



To: Gahanna City Council
Jeremy VanMeter, Clerk of Council

From: Tom Komlanc, Director of Engineering
Kevin Schultz, Sr. Director of Operations
Mayor Laurie A. Jadwin

Cc: Priya D. Tamilarasan, Esq. City Attorney
Joann Bury, Director of Finance

Date: July 11, 2025

Re: Dept. of Engineering – Request for Council Action (July 21, 2025 COTW Meeting)

ACTION ITEMS

ACTION ITEM #1: 2022 SIDEWALK MAINTENANCE PROGRAM PUBLIC HEARING, ACCEPTANCE OF COST, AND INITIATING THE ASSESSMENT PROCESS

Construction activities have been completed on the 2022 Sidewalk Maintenance Program. The Sidewalk Program has been established in such a way that each property bears 50% of the cost for the remedial repairs made by the City along its given frontage. Pursuant to the provision of Gahanna Code Chapter 903 – “Construction, Maintenance, and Renewal of Pedestrian Facilities”, Section 903.4(a)(10) proscribes that a public hearing be held upon completion of the construction and maintenance activities for the purpose of hearing an assertions of “mistake of fact regarding the allocation of assessments.”

In further accordance with Section 903.4(a)(10)(A), property owners within the 2022 Sidewalk Maintenance Program Area have been provided with Notice of the Public Hearing through ordinary U.S. Mail, dated July 16, 2025, with the hearing date of Monday August 4. Notice also has been published on the City’s website, social media page, and in the public kiosk where legislation is generally accessible. In the Notice, property owners were also notified of the 50% cost share to be assessed to their property.

At the conclusion of the public hearing, Council “shall approve the actual field measured quantities and cost for these improvements,” as provided by the City Engineer, per Section 903.4(a)(10)(B). The property owner of record will then have thirty (30) days from the public hearing to pay in full. At the conclusion of the 30-day period, the Clerk shall certify the amount of such assessment, its effective date, and its rate of interest to the County Auditor for the addition to the tax duplicate of the properties affected by such assessment.

Based on the above, the Department of Engineering is respectfully requesting that Council adopt an Ordinance authorizing the City to levy assessment related to the 2022 Sidewalk Maintenance Program for work performed. As special assessments are due to the Franklin County Auditor’s Office on September 8, **Emergency** is requested for this Ordinance.



Requested Legislation and Funding

Legislation Needed: Ordinance
Emergency/Waiver: **Emergency**
Vendor Name: N/A
Vendor Address: N/A
Already Appropriated (Amounts & Accounts): N/A
Supplemental/Transfer (Amounts & Accounts): N/A

Attachments

ENG-ATT-2022 Sidewalk Program Owner-Cost Summary

Contract Approvals

- This item has been approved by the Mayor
- This item has been approved by the Director of Finance
- This item has been approved by the City Attorney

ACTION ITEM #2: 2024 SIDEWALK MAINTENANCE PROGRAM PUBLIC HEARING, ACCEPTANCE OF COST, AND INITIATING THE ASSESSMENT PROCESS

Construction activities have been completed on the 2024 Sidewalk Maintenance Program. The Sidewalk Program has been established in such a way that each property bears 50% of the cost for the remedial repairs made by the City along its given frontage. Pursuant to the provision of Gahanna Code Chapter 903 – “Construction, Maintenance, and Renewal of Pedestrian Facilities,” Section 903.4(a)(10) proscribes that a public hearing be held upon completion of the construction and maintenance activities for the purpose of hearing an assertions of “mistake of fact regarding the allocation of assessments.”

In further accordance with Section 903.4(a)(10)(A), property owners within the 2024 Sidewalk Maintenance Program Area have been provided with Notice of the Public Hearing through ordinary U.S. Mail, dated July 11, 2025, with the hearing date of Monday August 4. Notice also has been published on the City’s website, social media page, and in the public kiosk where legislation is generally accessible. In the Notice, property owners were also notified of the 50% cost share to be assessed to their property.

At the conclusion of the public hearing, Council “shall approve the actual field measured quantities and cost for these improvements,” as provided by the City Engineer, per Section 903.4(a)(10)(B). The property owner of record will then have thirty (30) days from the public hearing to pay in full. At the conclusion of the 30-day period, the Clerk shall certify the amount of such assessment, its effective date, and its rate of interest to the County Auditor for the addition to the tax duplicate of the properties affected by such assessment.

Based on the above, the Department of Engineering is respectfully requesting that Council adopt an Ordinance authorizing the City to levy assessment related to the 2024 Sidewalk Maintenance Program for work performed. As special assessments are due to the Franklin County Auditor’s



Office on September 8, **Emergency** is requested for this Ordinance.

Requested Legislation and Funding

Legislation Needed: Ordinance
Emergency/Waiver: **Emergency**
Vendor Name: N/A
Vendor Address: N/A
Already Appropriated (Amounts & Accounts): N/A
Supplemental/Transfer (Amounts & Accounts): N/A

Attachments

ENG-ATT-2024 Sidewalk Program Owner-Cost Summary

Contract Approvals

- This item has been approved by the Mayor
- This item has been approved by the Director of Finance
- This item has been approved by the City Attorney

ACTION ITEM #3: 2025 STREET REBUILD & SIDEWALK MAINTENANCE PROGRAM WITH WATERLINE REPLACEMENT ST-1116– PERMISSION TO BID

The 2025 Street Rebuild & Sidewalk Maintenance Program with Waterline Replacement (ST-1116) will consist of full depth replacement of the street and sidewalk facilities, ADA ramp replacements, and waterline replacement for Laura Drive, Heil Drive, and Rocky Fork Drive North. A map of streets and associated maintenance is attached for reference. The intent is to bid project this year for waterline work to begin later in the year and the road and sidewalk replacement to be completed in 2026.

The Administration is respectfully requesting permission to bid the 2025 Street Rebuild & Sidewalk Replacement Program with Waterline Replacement ST-1116.

Requested Legislation and Funding

Legislation Needed: Motion
Emergency/Waiver: None
Vendor Name: N/A
Vendor Address: N/A
Already Appropriated (Amounts & Accounts): N/A
Supplemental/Transfer (Amounts & Accounts): N/A

Attachments

ENG-ATT-ST-1116 2025 Street Rebuild and Waterline Program Map



Contract Approvals

- This item has been approved by the Mayor
- This item has been approved by the Director of Finance
- This item has been approved by the City Attorney

ACTION ITEM #4: TAYLOR ROAD WATER MAIN REPLACEMENT PROJECT TO BID

The Taylor Road Waterline Replacement project will include the installation and upsizing of approximately 3,500 lineal feet of water main along Taylor Road from Morrison Road to the Taylor Road booster station at Helmbright Road. Work for this project includes water main and hydrant replacement, sidewalk upgrades to ADA PROWAG compliance, and roadway rehabilitation of areas disturbed by the project.

A study completed by OHM revealed that the existing 12-inch water main on the west side of Helmbright Road is not adequately sized to carry the required flows for the growth and development within the zone. This leads to lower pressure being provided to the residents and businesses. This project will construct a 16-inch water main which will deliver the required pressure and flows to those citizens.

The Administration is respectfully requesting permission to bid the Taylor Road Waterline Replacement Project.

Requested Legislation and Funding

Legislation Needed:	Motion
Emergency/Waiver:	N/A
Vendor Name:	N/A
Vendor Address:	N/A
Already Appropriated (Amounts & Accounts):	N/A
Supplemental/Transfer (Amounts & Accounts):	N/A

Contract Approvals

- This item has been approved by the Mayor
- This item has been approved by the Director of Finance
- This item has been approved by the City Attorney