



To: Gahanna City Council
Jeremy VanMeter, Clerk of Council

From: Hossein Naraghi, Director of Engineering
Kevin Schultz, Senior Director of Operations
Mayor Laurie A. Jadwin

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

Date: July 1, 2026

Re: Dept. of Engineering – Request for Council Action (July 6, 2026 COTW Meeting)

ACTION ITEMS

ACTION ITEM #1: 2025 SIDEWALK MAINTENANCE PROGRAM PUBLIC HEARING, ACCEPTANCE OF COST, AND INITIATION OF THE ASSESSMENT PROCESS

Construction activities have been completed on the 2025 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 assertion of "mistake of fact regarding the allocation of assessments."

In further accordance with Section 903.4(a)(10)(A), property owners within the 2025 Sidewalk Maintenance Program Area have been provided with Notice of the Public Hearing through ordinary U.S. Mail, dated June 29, 2026, with the hearing date of Monday, July 20, 2026. 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 assessments related to the 2025 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:	N/A
Supplemental/Transfer:	N/A

Attachments

ENG-ATT 2025 Sidewalk Program Owner-Cost Summary

Approvals

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

ACTION ITEM #2: 2025 SIDEWALK MAINTENANCE LOOKBACK PROGRAM PUBLIC HEARING, ACCEPTANCE OF COST, AND INITIATION OF THE ASSESSMENT PROCESS

Construction activities have been completed on the 2025 Sidewalk Maintenance Lookback 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)(1 0)(A), property owners within the 2025 Sidewalk Maintenance Lookback Program area have been provided with Notice of the Public Hearing through ordinary U.S. Mail, dated June 29, 2026, with the hearing date of Monday, July 20, 2026. 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)(1 0)(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 assessments related to the 2025 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:	N/A
Supplemental/Transfer:	N/A

Attachments

ENG-ATT 2025 Sidewalk Lookback Program Owner-Cost Summary

Approvals

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

ACTION ITEM #3: HAMILTON ROAD URBAN PAVING (TR-26-02) – AWARD OF DESIGN CONTRACT

In early 2026, the City of Gahanna applied to the Ohio Department of Transportation’s Urban Paving Program (TR-26-02) to secure funding to repave portions of Hamilton Road. The City has been awarded funding to repave two sections of Hamilton Road totaling 1.1 miles in 2028.

The Engineering Department solicited design services from their prequalified vendor list. Two proposals were received and evaluated. The Glaus, Pyle, Schomer, Burns, and DeHaven Group (GPD) was selected as the City’s preferred vendor to perform the design work required to construct pavement resurfacing, curb and cutter improvements, and sidewalk replacement for the eligible portions of Hamilton Road.

A total of \$XXX,XXX.XX is required for this contract which includes a 10% contingency (\$XX,XXX.XX) to cover any unforeseen costs. Funding for this project was allocated and approved by Council in the 2026 Capital Budget and no additional funds are required.

The Administration respectfully requests and Ordinance authorizing the Mayor to enter into a contract with GPD Group for design and engineering services for the Hamilton Road Repaving Project. To allow the City to pursue further grant opportunities for this project, the City is requesting **Emergency and Waiver**.

Requested Legislation and Funding

Legislation Needed:	Ordinance
Emergency/Waiver:	Emergency & Waiver
Vendor Name:	Glaus, Pyle, Schomer, Burns & DeHaven
Vendor Address:	1801 WaterMark Dr. #210, Columbus, OH, 43215
Already Appropriated:	\$XXX,XXX.XX from 3250.6550. 5505
Supplemental/Transfer:	N/A



Attachments

ENG-ATT-2027 Urban Paving Agreement

Contract Approvals

- This item has been approved by the Mayor
- This item has been approved by the Director of Finance
- This item has been sent to the City Attorney for approval.