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**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:** October 3, 2025

**Re:** Dept. of Engineering – Request for Council Action (October 13, 2025 COTW Meeting)

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## ACTION ITEMS

### ACTION ITEM #1: CLOTTS ROAD AND SERRAN DRIVE SANITARY SEWER IMPROVEMENTS – PERMISSION TO BID

The Clotts Road and Serran Drive Sanitary Sewer Improvement Projects have been combined for design and construction purposes to maximize efficiencies and cost. This project will consist of replacing portions of the sanitary sewer mains that are in poor condition and that service both of these roads. A map depicting each of these project areas is attached for reference. The intent is to bid the project this year, for work to be completed in 2026.

The Administration is respectfully requesting permission to bid the Clotts Road (SA-1105) and Serran Drive (SA-1099) Sanitary Sewer Improvements.

#### 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

#### Attachments:

ENG-ATT CLOTTS ROAD & SERRAN DRIVE SANITARY SEWER IMPROVEMENT PLAN SET

#### Contract Approvals

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



## ACTION ITEM #2: ACCEPTANCE OF ACCESS EASEMENT FOR 135 SERRAN DRIVE

The City owns and operates the sanitary sewer infrastructure that is in the rear yard of 135 Serran Drive. This infrastructure is in need of maintenance that will require the City and its contractors to access the rear yard. Through the design process, it was discovered that the original subdivision plat did not depict an access easement through the 135 Serran property. This access easement would allow the City to access and maintain the sanitary sewer infrastructure.

The City is respectfully requesting an Ordinance accepting the access agreement to 135 Serran Drive. Upon acceptance, the easement will be recorded with the Office of the Franklin County Recorder.

### 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

### Attachments

ENG-ATT 135 SERRAN DRIVE ACCESS EASEMENT WITH EXHIBITS

### Contract Approvals

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

## ACTION ITEM #3: ACCEPTANCE OF SANITARY SEWER EASEMENT FOR 490 AND 495 CRESCENT CIRCLE

The City owns and operates the sanitary sewer infrastructure that run on the properties of 490 and 495 Crescent Circle, parcel ids 025-014183 and 025-014182. As part of the acceptance of this public infrastructure the City requires a Sanitary Sewer Easement be accepted and recorded on both properties. This easement would allow the City to access and maintain the public sanitary sewer infrastructure.

The City is respectfully requesting an Ordinance accepting the easement on 490 and 495 Crescent Circle, parcel ids 025-014183 and 025-014182. Upon acceptance, the easement will be recorded with the Franklin County Recorder.

### 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

Attachments

ENG-ATT ES01-0.071Ac-DESC-SIGNED  
ENG-ATT ES01&02-0.028 & 0.071Ac-EXH-SIGNED  
ENG-ATT ES02-0.028Ac-DESC-SIGNED

Contract Approvals

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

**ACTION ITEM #4: CRESCENT CIRCLE ACCEPTANCE OF PUBLIC SANITARY SEWER (SA-1113)**

The Department of Engineering is recommending and requesting Council's acceptance of the new sanitary sewer infrastructure located along Crescent Circle. The work is substantially complete with punch list items remaining that are actively being addressed. The City will hold retainage, bonding, etc., until final close out. The Crescent Circle sanitary sewer meets basic requirements for acceptance, as the system has passed all necessary inspections and testing.

The Administration is respectfully requesting an Ordinance accepting the public infrastructure related to Crescent Circle (SA-1113).

Requested Legislation and Funding:

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

Attachments

ENG-ATT CRESCENT CIRCLE MAP  
ENG-ATT CRESCENT CIRCLE SANITARY SEWER, REQUEST FOR ACCEPTANCE  
ENG-ATT CRESCENT CIRCLE SANITARY SEWER, SUBSTANTIAL COMPLETION ACCEPTANCE LETTER

Contract Approvals

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

**ACTION ITEM #5: AMENDMENT TO RES-0013-2025 2026 SIDEWALK MAINTENANCE PROGRAM  
AREA RESOLUTION OF NECESSITY**



The Department of Engineering previously received approval for the 2026 Sidewalk Maintenance Program Area. This program area defines the properties that will be part of Gahanna's Sidewalk Maintenance Program. After performing inspections and additional interdepartmental collaboration, the Department recommends that the 2026 Program Area be revised to the following streets:

Removing the following streets:

- ~~Caroway Blvd (Harrow Blvd to Helmbright Dr)~~
- ~~Crystal Cay Ct (Woodside Meadow Pl to end of court)~~
- ~~Moorfield Dr (Amfield Ct to Dunchurch Rd)~~
- ~~Pond Hollow Ln (Harrison Pond Dr S to Harrison Pond Dr N)~~
- ~~Woodside Meadow Pl (N Stygler Rd to end of court)~~

Adding the following streets:

- Hines Rd (McCutcheon Rd to Gahanna Highlands Dr)

The revised Program Area can be visualized on the attached map and listing of the properties. The revised 2026 Program Area includes 30 parcels.

Upon approval of the 2026 Sidewalk Maintenance Program Area, an inspection program will be completed for the purpose of maintaining those areas in a good and orderly state of repair to protect the health, safety, and welfare of the public. Property owners within the program area whose sidewalks are in need of repair or replacement will be mailed a notification indicating the sidewalk deficiencies found, the estimated cost to be assessed as part of the Sidewalk Maintenance Program, and information on how to opt-out of the Sidewalk Maintenance Program.

Based on the above, the Department of Engineering is requesting an amendment to RES-0013-2025 to revise the 2026 Sidewalk Maintenance Program Area.

#### Requested Legislation and Funding:

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

#### Attachments:

- ENG-ATT-2026 Sidewalk Maintenance Program – Owner Summary
- ENG-ATT 2026 Sidewalk Maintenance Program - Map

#### Contract Approvals:

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

#### **ACTION ITEM #6: 2026 URBAN PAVING SIDEWALK MAINTENANCE PROGRAM AREA**



## RESOLUTION OF NECESSITY

The Department of Engineering is seeking approval for the 2026 Urban Paving Sidewalk Maintenance Program area. The program area defines the properties that will be a part of Gahanna's maintenance program in preparation for future street maintenance repairs in collaboration with ODOT under the Urban Paving Program. Based on the limits of the street maintenance repairs, the Department identified the 2026 Urban Paving Program Area to include residential properties along the following streets:

- Hamilton Rd (corporate limit southern boundary to Granville St)
- Granville St (Hamilton Rd to Lincoln Circle E)

This Program Area can be visualized on the attached map. The Department also has provided a listing of each property within the area. The recommended 2026 Urban Paving Program Area includes 32 parcels.

Upon approval of the 2026 Urban Paving Sidewalk Maintenance Program Area, an inspection program will be completed for the purpose of maintaining those areas in a good and orderly state of repair to protect the health, safety, and welfare of the public. Property owners within the program area whose sidewalks are in need of repair or replacement will be mailed a notification indicating the sidewalk deficiencies found, the estimated cost to be assessed as part of the Sidewalk Maintenance Program, and information on how to opt-out of the Sidewalk Maintenance Program.

The Department of Engineering is requesting a Resolution of Necessity for the 2026 Urban Paving Sidewalk Maintenance Program Area.

### Requested Legislation and Funding:

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

### Attachments:

ENG-ATT-2026 URBAN PAVING SIDEWALK MAINTENANCE PROGRAM – OWNER SUMMARY  
ENG-ATT-2026 URBAN PAVING SIDEWALK MAINTENANCE PROGRAM - MAP

### Contract Approvals:

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

**ACTION ITEM #7: WHITE SWAN CT & EMBASSY CT STREET REBUILD AND WATERLINE REPLACEMENT ST-1120 – PERMISSION TO BID**



White Swan Ct. and Embassy Ct. are in need of street and waterline improvements. This project will consist of waterline replacement, asphalt resurfacing, spot full depth pavement repairs, curb replacement, sidewalk replacement, and ADA ramp replacements for the entire length of White Swan Ct. and Embassy Ct. A map depicting this project areas is attached for reference. The intent is to bid the project this year, for work to be completed in 2026.

The Administration is respectfully requesting permission to bid White Swan Ct & Embassy Ct Street Rebuild and Waterline Replacement St-1120.

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

Attachments

ENG-ATT-ST-1120 WHITE SWAN CT & EMBASSY CT

Contract Approvals

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