1307.01 INTERNATIONAL PROPERT MAINTENANCE CODE ADOPTED.

There is adopted for the purpose of establishing rules and regulations for the maintenance of property within the City of Huron that certain property maintenance code known as the International Property Maintenance Code, 2021 edition, in its entirety. A complete copy of the International Property Maintenance Code adopted herein is on file with the Clerk of Council for inspection by the public and is also on file in the Sandusky Bay Law Library. The Clerk of Council also has copies available for distribution to the public, at cost.

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare and for the further reason that, in order to effectively establish rules and regulations for the maintenance of property within the municipality, it is imperative this Ordinance be effective immediately; WHEREFORE, this Ordinance shall be in full force and effect from and immediately after its adoption in accordance with the provisions of this Ordinance.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____



TO: Mayor Artino and City Council
FROM: Cory Swaisgood , Finance Director
RE: Ordinance No. 2022-8
DATE: January 25, 2022

Subject Matter/Background

Ordinance No. 2022-8 requests the Council's authorization for changes to the annual budget appropriations. Please refer to Exhibit "A" of the ordinance for the detailed breakdown.

Financial Review

See Exhibit "A" for financial review and details of supplemental appropriations, increase in estimated resources and cash transfers.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

The Council should consider a motion adopting Ordinance 2022-8 as presented in order to maintain budgetary compliance.

[Ordinance No. 2022-8.doc](#)

[Ord. 2022-8 Exhibit A.pdf](#)

ORDINANCE NO. 2022-8

Introduced by Joel Hagy

AN ORDINANCE AMENDING ORDINANCE NO. 2021-41, ADOPTED DECEMBER 14, 2021, TO PROVIDE FOR SUPPLEMENTAL APPROPRIATIONS FROM THE GENERAL FUND AND OTHER FUNDING SOURCES, AN INCREASE IN ESTIMATED RESOURCES, AND FURTHER APPROVING CASH TRANSFERS BETWEEN FUNDS, AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to Ordinance No. 2021-41, adopted December 14, 2021, Huron City Council adopted the annual budget for the fiscal year ending December 31, 2022 for the operations of all City departments and offices; and

WHEREAS, Council has established various funds for the financial operation of the City, and through the current fiscal year certain funds have been determined to have insufficient funds and certain Funds have been determined to have excess funds; and

WHEREAS, it is necessary to amend the budget to reflect supplemental appropriations, appropriation transfers, an increase in estimated resources, and to also approve a cash transfer between funds to accommodate the operational needs of certain City departments and offices and to assure all funds of the City are in proper balance.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That Exhibit "A" of Ordinance No. 2021-41, adopted on the 14th day of December, 2021, is hereby amended to provide for supplemental appropriations, appropriation transfers, an increase in estimated resources, and to make cash transfers between funds as to each fund set forth in Exhibit "A" attached hereto and made a part hereof.

SECTION 2. That the Director of Finance and the City Manager are hereby authorized to expend the funds herein appropriated for the purpose of paying the operating expenses of the City for the fiscal year ending December 31, 2022 and to make the necessary entries on the accounting records of the City to reflect the appropriations and expenditures herein authorized to properly balance the various funds of the City.

SECTION 3. That, to properly balance the various funds of the City, the Finance Director shall be, and he hereby is, authorized and directed to make the cash transfer between and among those certain funds of the City, in the amounts as set forth in Exhibit "A" attached hereto and made a part hereof.

SECTION 4. That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including O.R.C. §121.22.

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare of the residents and for the further reason that this Ordinance shall become immediately effective to fund the operations of the City of Huron; additionally, in accordance with Section 3.06 of the Charter of the City of Huron, appropriation ordinances shall take effect immediately;

WHEREFORE, this Ordinance shall take effect immediately upon its adoption.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____.

CITY OF HURON
BUDGET APPROPRIATION ADJUSTMENTS, ESTIMATED RESOURCES, AND CASH TRANSFERS
SUMMARY SHEET

Exhibit A

DATE: 1/25/2022
ORDINANCE: 2022-8

Appropriation Measure

Reason for Appropriation Measure

The appropriation measure and increase in estimated resources are related to a year-end cash transfer from the General Fund to the Capital Improvement Fund. Due to the City's General Fund reserve exceeding 25% of General Fund expenditures in 2022, the additional funds from the General Fund will be used for critical road paving based on OHM's PCR map. The City's General Fund reserve policy requires the administration to present a plan if the General Fund falls below 15% or exceeds 25%. Staff discussed this year-end transfer with the Finance Committee at the December meeting. Although the

In accordance with the Ohio Revised Code, Council must approve supplemental appropriations, budget transfers above the City's legal level of control, and amendments to estimated resources. The net overall budgetary impact is **(\$300,000)** to increase the 2022 paving program budget from \$200,000 to \$500,000.

APPROPRIATION MEASURE

Fund Name	Fund Number	Department/Activity	Object Level	Increase/(Decrease) Amount	Total Appropriations After Adjustment
CAPITAL IMPROVEMENT FUND	401	General Capital	OTHER EXPENSES	\$ 300,000.00	\$ 500,000
GENERAL FUND	110	Transfers Out	TRANSFERS OUT	\$ 300,000.00	\$ 500,000

NET IMPACT ON TOTAL APPROPRIATIONS \$ 600,000.00

ESTIMATED RESOURCES AMENDMENT

Fund	Fund - Account #	Account Description	Increase/(Decrease) Amount	Total Est. Resources After Adjustment
CAPITAL IMPROVEMENT FUND	401-0012-49110	TRANSFERS IN	\$ 300,000.00	\$ 500,000

NET IMPACT ON TOTAL EST. RESOURCES \$ 300,000.00

Net Overall Impact to Budget \$ **(300,000.00)**

Cash Transfer between Funds

Reason for Cash Transfer:

These are budgeted cash transfers related to various funds, as initially approved with the 2022 budget. These transfers relate to funding for various 2022 budgeted expenditures, such as capital, debt, pension, information technology costs, and employee benefit reserves. The below also includes the additional General Fund cash transfer to the Capital Improvement Fund for additional street repaving.

CASH TRANSFER FROM:

Fund Name	Fund Number	Department/Activity	Description	Amount	Cash Balance After Transfer
GENERAL FUND	110	TRANSFER OUT	TRANSFER TO POLICE PENSION FUND	\$ (31,250.00)	\$ 1,260,613.58
GENERAL FUND	110	TRANSFER OUT	TRANSFER TO FIRE LEVY	\$ (50,000.00)	
GENERAL FUND	110	TRANSFER OUT	TRANSFER TO CAPITAL IMPROVEMENT	\$ (300,000.00)	
GENERAL FUND	110	TRANSFER OUT	TRANSFER TO CAPITAL IMPROVEMENT	\$ (50,000.00)	
GENERAL FUND	110	TRANSFER OUT	TRANSFER TO CAPITAL EQUIP	\$ (12,500.00)	
GENERAL FUND	110	TRANSFER OUT	TRANSFER TO G.O.BOND-TAX	\$ (212,500.00)	
GENERAL FUND	110	TRANSFER OUT	TRANSFER TO EMPLOYEE BENEFIT	\$ (6,250.00)	
GENERAL FUND	110	TRANSFER OUT	TRANSFER TO COMPUTER FUND	\$ (3,750.00)	\$ 370,817.17
PARKS AND REC FUND	207	TRANSFER OUT	TRANSFER TO CAPITAL EQUIP	\$ (5,000.00)	
PARKS AND REC FUND	207	TRANSFER OUT	TRANSFER TO EMPLOYEE BENEFIT	\$ (1,250.00)	
PARKS AND REC FUND	207	TRANSFER OUT	TRANSFER TO CAPITAL IMPROVEMENT	\$ (4,312.50)	\$ 243,824.00
STREET MAINTENANCE FUND	212	TRANSFER OUT	TRANSFER TO EMPLOYEE BENEFIT	\$ (1,250.00)	
STREET MAINTENANCE FUND	212	TRANSFER OUT	TRANSFER TO CAPITAL EQUIP	\$ (25,000.00)	\$ 723,143.00
FIRE LEVY	214	TRANSFER OUT	TRANSFER TO FIRE PENSION	\$ (60,000.00)	
FIRE LEVY	214	TRANSFER OUT	TRANSFER TO CAPITAL EQUIP	\$ (25,000.00)	
FIRE LEVY	214	TRANSFER OUT	TRANSFER TO EMPLOYEE BENEFIT	\$ (6,250.00)	\$ 2,598,274.00
WATER FUND	604	TRANSFER OUT	TRANSFER TO EMPLOYEE BENEFIT	\$ (2,500.00)	
WATER FUND	604	TRANSFER OUT	TRANSFER TO WATER BOND RETIREMENT	\$ (43,750.00)	
WATER FUND	604	TRANSFER OUT	TRANSFER TO WATER CAPITAL PROJECTS	\$ (50,000.00)	

TOTAL TRANSFERS OUT: \$ (890,562.50)

CASH TRANSFER TO:

Fund Name	Fund Number	Department/Activity	Account Description	Amount	Cash Balance After Transfer
FIRE LEVY	214	TRANSFER IN	TRANSFER FROM GENERAL FUND	\$ 50,000.00	\$ 723,143.00
FIRE PENSION	274	TRANSFER IN	TRANSFERS FROM FIRE LEVY	\$ 60,000.00	\$ 90,362.00
POLICE PENSION	275	TRANSFER IN	TRANSFERS FROM GENERAL FUND	\$ 31,250.00	\$ 86,859.00
EMPLOYEE BENEFIT	298	TRANSFER IN	TRANSFERS FROM GENERAL FUND	\$ 6,250.00	\$ 140,698.00
EMPLOYEE BENEFIT	298	TRANSFER IN	TRANSFER FROM PARKS REC FUND	\$ 1,250.00	
EMPLOYEE BENEFIT	298	TRANSFER IN	TRANSFER FROM STREET FUND	\$ 1,250.00	
EMPLOYEE BENEFIT	298	TRANSFER IN	TRANSFERS FROM FIRE LEVY	\$ 6,250.00	
G.O. DEBT	301	TRANSFER IN	TRANSFER FROM GENERAL FUND	\$ 212,500.00	\$ 306,728.00
CAPITAL IMPROVEMENT	401	TRANSFER IN	TRANSFER FROM GENERAL FUND	\$ 350,000.00	\$ 1,569,935.5
CAPITAL IMPROVEMENT	401	TRANSFER IN	TRANSFER FROM PARKS REC FUND	\$ 4,312.50	
CAPITAL EQUIPMENT	403	TRANSFER IN	TRANSFER FROM PARKS REC FUND	\$ 5,000.00	\$ 792,067.0
CAPITAL EQUIPMENT	403	TRANSFER IN	TRANSFER FROM GENERAL FUND	\$ 12,500.00	
CAPITAL EQUIPMENT	403	TRANSFER IN	TRANSFER FROM STREET FUND	\$ 25,000.00	
CAPITAL EQUIPMENT	403	TRANSFER IN	TRANSFER FROM FIRE LEVY	\$ 25,000.00	\$ 63,206.0
COMPUTER FUND	701	TRANSFER IN	TRANSFER FROM GENERAL FUND	\$ 3,750.00	
EMPLOYEE BENEFIT WTR	299	TRANSFER IN	TRANSFERS FROM WATER FUND	\$ 2,500.00	\$ 95,259.0
WATER DEBT	602	TRANSFER IN	TRANSFERS FROM WATER FUND	\$ 43,750.00	\$ 171,071.00
WATER CAPITAL	603	TRANSFER IN	TRANSFERS FROM WATER FUND	\$ 50,000.00	\$ 698,009.00

TOTAL TRANSFERS IN: \$ 890,562.50



TO: Mayor Artino and City Council
FROM: Cory Swaisgood , Finance Director
RE: Ordinance No. 2022-10
DATE: January 25, 2022

Subject Matter/Background

In May 2021, Council passed Ordinance 2021-19, which cleaned up the parcel list from the initial TIF Ordinance in 2012 and created a revenue source for critical capital infrastructure in the Rye Beach Rd area. The TIF Ordinance in 2012 established a Tax Increment Financing District, commonly referred to as the “Rye Beach TIF Area” that declared property improvements within the district exempt from real property taxation. The Rye Beach TIF was established as a "non-schools" TIF, meaning the portion of property taxes the schools would otherwise been entitled to is unaffected. The remaining tax liability that would otherwise be split by all other entities is what is paid to the City in the form of payments in lieu of taxes (PILOT).

Following approval of Ordinance 2021-19, the City filed the requisite forms with the Ohio Department of Taxation and received approval to begin receiving service payments in 2022. This ordinance formally establishes the Rye Beach TIF Fund in accordance with the Ohio Revised Code and authorizes the Finance Director to deposit all service payments received from the Rye Beach TIF Ordinance into such fund.

Financial Review

This legislation formally establishes a TIF Fund to account for the TIF proceeds and future disbursements of these proceeds for allowable uses. The City expects to collect TIF proceeds from these parcels beginning in 2022. Most of the major improvements from prior years are currently in 15-year tax abatements. Therefore, the City won't see much revenue until those abatements expire which will be begin in 2029. The County estimates the City will receive approximately \$29,000 a year from the Rye Beach TIF until 2029.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement, a motion adopting Ordinance No. 2022-10 is in order.

[Ordinance No. 2022-10.doc](#)

ORDINANCE NO. 2022-10

Introduced by Matt Grieves

AN ORDINANCE ESTABLISHING FUND 420 – RYE BEACH MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF SERVICE PAYMENTS; AND DECLARING AN EMERGENCY.

WHEREAS, under RC Section 5709.40, this Council may adopt one or more ordinances, whereby “improvements” (as such term is defined in RC Section 5709.40(A)(4)) to certain parcels of real property (the “Parcels”) are declared to be a public purpose, the improvements to the parcels so declared to be a public purpose may be exempted from real property taxation for a period of up to 30 years and the owners of the Parcels may be required to make service payments in lieu of taxes with respect to the Parcels pursuant to RC Section 5709.42 (the “Service Payments”); and

WHEREAS, on May 25, 2021, this Council adopted Ordinance No. 2021-19 amending Ordinance No. 2012-4, implementing RC Sections 5709.40 through 5709.43 to amend and clarify the City of Huron’s declaration of improvements to specifically identified parcels of real property is for a public purpose (hereinafter the “Rye Beach TIF Ordinance”);

WHEREAS, pursuant to RC Section 5709.40, this Council may establish a municipal public improvement tax increment equivalent fund into which Service Payments shall be deposited and authorize the use of such Service Payments.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. This Council hereby establishes pursuant to and in accordance with the provisions of RC Section 5709.43, the Rye Beach Municipal Public Improvement Tax Increment Equivalent Fund (the “Fund”), into which shall be deposited all of the Service Payments and Property Tax Rollback Payments distributed to the City with respect to the Improvements to the Parcels, by or on behalf of the County Treasurer as provided in RC Section 5709.42, and hereby provides that all of the moneys deposited in the Fund shall be used for any permanent improvements within the definition of “costs of public infrastructure improvements” as defined in RC Section 13315(B), including, but not limited, those public improvements set forth in Exhibit B to Ordinance 2012-4, a copy of which is attached hereto as Exhibit “A,” and incorporated hereby by reference.

The Fund shall remain in existence so long as Service Payments are collected and used for the aforesaid purposes, after which time the fund shall be dissolved in accordance with RC Section 5709.43.

Unless otherwise directed by this Council, the Finance Director shall deposit all Service Payments generated by the exemption authorized by the Rye Beach TIF Ordinance and received by the City in such account.

Interest, if any, derived from investments from this Fund and accounts therein shall be credited to the Fund and accounts therein.

SECTION 2. This Council further hereby authorizes the City Manager, the Law Director and the Finance Director and other appropriate officers of the City, to sign such documents and take such actions as are necessary to carry out the purposes of this ordinance.

SECTION 3. That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including O.R.C. §121.22.

SECTION 4. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City, and for the further reason that the City has begun receiving Service Payments relating to the Rye Beach TIF Ordinance, which payments must be deposited into the newly created Fund; wherefore, this Ordinance shall be in full force and effect immediately upon its passage.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____.



TO: Mayor Artino and City Council
FROM: Matthew Lasko
RE: Resolution No. 18-2021
DATE: January 25, 2022

Subject Matter/Background

As submitted by Jason Gibboney, Water Superintendent:

I am requesting council approval for the purchase of approximately 800 Neptune water meter radio transmitters at an amount not to exceed \$100,000.00. This is considered phase 1 of 5 of the automated meter reading replacement program and encompasses approximately 20% of our meter system. As a background the City of Huron first invested in an automated meter reading system (AMR) in 2006 utilizing Datamatic brand transmitters. Upon installation the Datamatic system experienced large failures due to misreads and dead batteries. Coincidentally as these failures occurred Datamatic entered bankruptcy and thus we were forced to seek a second provider for (AMR). A company named Zenner acquired the rights to manufacture and operate radios at the same frequency previously utilized by Datamatic. Thus, Zenner could provide software hosting and radio transmitters that would be backwards compatible with our existing radio infrastructure. In 2010 we began to install Zenner radio transmitters to replace the failed Datamatic units. The Zenner system also has been plagued with battery failures that have compounded substantially in recent years. The premise of utilizing Zenner in 2010 was save funds and infrastructure as radios and gateways would be backwards compatible, this notion was accurate however the longevity of Zenner's product has not been ideal. Zenner utilizes a prorated warranty system whereby the replacement cost to the city increases as the age of the units increase. We are now in a position where over 600 radio units experience battery fail per year, and acknowledge that that figure will only increase with age. There have been no product improvements made by Zenner thus we can reasonably assume that new radios will still have the same issues with battery life. As such we reached out to surrounding communities to see what brand of system they operate and the successes or failures of those systems. The overwhelming positive response was from cities or municipalities using the Neptune brand system. Several cities in our region have Neptune systems at or approaching 20 years of age with only minimal failures of units after two decades. Our neighbor Erie County recently installed Neptune radios in their entire system as well. Neptune is a well established company that began in 1892 with the production of water meters which they still produce and we have installed throughout our city. The transition to a Neptune AMR system will provide stability in meter readings which we have not experienced in 18 years. Further the Neptune infrastructure being the same as that installed in Erie County will serve as a redundancy for both municipalities as the data collectors could serve either community should one experience a failure. Neptune AMR like many radio systems is only authorized to transmit over specific bandwidths thus no other providers can offer the benefit of Neptune as it relates to redundancy with Erie County. Neptune is a sole source provider for their products and has only one distributor for the entire state of Ohio (see letter attached as Exhibit 1). Also, it should be noted that during phase 1 with initial installations of the transmitters we would be utilizing County collectors for our data as we build our system, in this manner we can slowly phase in the system and benefit from having the same system as our neighboring municipality. Attached for reference is a sole authorized distributor letter from Neptune. The requested funds of \$100,000.00

were included in the 2022 budget.

Financial Review

As mentioned in the Water Superintendent's summary, Neptune is considered a sole source provider for the type of service the City needs. The 2022 budget includes purchase of these transmitters not to exceed \$100,000, which will be paid out of the water capital fund (Fund 603).

Legal Review

The matter has been reviewed, follows normal legislative procedure and is properly before you.

Recommendation

If Council is in support of the request, a motion adopting Resolution No. 18-2021 is in order.

[Resolution No. 18-2022 Exhibit 1.PDF](#)

[Resolution No. 18-2022.doc](#)

1/14/2022

City of Huron

Ref.: NECO - Sole Authorized Distributor – State of Ohio

Neptune Technology Group Inc. is pleased to affirm that NECO, is the sole authorized distributor in the State of Ohio for Neptune RF meter reading equipment and software, Neptune water meters and Neptune parts.

NECO is authorized by Neptune to submit an offer for Neptune water meters and related products.

Thank you for your interest in Neptune products. If you have any questions, please contact your local NECO representative, Dan Hackett, at (614)397-0626.

Sincerely,

Sam Mitchell

Sam Mitchell
Territory Manager – OH / MI

RESOLUTION NO. 18-2021

Introduced by William Biddlecombe

A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE APPROXIMATELY 800 NEPTUNE WATER METER RADIO TRANSMITTERS FROM NEPTUNE TECHNOLOGY GROUP FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$100,000.00).

WHEREAS, the City desires to replace its current automated water meter reading equipment due to failures experience due to misreads and battery failure; and

WHEREAS, Neptune Technology Group Inc. is the sole authorized distributor in the State of Ohio for Neptune RF meter reading equipment and software, Neptune water meters and Neptune parts; and

WHEREAS, the City desires to convert its current system to the Neptune AMR system to provide stability in meter readings.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON AS FOLLOWS:

SECTION 1. That the Council of the City of Huron authorizes and directs the City Manager to purchase approximately 800 Neptune water meter radio transmitters for an amount not to exceed One Hundred Thousand and 00/100 Dollars (\$100,000.00).

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code

SECTION 3. That this Resolution shall go into effect and be in full force and effect immediately upon its passage.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____



TO: Mayor Artino and City Council
FROM: Matthew Lasko
RE: Resolution No. 19-2022
DATE: January 25, 2022

Subject Matter/Background

As submitted by Doug Steinwart - Huron Parks and Recreation Operations Manager:

The last two years of historically high water levels in Lake Erie have compromised the shoreline along Wall Street. Photos of the damage and area in question are attached hereto as Exhibits 4, 5 and 6. Placement of armor stone is needed to protect the infrastructure and prevent further erosions. Staff met with four contractors and received three quotes for roughly 150' of stone revetment at Lake Front Park adjacent to Wall Street. Copies of the three proposals are attached hereto as Exhibits 1, 2 and 3. The quotes received are as follows:

Mark Haynes Construction, Inc.	\$49,000
Shoreline Contractors, Inc.	\$54,500
Innovative Excavating	\$49,060

All three quotes were competitive, and staff is recommending acceptance of the proposal submitted by Mark Haynes Construction, Inc. in the amount of Forty-Nine Thousand Dollars (\$49,000.00).

Financial Review

The 2022 budget includes sufficient appropriations out of the Capital Improvement Fund (Fund 401) to pay for the necessary improvements. Three quotes were received and awarded to the lowest quote in accordance with the City's purchasing ordinance.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement, a motion adopting Resolution No. 19-2021 is in order.

[Resolution No. 19-2022 Exhibit 1.pdf](#)
[Resolution No. 19-2022 Exhibit 2.pdf](#)
[Resolution No. 19-2022 Exhibit 3.pdf](#)
[Resolution No. 19-2022 Exhibit 4.jpg](#)
[Resolution No. 19-2022 Exhibit 5.jpg](#)
[Resolution No. 19-2022 Exhibit 6.pdf](#)
[Resolution No. 19-2022.doc](#)
[Resolution No. 19-2022 Exhibit A.pdf](#)

DATE January 13, 2022
Quotation # 1

Mark Haynes Construction, Inc. is an equal opportunity employer

Shoreline Contractors, Inc.

43741 Webster Rd., Wellington, Ohio 44090 • shorelinecontractors@gmail.com • Office (440) 899-3100 • Fax (440) 647-4640

January 7, 2022

City of Huron
C/O Doug Steinwart
417 Main St.
Huron, Ohio

RE: Estimate for eastern stone revetment at Lake Front Park

150 lf stone revetment

• Equipment mobilization	\$ 2,000.00
• Reshape existing material, place filter cloth	Included
• Excavate trench into lake bottom for toe stone	Included
• New 1-2 ton armor stone, est of 5 tons/ft @ \$70.00 per ton = 750 tons	\$ 52,500.00

Equipment, Materials & Labor to complete above quote: \$ 54,500.00

Note: Quote based on land access to site. Stone in this quote is an estimate total of area to be completed. Final invoice will reflect actual tonnage used based on stone delivery tickets.

Not included in this proposal are permits or fees assessed by government agencies in association with permits; final grading; seeding or landscaping; tree removal or replacements; structures such as driveways steps or retaining walls except as noted. Not responsible for damage to roads, driveways, sidewalks, curbs or lawns. Material prices are based on current pricing from supplier at time of bidding and customer is responsible for any cost increase at the start of the project. All material is to be guaranteed to be as specified, and the work to be performed in accordance with the drawings and specifications submitted for above items and completed in a in a substantial workmanlike manner. Any alteration or deviation from above specifications involving extra cost will be executed upon written order. This will become an extra charge over and above the estimate. Armor stone revetments are designed and installed to reduce property erosion. Do not use revetments for personal access to the lake.

Shoreline Contractors, Inc. maintains current BWC certificate, public liability insurance and local contractors registration at all times.

Respectfully Submitted by
Shoreline Contractors, Inc.



Scott Mitchell
President

Approved By _____ **Date** _____

The above prices, specifications, and conditions are satisfactory and are accepted. You are authorized to do the work as specified.

NOTE: This proposal may be withdrawn if not accepted after 30 days.



Estimate: 6048

Date: 12-6-21

4465 E Balliet Dr
Port Clinton, Oh 43452

Name: Tim Niese jr	Rip rap shore line protection East side of park
Title: Owner	Address: Wall st Huron, OH 44839
Direct Line: 419-261-9463	Land owner:City of Huron

Purposed Sale: Mobilize to site. Place steel plates on road and grass area to protect off loading zone. Use sloped bank on wall st to access beach. Clean up and place erosion fabric. Deliver and place 1-3 ton toe stone for foundation. Deliver and place "C" rock for bedding material. Deliver and place "A" rock rip rap on approximately 150 lineal ft of existing concrete/rock. Work to be performed from beach. Demobilize and clean up.

Mobilization and steel plate protection \$1,300.00

Place erosion fabric \$800.00

120 ton 1-3 ton Armor rock delivered and placed @ \$93.00 per ton \$11,160.00

100 ton of "C" rock rip rap delivered and placed for bedding material @ \$72.00 per ton \$7,200.00

300 ton "A" rock rip rap delivered and place @ \$91.00 per ton \$27,300.00

Demobilization and clean up \$1,300.00

Total: \$49,060.00

Any necessary permits to be obtained by land owners.

Any extra work above and beyond described work above will be re quoted

Quote Accepted by:_____

Forty nine thousand sixty dollars \$49,060.00

Respectfully submitted_____

Per: Tim Niese Jr.

Note: if not accepted within 10 days may withdraw this proposal.

Landowner to obtain all necessary permits need for project. Innovative excavating is not responsible for neglygents of permits.

Any alteration or deviation from above specifications involving extra Cost will be executed only upon written order and will become an extra Charge over and above the estimate. All agreements contingent upon Strikes, accidents or delays beyond our control.

Payment terms 15 days from invoice.

www.innovativeohio.com







RESOLUTION NO. 19-2022

Introduced by Sam Artino

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT WITH MARK HAYNES CONSTRUCTION, INC. FOR REVETMENT SERVICES AT THE EAST END OF HURON LAKE FRONT PARK IN AN AMOUNT NOT TO EXCEED FORTY-NINE THOUSAND AND 00/100 DOLLARS (\$49,000.00).

WHEREAS, the last two years' high water levels in Lake Erie have compromised the shoreline along Lake Front Park adjacent to Wall Street; and

WHEREAS, the City deems it necessary to retain the services of a contractor to perform revetment services to prevent further damage to the shoreline.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON AS FOLLOWS:

SECTION 1. That the Council of the City of Huron authorizes and directs the City Manager to accept the proposal and enter into an agreement with Mark Haynes Construction, Inc. for the provision of revetment services at the east end of Huron Lake Front Park as further described in Exhibit "A" attached hereto, in an amount not to exceed Forty-Nine Thousand and 00/100 Dollars (\$49,000.000).

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code

SECTION 3. That this Resolution shall go into effect and be in full force and effect immediately upon its passage.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____

DATE January 13, 2022
Quotation # 1

Mark Haynes Construction, Inc. is an equal opportunity employer



TO: Mayor Artino and City Council
FROM: Matthew Lasko
RE: Resolution No. 20-2022
DATE: January 25, 2022

Subject Matter/Background

Resolution No. 20-2022 requests Council's authorizing to submit an application to the Erie County Regional Planning Commission Metropolitan Planning Organization (ERPC MPO) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Transportation Alternative (TA) project grant to become eligible for potential funding assistance toward the Cleveland Road East – Sidewalk Extension to Huron Green Project. A copy of that CRRSAA TA Program Policy is attached hereto as Exhibit 1.

The Cleveland Road East - Sidewalk Extension Project is a joint venture of the City of Huron and Huron Township to extend sidewalks on the south side of Cleveland Road E eastward from the eastern City limit to Huron Green. A diagram of the proposed Project is attached hereto as Exhibit 2. The total cost of the project is \$550,162. The grant application is capped at \$93,414, and if the entire grant request is received, the balance of \$456,748 will be shared by the City and Huron Township.

Financial Review

The 2022 budget includes half the cost of design work for this project, split with the Township, out of the Capital Improvement Fund (Fund 401). If awarded, the City's share of construction will be incorporated in the 2023 budget.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement, a motion adopting Resolution No. 20-2022 is in order.

[Resolution No. 20-2022 Exhibit 1.pdf](#)
[Resolution No. 20-2022 Exhibit 2.pdf](#)
[Resolution No. 20-2022 Exhibit 3.pdf](#)
[Resolution No. 20-2022.doc](#)
[Resolution No. 20-2022 Exhibit A.pdf](#)



ERPC Metropolitan Planning Organization Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Program Policies and Procedures

The ERPC Metropolitan Planning Organization (MPO) is a transportation planning organization that includes all of Erie County and the Lorain County portion of the City of Vermilion. The MPO is responsible for dispersing federal funds to eligible transportation projects across the planning region.

ERPC is now accepting Transportation Alternative (TA) project applications for funding it has received through the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA). This federal funding is being provided to address economic loss associated with the impacts of COVID-19. ERPC's one-time allocation of CRRSAA funding is \$280,241 in Highway Infrastructure Program funds.

Eligible project sponsor requirements apply for all CRRSAA eligibility. Those eligible to apply for the MPO CRRSAA funding include:

- a local government
- a regional transportation authority
- a transit agency
- a natural resource or public land agency
- a school district, local education agency, or school
- a tribal government
- a nonprofit entity responsible for the administration of local transportation safety programs
- any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails (other than a metropolitan planning organization or a [State](#) agency) that the [State](#) determines to be eligible, consistent with the goals of this subsection.

Only those activities listed below are eligible for TA activities. Eligible projects must also have a direct relationship to transportation and to the MPO's long range plan, such that they enhance a current or proposed transportation system.

Eligible Transportation Alternative (TA) activities must include one of the categories as listed below (as defined in 23 U.S.C. 213 (b), 23 U.S.C. 101(a)(29) (MAP-21 1103)

1. Transportation Alternatives:

Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other no motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.

- A. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
 - B. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other no motorized transportation users.
 - C. Construction of turnouts, overlooks, and viewing areas.
 - D. Community improvement activities, including-
 - i. inventory, control, or removal of outdoor advertising;
 - ii. historic preservation and rehabilitation of historic transportation facilities;
 - iii. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - iv. archaeological activities relating to impacts from implementation of a transportation project eligible under title 23.
 - E. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to-
 - i. address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
 - ii. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
2. The recreational trails program under section 206 of title 23.
3. The safe routes to school program under section 1404 of the SAFETEA-LU.
- A. Infrastructure-related projects.-planning, design, and construction of infrastructure-related projects on any public road or any bicycle or pedestrian pathway or trail in the vicinity of schools that will substantially improve the ability of students to walk and bicycle to

- school, including sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools.
- B. Noninfrastructure-related activities to encourage walking and bicycling to school, including public awareness campaigns and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment, and funding for training, volunteers, and managers of safe routes to school programs.
- C. Safe Routes to School coordinator.
- 4. Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

Note that these lists of qualifying TA activities come directly from the federal transportation legislation and is intended to be exclusive, not illustrative.

This program is not a grant program but rather a reimbursement program, meaning that FHWA reimburses the state for the funded share of the actual expenses it incurs on a project as the project proceeds. The state then reimburses the local project sponsor as the project proceeds. In no case will costs be eligible for reimbursement until ODOT and the Federal Highway Administration (FHWA), and the MPO Committee process approve the project for use of federal funds.

It is important to note that sponsors of awarded projects are required to enter into a contract with the Ohio Department of Transportation (ODOT) for the implementation phase of the project.

Maximum funding requests, for any one project, is capped at \$93,414. Applicants are permitted to submit more than one project for funding. If submitting more than one project, the sponsor is required to prioritize their submittals. All phases of project development are eligible for funding.

The MPO application form and associated materials have been posted on the ERPC website at <https://www.eriecounty.oh.gov/ErieRegionalPlanningCommission.aspx> . Hard copies of the applications are also available in the ERPC office. **Complete applications are due to the ERPC office by 4:30 p.m. on Friday, February 25, 2022.** If submitting a hard copy of the application, no additional copies are necessary. Emailing of applications (up to 13MB) is also acceptable; please email applications to planning@eriecounty.oh.gov .

Project Selection Process

Once the application deadline closes, all accepted applications enter a two-step evaluation and ranking system. The first step, completed by staff, is an initial screening that includes

determining if the proposed project meets eligibility for the funding. If the proposed project meets eligibility requirements, the project will advance to the second step.

The second step, completed by the MPO's Project Selection Committee, involves completing scoring and ranking of the projects using MPO defined criteria. Once the draft scores from the project evaluation system are compiled, staff will prepare a profile summarizing all applications that will be made available for public and MPO sub-committees review and comment.

Staff will then develop a draft list of ranked projects with financial plan that will be forwarded with public and sub-committees comments to the MPO Technical Advisory Committee (TAC) and MPO Policy Committee for final approval. In order to assure timely obligation of funds, programming priority will be determined based upon funding rank and anticipated date of expenditure.

All cost estimates must be certified by a State of Ohio Professional Engineer. The program requirements can be demanding and what is thought of a small, inexpensive project can spiral quickly into a complicated and expensive project with particular consideration given to possible inflation of cost of materials and right of way costs. Also, because of the use of federal funds, projects are subjected to many requirements, including NEPA, the Uniform Relocation Assistance and Real Property Acquisition Act, Americans with Disabilities Act (ADA), and other regulations and standards consistent with the Ohio Department of Transportation's practices and policies. Except for ADA, most locally planned and funded projects are not subject to these requirements and may often be developed more quickly and at less expense than those that are funded federally.

Upon the MPO Policy Committee's determination and recommendation, should a project have a major change in scope or not made satisfactory progress toward expending awarded MPO funds, the Project Selection Committee can meet and re-review the project. The Project Selection Committee will make a recommendation to both the TAC and Policy Committee and the recommendation can include up to withdrawal of MPO funding for the project as well as requiring the project sponsor to refund MPO funds that have already been expended on the project.

Finally, should any additional funding become available (ex. leftover funding from the solicitation cycle, project awarded under estimate), the funds will be transferred over into the MPO's Surface Transportation Program (STP) for use on another project, upon the MPO's Policy Board approval.

Should you require any additional information or have questions/comments, please contact the Erie County Department of Regional Planning at 419-627-7792.

ARCHITECTS. ENGINEERS. PLANNERS.

Client: Huron Township

Project: Cleveland Road East - Sidewalk Extension



Date: 10/29/2021

PROJECT BUDGET DEVELOPMENT						
REF. NO.	ODOT ITEM	ITEM DESCRIPTION	TOTAL QNTY	UNIT	TOTAL UNIT PRICE	BID ITEM TOTAL
ROADWAY						
1	203	EXCAVATION	1	LS	\$ 32,000.00	\$ 32,000.00
2	203	EMBANKMENT	1	LS	\$ 32,000.00	\$ 32,000.00
3	608	4" CONCRETE WALK, AS PER PLAN	18500	SF	\$ 6.50	\$ 120,250.00
4	608	CURB RAMP	12	EACH	\$ 1,200.00	\$ 14,400.00
5	608	DETECTABLE WARNING	16	SF	\$ 50.00	\$ 800.00
6	690	SPECIAL - MAILBOX REMOVED AND RESET	5	EACH	\$ 1,000.00	\$ 5,000.00
EROSION CONTROL						
101	653	TOPSOIL FURNISHED AND PLACED, AS PER PLAN	4200	SY	\$ 12.00	\$ 50,400.00
102	SPECIAL	FILTER FABRIC FENCE	3700	FT	\$ 2.00	\$ 7,400.00
103	SPECIAL	INLET PROTECTION	2	EACH	\$ 150.00	\$ 300.00
DRAINAGE						
201	601	MASONRY, MISC.: HALF-HEIGHT HEADWALL	1	EACH	\$ 1,200.00	\$ 1,200.00
202	611	24" CONDUIT, TYPE B	180	EACH	\$ 110.00	\$ 19,800.00
203	611	CATCH BASIN, NO. 2-3	2	EACH	\$ 4,000.00	\$ 8,000.00
PAVEMENT						
301	452	NON-REINFORCED CONCRETE PAVEMENT, MISC.: CONCRETE DRIVE, FIBER REINFORCED, CLASS MS	325	SY	\$ 80.00	\$ 26,000.00
WATER WORKS						
401	638	VALVE BOX ADJUSTED TO GRADE	7	EACH	\$ 600.00	\$ 4,200.00
UTILITIES						
601	611	SPECIAL - GAS VALVE BOX ADJUSTED TO GRADE	5	EACH	\$ 400.00	\$ 2,000.00
LANDSCAPING						
651	661	SPECIAL - LANDSCAPING	1	LS	\$ 1,500.00	\$ 1,500.00
TRAFFIC CONTROL						
701	630	GROUND MOUNTED SUPPORT, NO. 2 POST	200	FT	\$ 10.00	\$ 2,000.00
702	630	SIGN, FLAT SHEET	80	SF	\$ 20.00	\$ 1,600.00
703	630	REMOVAL OF GROUND MOUNTED SIGN AND REERECTION	4	EACH	\$ 60.00	\$ 240.00
704	630	SIGNING, MISC.: SOLAR POWERED RECTANGULAR RAPID FLASHING BEACON (RRFB) SIGN ASSEMBLY	3	EACH	\$ 7,500.00	\$ 22,500.00
705	642	STOP LINE, TYPE 1	170	FT	\$ 10.00	\$ 1,700.00
706	642	CROSSWALK LINE, TYPE 1	350	FT	\$ 15.00	\$ 5,250.00
707	642/646	REMOVAL OF PAVEMENT MARKINGS	100	FT	\$ 20.00	\$ 2,000.00

ARCHITECTS. ENGINEERS. PLANNERS.

Client: Huron Township

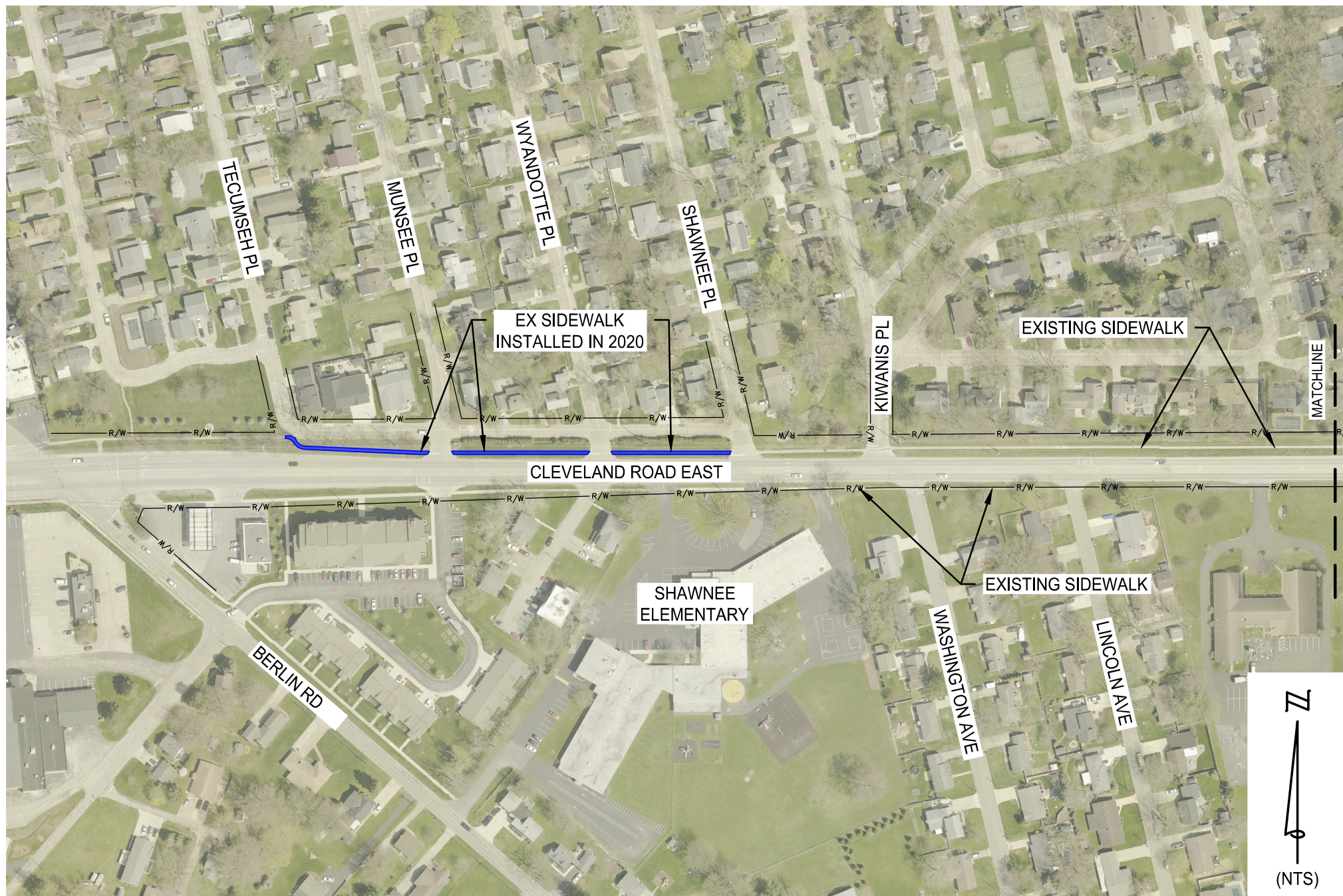
Project: Cleveland Road East - Sidewalk Extension



Date: 10/29/2021

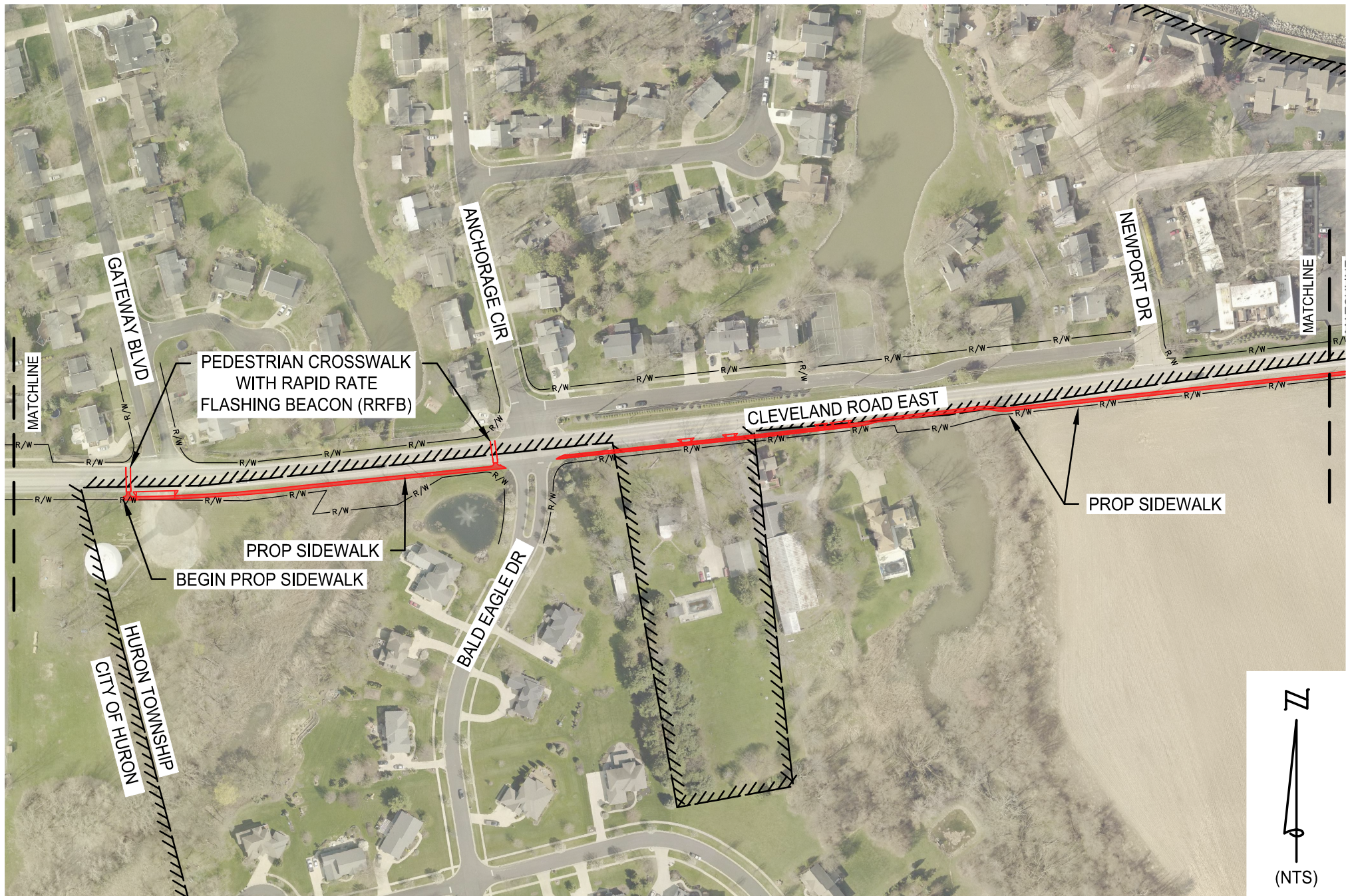
PROJECT BUDGET DEVELOPMENT						
REF. NO.	ODOT ITEM	ITEM DESCRIPTION	TOTAL QNTY	UNIT	TOTAL UNIT PRICE	BID ITEM TOTAL
MAINTENANCE OF TRAFFIC						
751	614	MAINTAINING TRAFFIC, AS PER PLAN	1	LS	\$ 45,000.00	\$ 45,000.00
752	614	LAW ENFORCEMENT OFFICER WITH PATROL CAR FOR ASSISTANCE, AS PER PLAN	40	HOURL	\$ 65.00	\$ 2,600.00
MISCELLANEOUS						
851	201	CLEARING AND GRUBBING	1	LS	\$ 7,500.00	\$ 7,500.00
852	624	MOBILIZATION	1	LS	\$ 20,000.00	\$ 20,000.00
853	SPECIAL	POT-HOLING EXISTING UTILITIES	1	LS	\$ 500.00	\$ 500.00
854	SPECIAL	ADJUSTMENT TO UTILITIES	1	LS	\$ 1,000.00	\$ 1,000.00
855	SPECIAL	UTILITY REPAIRS	1	LS	\$ 1,000.00	\$ 1,000.00
856	SPECIAL	MISCELLANEOUS REMOVAL/RELOCATION	1	LS	\$ 1,000.00	\$ 1,000.00
857	SPECIAL	PROJECT VIDEO	1	LS	\$ 1,250.00	\$ 1,250.00
858	SPECIAL	PROJECT BONDING	1	LS	\$ 10,000.00	\$ 10,000.00
860	SPECIAL	NOTICE OF INTENT (NOI)	1	LS	\$ 500.00	\$ 500.00
ALLOWANCES (FOR USE AS DIRECTED BY THE ENGINEER)						
903	623	CONSTRUCTION LAYOUT STAKES AND SURVEYING	3500	EACH	\$ 1.00	\$ 3,500.00
904	SPECIAL	AS-BUILT PLANS	3000	EACH	\$ 1.00	\$ 3,000.00
905	SPECIAL	CONCRETE TESTING	5000	EACH	\$ 1.00	\$ 5,000.00

2021CONSTRUCTION ESTIMATE TOTAL =	\$ 462,390.00
2022 CONSTRUCTION ESTIMATE TOTAL (3% INFLATION) =	\$ 476,262.00
SURVEY, ENGINEERING, & BIDDING SERVICES =	\$ 40,500.00
CONSTRUCTION ADMINISTRATION, MANAGEMENT, & INSPECTION SERVICES =	\$ 33,400.00
TOTAL PROJECT BUDGET =	\$ 550,162.00



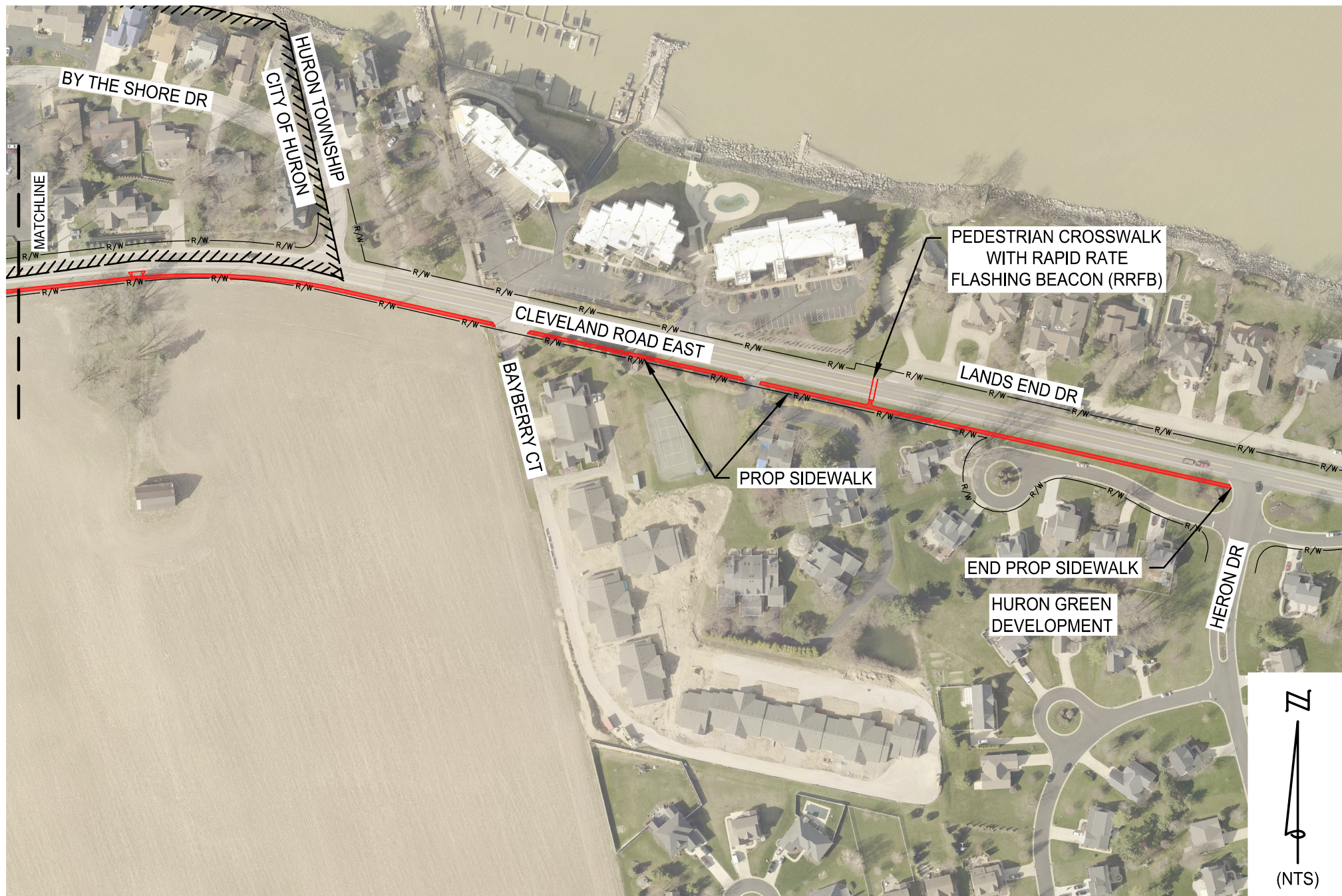
CLEVELAND ROAD EAST - SIDEWALK EXTENSION

CITY OF HURON - HURON TOWNSHIP



CLEVELAND ROAD EAST - SIDEWALK EXTENSION

CITY OF HURON - HURON TOWNSHIP



CLEVELAND ROAD EAST - SIDEWALK EXTENSION

CITY OF HURON - HURON TOWNSHIP

RESOLUTION NO. 20-2022

Introduced by Sam Artino

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE ERIE COUNTY REGIONAL PLANNING COMMISSION METROPOLITAN PLANNING ORGANIZATION (“ERPC MPO”) CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT (CRRSAA) TRANSPORTATION ALTERNATIVE (TA) PROJECT GRANT RELATING TO THE CLEVELAND ROAD EAST – SIDEWALK EXTENSION TO HURON GREEN PROJECT; AND FURTHER AUTHORIZING THE CITY MANAGER TO ACCEPT SAID GRANT AND ENTER INTO AN AGREEMENT WITH THE ERPC MCO UPON AWARD.

WHEREAS, the City of Huron desires to seek grant funding from the ERPC MPO Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Transportation Alternative (TA) project to partially subsidize the Cleveland Road East – Sidewalk Extension to Huron Green Project (the “Project”); and

WHEREAS, the Project meetings basic eligibility requirements for project funding as it has a direct relationship to transportation and to the MPO’s long range plans, such that they enhance a current or proposed transportation system; and

WHEREAS, the ERCP MPO has capped funding requests at \$93,414.00, which is the amount requested by the City of Huron; and

WHEREAS, the City of Huron has the authority to apply for financial assistance and to administer the amounts received from the ERPC MPO; and

WHEREAS, the City of Huron must direct and authorize the City Manager, Matthew Lasko, to act as the Authorized Representative for the application and project if awarded ; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON AS FOLLOWS:

SECTION 1. That the Council of the City of Huron authorizes and directs the City Manager to submit a grant application through the Erie County Regional Planning Commission Metropolitan Planning Organization (ERPC MPO) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Transportation Alternative (TA) project grant to become eligible for potential funding assistance toward the Cleveland Road East – Sidewalk Extension to Huron Green Project. A copy of the grant application materials is attached hereto as Exhibit “A”.

SECTION 2. That the City Manager is further authorized to sign any necessary documents related to said grant application, and has the authority both in applying and if the grant is awarded to sign off on any additional requirements.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code

SECTION 4. That this Resolution shall go into effect and be in full force and effect immediately upon its passage.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____



Erie County Regional Planning Commission (ERPC) Metropolitan Planning Organization (MPO)

MPO CRRSAA Project Application Instructions

The following are instructions for applicants wishing to request funding through the ERPC MPO's Coronavirus Relief and Response Supplemental Appropriation Act (CRRSA) funding program.

Only Transportation Alternative (TA) type projects are being considered for this funding. Project funding requests are capped at \$93,414. Basic eligibility for project funding requires the proposed project have a direct relationship to transportation and to the MPO's long range plan, such that they enhance a current or proposed transportation system. If you are unsure if a project is eligible for MPO funding please contact the ERPC staff at 419-627-7792 for guidance.

All applications are required to include a site map of the proposed project's location, letter of support/resolution from the project sponsor's governing body, project cost estimate certified by a State of Ohio Professional Engineer, and a self-scored project evaluation form (included with the application form). If a project involves multiple MPO jurisdictional and/or governmental agencies, an executed cooperation agreement is required to be submitted with the application. Additionally, a project sponsor shall submit a project priority listing if submitting more than one project application during a solicitation cycle.

The MPO application form and this guidance has been made available on the ERPC website (<https://www.eriecounty.oh.gov/ErieRegionalPlanningCommission.aspx>) and in the ERPC Office located at 2900 Columbus Avenue, Sandusky during the entire project solicitation cycle. Applications will not be accepted beyond 4:30 p.m. on February 25, 2022.

Applications may be submitted by email to planning@eriecounty.oh.gov (email size not to exceed 13MB) or one hard copy may be submitted in person to the ERPC Office at 2900 Columbus Avenue, Sandusky, Ohio 44870.

For more information on the CRRSAA program (eligible project sponsors, eligible activities, and the project selection process) please consult the MPO's CRRSAA Policy document. Should you require any additional information or have additional questions/comments, please contact the Erie County Department of Regional Planning at 419-627-7792.

ERPC MPO Project Application Form Instructions

Proposed Project Details

- 1.) Sponsoring Agency – Indicate the name of the entity applying for funds. Projects involving multiple MPO jurisdictional/governmental entities must select only one to serve as the lead. A cooperation agreement must be executed and attached.
- 2.) Project Title – Provide the name of the project being applied for. Please be descriptive and specific, e.g. Perkins Avenue Signalization Project, East Monroe Street Reconstruction Project.
- 3.) Contact Person (include phone, fax, and e-mail if available) – Enter the name of the contact person who can best answer or coordinate a response to questions regarding the application.
- 4.) Indicate State Fiscal Year, Amount and Percentage of Cost Being Requested from MPO – Indicate the dollar amount of MPO requested funds and what percentage this is of the project's total costs for each phase of the project and include the proposed state fiscal year. Note – Preliminary Engineering includes work up through environmental clearance.
- 5.) Project Funding: Describe all sources of non-MPO funding for the proposed project.
- 6.) How does this project support the MPO's Long Range Transportation Plan (LRTP)? Explain how the project is compatible with the LRTP.
- 7.) Other than the LRTP, is this project the result of or linked to a planning study or report? Identify the source and where a copy of the study or report may be found (e.g. on a website). Please be specific when referencing, e.g. ERPC MPO Bicycle and Pedestrian Plan, Chapter 4, Section 1 (p.56).
- 8.) Provide the most recent Average Daily Traffic counts for the proposed project.
Counts may be found at:
<https://odot.ms2soft.com/tcds/tsearch.asp?loc=Odot&mod=TCDS>
<http://erie.ms2soft.com/tcds/tsearch.asp?loc=Erie&mod=> . If multiple choices are available list the highest ADT. For proposed bicycle/pedestrian projects indicate the number of non-motorized users if available.
- 9.) Describe the proposed project, the problem that it is expected to resolve and any alternatives that may have been explored. The following questions can be used as guidance in completing this section: *What is the purpose of the project? Why is the project needed? What are its benefits? Are there any existing management systems that were used to develop the project? Were performance based measures used to quantify expected benefits? Are there other planned investments in the project area?*

- 10.) Located in a High Crash Rate Area (Yes/No) - If yes, provide summary of crash data, calculated crash rate, and how proposed project incorporates safety solutions to address crash problem(s). If proposed project includes bicycle/pedestrian improvements provide summary of bicycle/pedestrian crash data.
- 11.) Describe public involvement plan for the proposed project (level of public involvement to be commensurate with level of project complexity).
- 12.) Proposed Project Cost Information – Provide a cost estimate certified by a State of Ohio Professional Engineer for your proposed project.
- 13.) What is the current status of the proposed project? (e.g. preliminary engineering, environmental complete, right-of-way plans, construction plans approved)
- 14.) Does the project impact any of the following respond with a yes or no –
- Bicycle/Pedestrian Facilities _____ Congestion _____
- Character of the Area _____ User Fees _____ Public Use _____
- Multi-Modal Transportation _____ ITS Components _____
- Access Management _____ Local Economics _____ Tourism _____
- Environmental Impacts _____ Historical Preservation/Impact _____
- Aesthetic _____ Environmental Justice Populations _____
- If “yes” to any of the above, please describe impacts.
- 15a.) Will this be your first MPO funded project (yes/no)? If ‘yes’ skip ahead to question number 18, if no answer question 16b.
- 15b.) If “no”, please describe previous MPO project delivery performance. Have previous projects been delivered on time? If not, please indicate reason for delay.
- 16.) Number of Missed Project Review Meetings in the last year – refers to ODOT District 3 Quarterly LPA Meetings.
- 17.) Please self-score the proposed project by using the attached project evaluation form. This form must be completed and submitted with your application to be considered for funding. The MPO will review the submitted self-scoring sheet and may revise the provided scores.

Items required items to be submitted with application include:

- Site map of proposed project location
- Letter of support/Resolution from project sponsor’s governing body
- Project cost estimate certified by a State of Ohio Professional Engineer
- Self-scored project evaluation form

- Project priority listing if submitting more than one project application for MPO funding consideration
- Executed cooperation agreement if project involves multiple entities
- Project maintenance plan

ERPC MPO CRRSAA Project Application Form

Instructions: This CRRSAA project funding is for Transportation Alternative (TA) project types only and submitted projects must be compatible with the ERPC MPO Long Range Transportation Plan. Complete and submit the project application form with any attachments by 4:30 P.M. on February 25, 2021 to the Erie County Office of Regional Planning and Development located at the Erie County Service Center, 3rd Floor, 2900 Columbus Avenue, Sandusky, Ohio 44870. Application instructions are available on ERPC's website and in the ERPC office. Staff can be reached by phone 419-627-7792, by fax 419-627-6670 or by e-mail at Planning@ErieCounty.OH.Gov to answer any questions. Additional sheets may be attached as needed.

Proposed Project Details

1.) Sponsoring Agency: _____
(If multiple project partners, specify lead agency and attach cooperation agreement)

2.) Project Title: _____

3.) Contact Person (include phone, fax, and e-mail if available): _____

4.) Indicate State Fiscal Year, Amount, and Percentage of Costs Being Requested

Project Phases	State Fiscal Year	MPO Funds Requested	Percent Split	Total Local Funds/ Other Funding	Percent Split
		Transportation Alternative (TA)			
Preliminary Engineering (PE)		\$	%	\$	%
Right-of-Way (RW)		\$	%	\$	%
Utilities		\$	%	\$	%
Detailed Design (DD)		\$	%	\$	%
Construction (CO)		\$	%	\$	%
Construction Engineering (CE)		\$	%	\$	%
Total		\$	%	\$	%

5.) Project Funding: Describe all sources of non-MPO funding for the proposed project.

6.) How does the project support the MPO's Long Range Transportation Plan (LRTP)?

7.) Other than the LRTP, is this project the result of or linked to a planning study or report?

8.) Provide the most recent Average Daily Traffic (ADT) counts for the proposed project. For bicycle/pedestrian projects provide number of non-motorized users if available.

ADT _____

Number of Non-motorized users (bicycle/pedestrian projects) _____

Year Completed _____

Location: _____

9.) Describe the proposed project, the problem that it is expected to resolve and any alternatives that may have been explored.

10.) Located in a High Crash Rate Area? (Yes/No) _____ If yes, please provide summary of crash data and how the proposed project incorporates safety solutions to address crash problem. For bicycle/pedestrian projects provide summary of bicycle/pedestrian crash data.

11.) Describe public involvement plan for the proposed project (level of public involvement to be commensurate with level of project complexity):

12.) Proposed Project Cost Information: Provide a cost estimate certified by a professional engineer, architect or appropriate professional discipline for your proposed project.

13.) What is the current status of the proposed project? (e.g. preliminary engineering, environmental complete, right-of-way plans, construction plans approved)

14.) Does the project impact any of the following? Respond with a “yes” or “no”.

Bicycle/Pedestrian Facilities_____ Congestion_____ Character of the Area_____

User Fees_____ Multi-Modal Transportation_____ Public Use_____

ITS Components_____ Access Management_____ Local Economics_____

Tourism_____ Environmental Impacts_____ Historical Preservation/Impact_____

Environmental Justice Populations_____ Aesthetic_____

If “yes” to any of the above, please describe impacts:

15a.) Will this be your first MPO funded project? (“yes” or “no”) _____
(if “yes”, go to number 17)

15b.) If “no”, indicate what percentage of MPO projects over the past three years that have been awarded on time. If a project did miss the award milestone date, please indicate reason for delay.

16.) Number of missed Quarterly Project Review Meetings in the last year: _____

17.) Please self-score the proposed project by using the attached project evaluation form. This form must be completed and submitted with your application to be considered for funding. (Note—the MPO will review and may revise provided scores.)

*Applications may be submitted by email to planning@eriecounty.oh.gov
(email size not to exceed 13MB) or one hard copy may be submitted in person to the
ERPC Office at 2900 Columbus Avenue, Sandusky, Ohio 44870.*

Required items to be submitted with application include:

- *Site map of the proposed project’s location*
- *Letter of support from the project sponsor’s governing body*
- *Project cost estimate certified by a State of Ohio Professional Engineer*
- *Self-scored project evaluation form*
- *Project priority listing if submitting more than one project application for MPO funding consideration*
- *Executed cooperation agreement if project involves multiple entities*
- *Project maintenance plan for proposed project*

CRRSAA - TRANSPORTATION ALTERNATIVE PROGRAM (TA) PROJECT EVALUATION FORM**GENERAL EVALUATION - 55 POINTS**

Project Name: _____

Project Sponsor: _____

Proposed State Fiscal Year: _____

Date Scored: _____

Number of Existing Users _____ (used if tie breaker needed)

1. Is the project included in an adopted local transportation or community plan?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
2. Does the project improve the utilization of an existing transportation system network?	<input type="checkbox"/> Greatly (4 points) <input type="checkbox"/> Moderately (2 points) <input type="checkbox"/> No (0 points)
3. Does the project increase the utilization of an existing transportation system network?	<input type="checkbox"/> Greatly (4 points) <input type="checkbox"/> Moderately (2 points) <input type="checkbox"/> No (0 points)
4. Does the project have a positive impact in an Environmental Justice Area target area? (Target area defined as above regional average, see attached maps.)	<input type="checkbox"/> Yes (3 points) <input type="checkbox"/> No (0 points)
5. Will the public be given a chance to provide input regarding the project (commensurate with level of project complexity)?	<input type="checkbox"/> Yes (3 points) <input type="checkbox"/> No (0 points)
6. Has the project sponsor attended ODOT LPA Quarterly Project Meetings in the last calendar year (if first time applicant or sponsor had no projects then 'No Projects' should be selected).	<input type="checkbox"/> Attended All (5 points) <input type="checkbox"/> Missed One (3 points) <input type="checkbox"/> Missed 2 or more (-2 pts) <input type="checkbox"/> No projects (5 points)
7. What percentage of MPO projects has the project sponsor awarded on time over the last three calendar years (if first time applicant or sponsor had no projects then 'No Projects' should be selected)?	<input type="checkbox"/> 67% - 100% (10 points) <input type="checkbox"/> 34% - 66% (5 points) <input type="checkbox"/> 1% - 33% (1 points) <input type="checkbox"/> No projects (10 points)
8. Does the project involve other regional partners (MPO area jurisdictions and/or other governmental agencies)?	<input type="checkbox"/> Yes (3 points) <input type="checkbox"/> No (0 points)
9. Does the project obviously increase opportunities for active transportation?	<input type="checkbox"/> Yes (3 points) <input type="checkbox"/> No (0 points)
10. Project will award in which State Fiscal Year (SFY) ?	<input type="checkbox"/> SFY 2023 / 2024 (5 pts) <input type="checkbox"/> SFY 2025 (2 points) <input type="checkbox"/> SFY 2026 + (0 points)
11. What percentage of maximum funding cap (\$93,414) is project sponsor requesting funding for?	<input type="checkbox"/> 1% - 25% (10 points) <input type="checkbox"/> 26% - 50% (7 points) <input type="checkbox"/> 51% - 70% (4 points) <input type="checkbox"/> 71% - 79% (1 point) <input type="checkbox"/> 80% - 100% (0 points)
TOTAL (55 Possible Points)	

*This form (general evaluation) to be used on all submitted TA projects. Depending on project type, select one of the three following forms to continue scoring out the project. The overall combined total points possible = 105.

TRANSPORTATION ALTERNATIVE PROGRAM (TA) PROJECT EVALUATION FORM

BICYCLE AND PEDESTRIAN AND OTHER NON-DRIVERS - 50 POINTS

Project Name: _____

Project Sponsor: _____

Proposed State Fiscal Year: _____

Date Scored: _____

1. Does the project connect to any existing or planned bicycle or pedestrian paths?	<input type="checkbox"/> Yes (10 points) <input type="checkbox"/> No (0 points)
2. Does the project connect to any logical termini?	<input type="checkbox"/> Yes (10 points) <input type="checkbox"/> No (0 points)
3. Does the project serve any transportation generators (schools, hospitals, other major community facilities)?	<input type="checkbox"/> More than 5 (10 points) <input type="checkbox"/> One to Five (5 points) <input type="checkbox"/> None (0 points)
4. How much of an increase in public use is anticipated to be generated by this project?	<input type="checkbox"/> Major (5 points) <input type="checkbox"/> Minor (3 points) <input type="checkbox"/> No Increase (0 points)
5. Does the project address an existing safety issue for bicyclists and/or pedestrians (as documented in application)?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
6. Does the project meet a 'transportation' need (benefits other than recreational)?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
7. Is a maintenance plan identified for the project?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
TOTAL (50 Possible Points)	

***This form to be used only for bicycle/pedestrian/non-driver projects (ex. on road or off-road infrastructure, lighting, ADA compliance, traffic calming techniques)**

TRANSPORTATION ALTERNATIVE PROGRAM (TA) PROJECT EVALUATION FORM
COMMUNITY IMPROVEMENT ACTIVITIES - 50 POINTS

Project Name: _____

Project Sponsor: _____

Proposed State Fiscal Year: _____

Date Scored: _____

1. What is the project's significance to specific persons or events that have contributed to the area's transportation history?	<input type="checkbox"/> Major (10 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> None (0 points)
2. To what degree is there a threat to the environment or site if the project is not funded?	<input type="checkbox"/> Major (10 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> None (0 points)
3. How much of an increase in negative public exposure to the environment or site is anticipated to occur as a result of this project?	<input type="checkbox"/> Major (0 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> No Increase (10 points)
4. The site is one of only few examples of once common structure/site in Ohio.	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
5. The project provides safe accommodation for visitors to site.	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
6. Does the project meet a 'transportation' need (benefits other than recreational)?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
7. Is a maintenance plan identified for the project?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
TOTAL (50 Possible Points)	

***This form to be used only for community improvement projects (ex. vegetation management, historic transportation facility improvements, inventory/control/removal of outdoor advertising)**

TRANSPORTATION ALTERNATIVE PROGRAM (TA) PROJECT EVALUATION FORM**SCENIC AND ENVIRONMENTAL - 50 POINTS****Project Name:** _____**Project Sponsor:** _____**Proposed State Fiscal Year:** _____**Date Scored:** _____

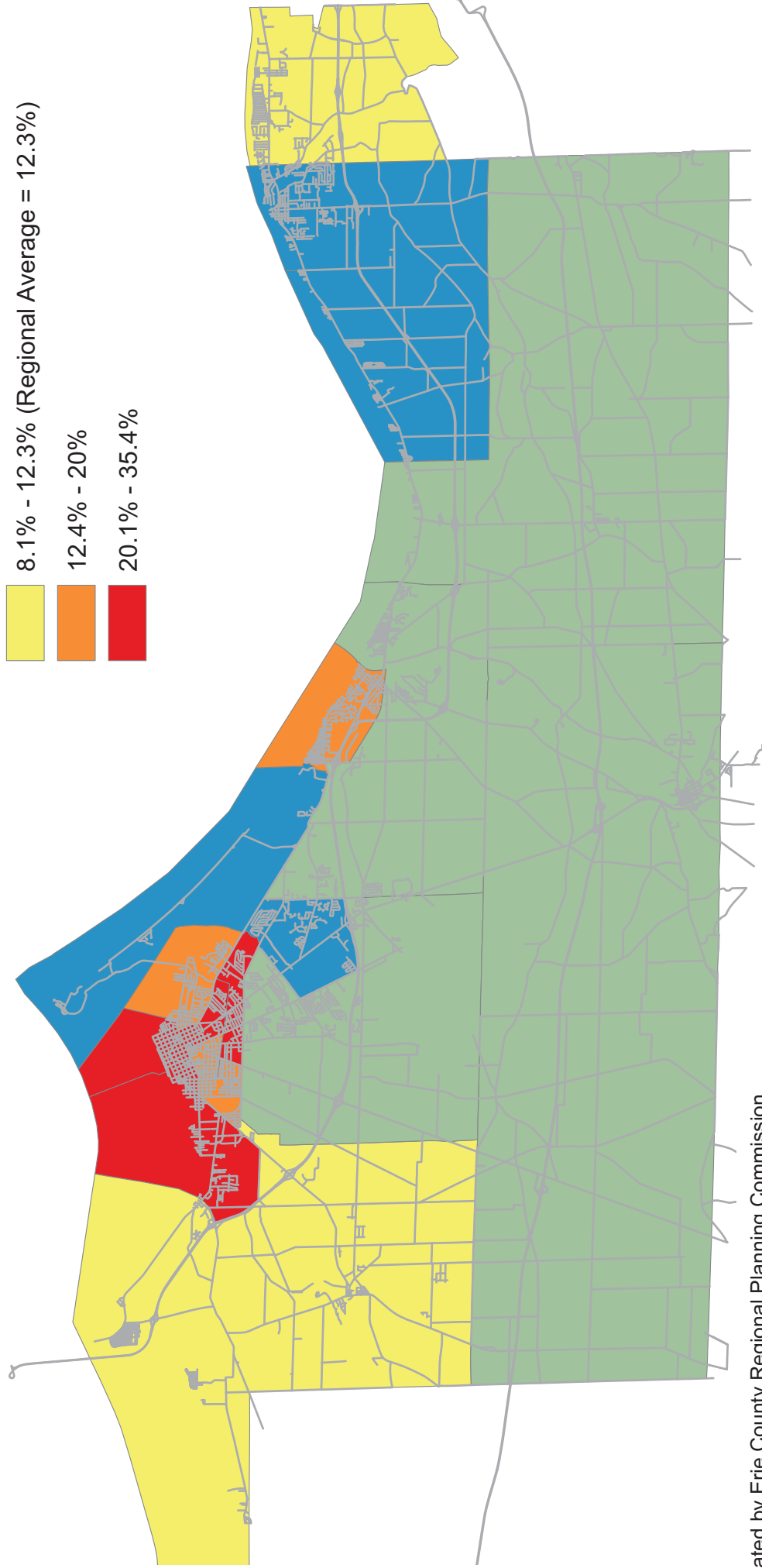
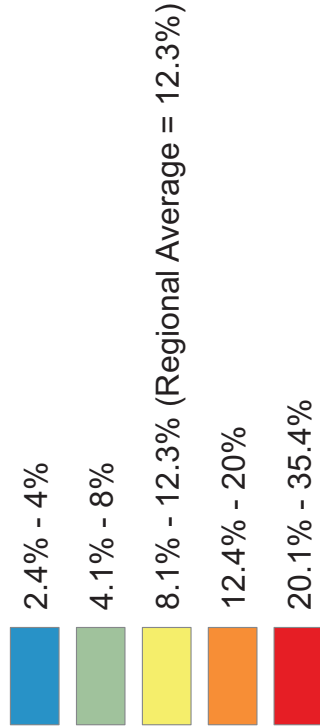
1. How much impact does the project have on environmental protection or presentation?	<input type="checkbox"/> Major (10 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> None (0 points)
2. How great is the threat to the environment or site if the project is not funded?	<input type="checkbox"/> Major (10 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> None (0 points)
3. How much of an increase of public exposure to environment or site is anticipated as a result of the project?	<input type="checkbox"/> Major (0 points) <input type="checkbox"/> Minor (5 points) <input type="checkbox"/> No Increase (10 points)
4. The project is unique to the area's identity.	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (5 points)
5. The project removes visual blight or substantially enhances the visual environment (context sensitive design).	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
6. Does the project meet a 'transportation' need (benefits other than recreational)?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
7. Is a maintenance plan identified for the project?	<input type="checkbox"/> Yes (5 points) <input type="checkbox"/> No (0 points)
TOTAL (50 Possible Points)	

***This form to be used only for scenic/environmental projects (ex. Reduce vehicle-caused wildlife mortality, environmental mitigation activities to address storm water management/water pollution related to road construction and road run-off, construction of turnout/overlook/viewing area)**



Percent of Population Below Poverty Level

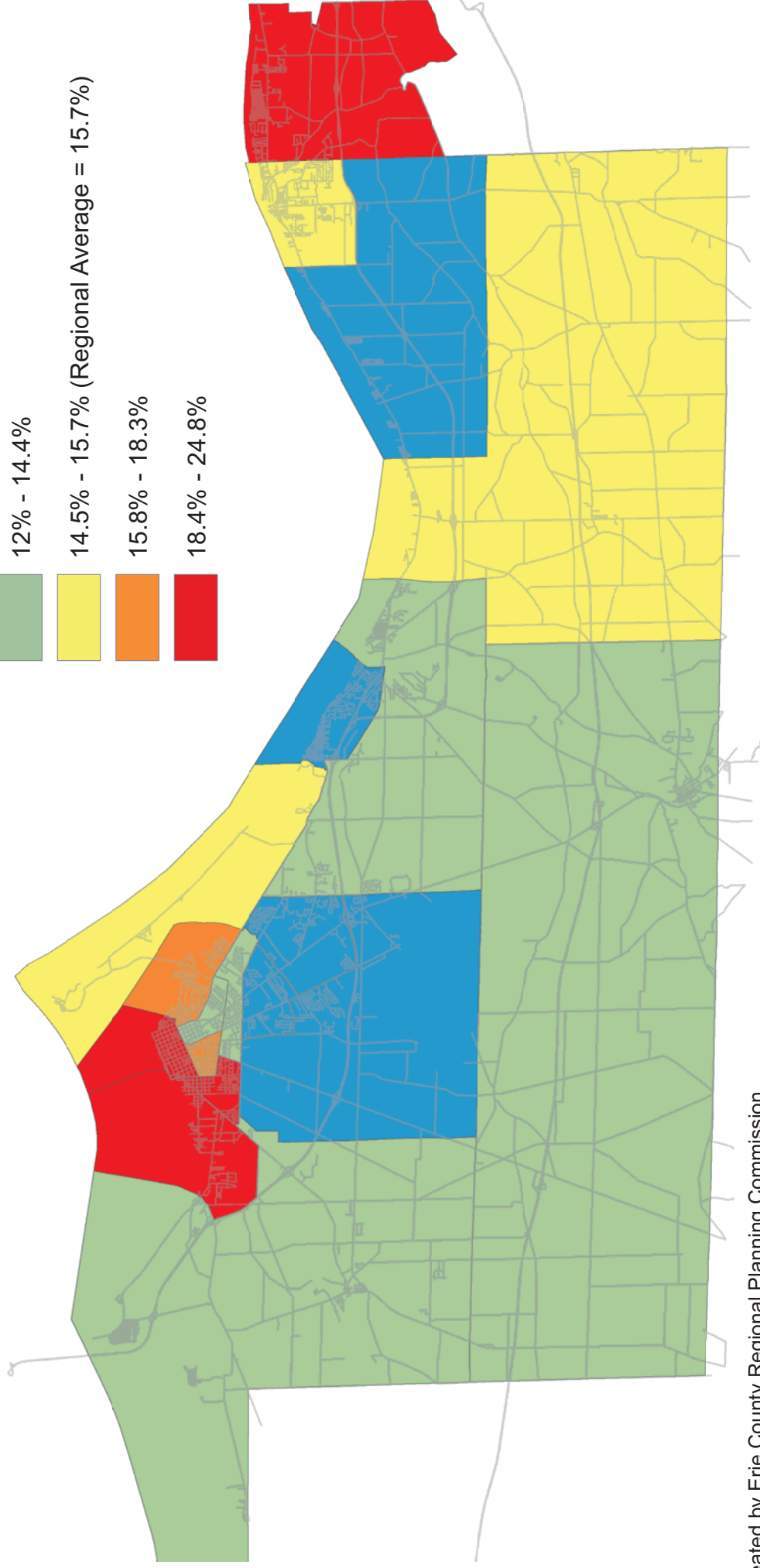
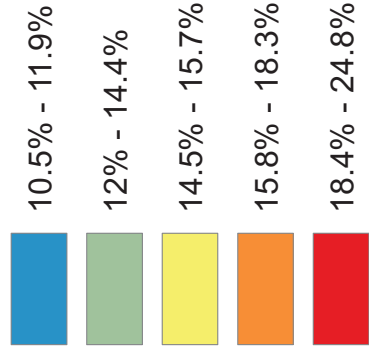
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Percent of Population with Disability

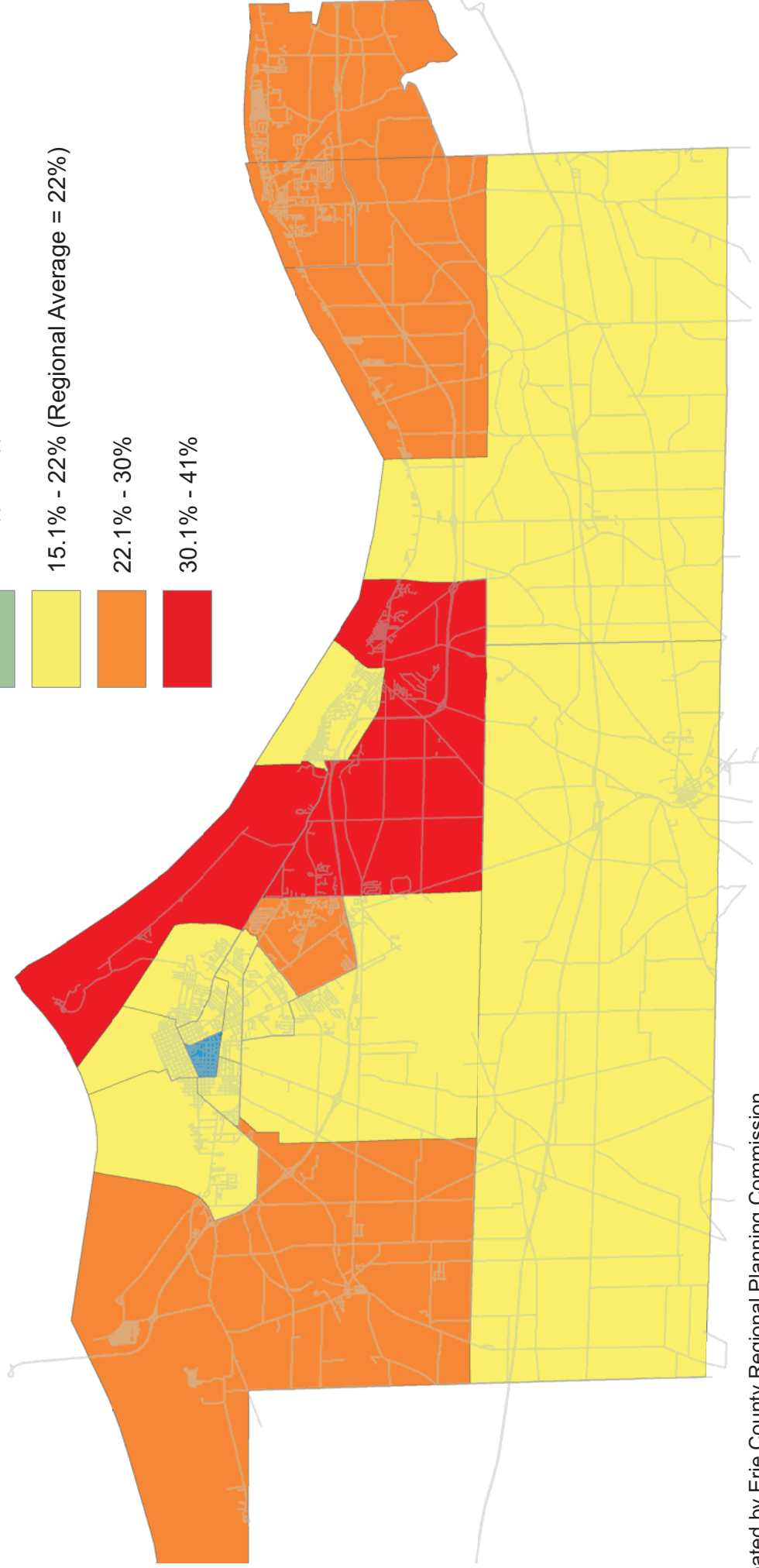
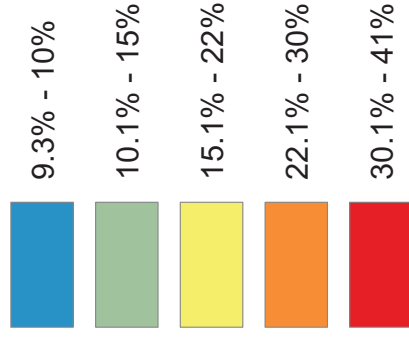
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Percent of Population 65 years and older

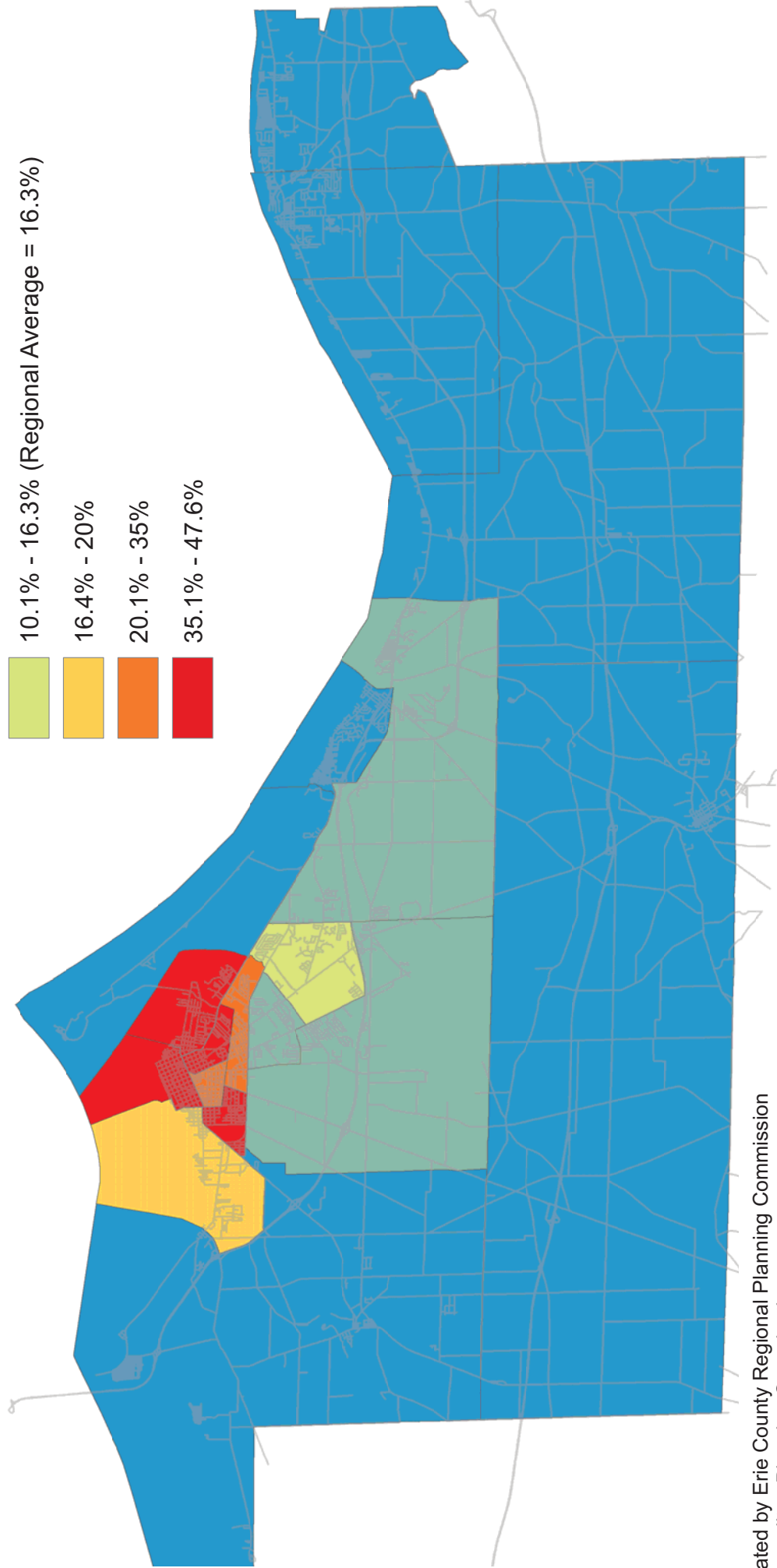
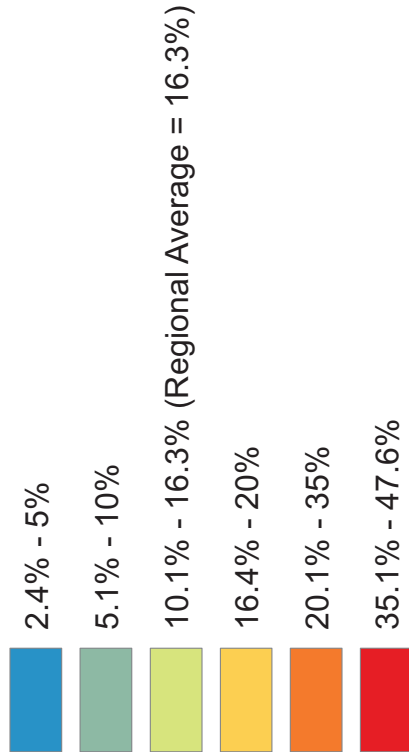
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Percent Minority Population

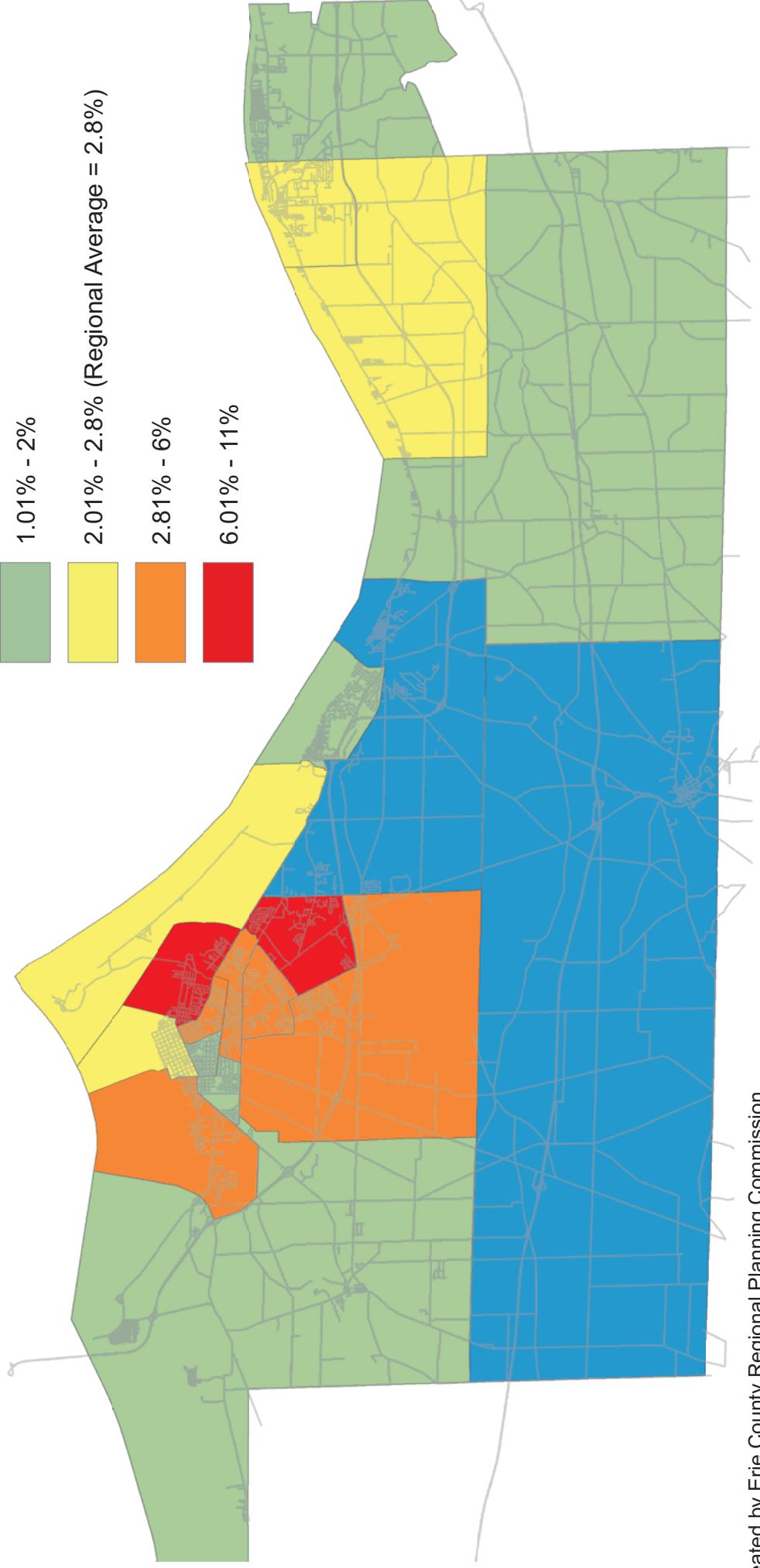
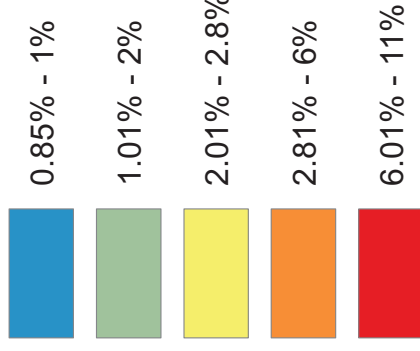
Legend

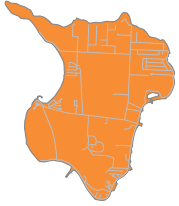
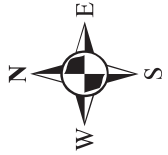




Percent of Population Limited English Proficiency

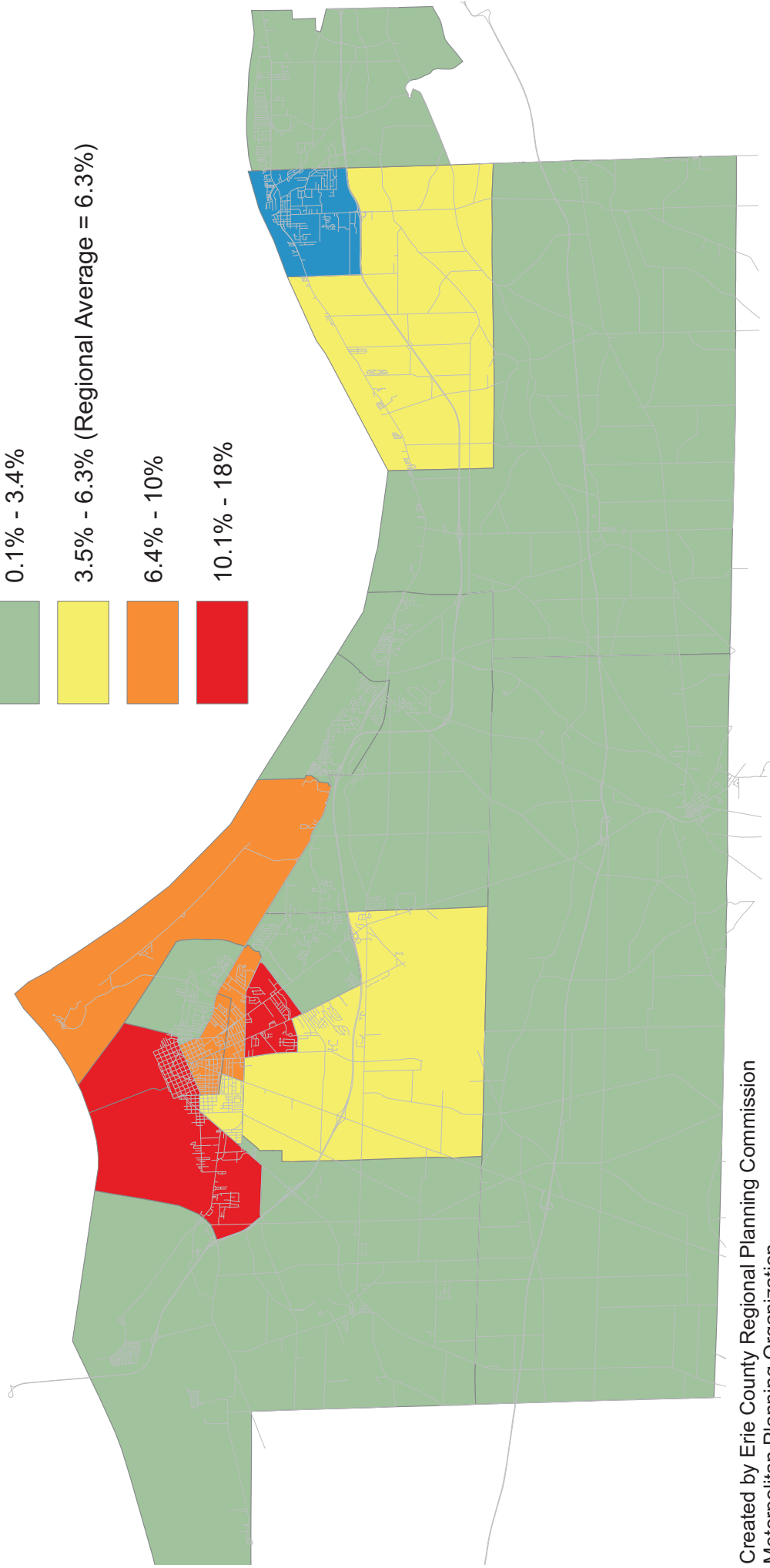
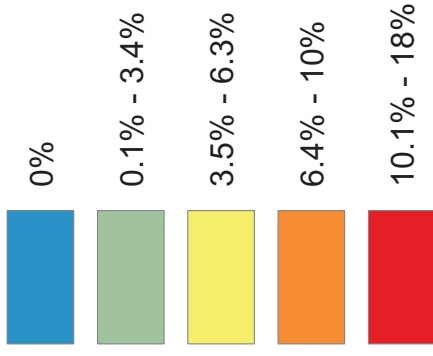
Legend





Percent of Housing Units with No Vehicle Available

Legend





TO: Mayor Artino and City Council
FROM: Matthew Lasko
RE: Resolution No. 21-2022
DATE: January 25, 2022

Subject Matter/Background

The City conducted extensive interviews for the positions of Service Director and Director of Operations from a great pool of qualified and capable candidates. Based on the results of those interviews, the City is proposing to combine the Director of Operations and Service Director positions into a singular position which will be titled "Service Director." The administration is proposing to hire Stuart Hamilton, currently the City of Sandusky's Director of Information Technology, as the new Service Director. This position will be responsible for overseeing Streets, Water Distribution and Filtration, Engineering, Information Technology, Huron Public Power and Capital Project Planning, among other duties. Because the Service Director is a chartered position, the appointment of Mr. Hamilton will require Council approval.

Financial Review

The 2022 Budget was approved with two full-time equivalents for two administrative level positions at a salary of \$100,000 each (\$200,000 total). During the interview process, the position of Service Director will serve in both capacities and assess the need of a second position at a lower salary. Therefore, the City will not expend more than the approved budget in 2022. The Service Director's personnel cost will be appropriately allocated among City funds, including the Electric Fund and General Fund.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement, a motion adopting Resolution 21-2022 is in order.

[Resolution No. 21-2022.docx](#)

RESOLUTION NO. 21-2022

Introduced by: Joe Dike

A RESOLUTION APPROVING THE APPOINTMENT OF STUART HAMILTON AS SERVICE DIRECTOR OF THE CITY OF HURON.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. The Huron City Council hereby approves the appointment of Stuart Hamilton as Huron Service Director pursuant to Article 5, Section 2 of the Huron City Charter, at an annual salary of \$108,000.00, plus benefits.

SECTION 2: That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code.

SECTION 3: This Resolution shall be in full force and effect from and immediately following its adoption.

Monty Tapp, Mayor

ATTEST: _____
Clerk of Council

ADOPTED: _____