



TO: Members of Council
 Thomas R Kneeland, Mayor
 Shane Ewald, City Attorney

FROM: Robert Priestas, Director of Public Service and Engineering

DATE: February 01, 2019

RE: Report to Council, February 11, 2019

ACTION ITEM #1: AUCTION PROCEEDS SUPPLEMENTAL APPROPRIATION

When we created our current fleet program, we tried to design it to encourage efficient behaviors and discourage waste. One specific issue that had plagued us was what we refer to as “fleet creep.” One negative to fleet creep is when departments acquire equipment that requires regular preventive maintenance even though it is not often used and should actually be rented when needed.

In an effort to encourage each department to “right-size” their fleet, the fleet program includes the caveat that the proceeds from the sale of equipment would be held for future equipment purchases by the department that sold the equipment. For this piece of the program to work, Council action is required to supplementally appropriate the money from the sale of equipment to the proper expense line items so that the funds can be encumbered and spent on future equipment. This action is performed on a quarterly basis. We are respectfully requesting supplemental appropriations for auction proceeds from 4th quarter 2018 (October – December).

Legislation Needed: Ordinance
 Emergency/Waiver: None
 Vendor Name: n/a
 Vendor Address: n/a
 Already Appropriated (Amounts & Accounts): n/a
 Supplemental/Transfer (Amounts & Accounts): see below

	Revenue Acct. No. <small>(where revenue is currently located)</small>	Expense Acct. No. <small>(where revenue needs appropriated)</small>	Total
General Fund (Parks)	101.140.4641	1011.1420.5511	\$10,659
General Fund (Police)	101.140.4641	1011.0110.5510	\$9,350

ACTION ITEM #2: INSURANCE CLAIM PROCEEDS SUPPLEMENTAL APPROPRIATION

When damage occurs to City property (vehicle, streetlight, fire hydrant, etc) the repairs are paid out of our current appropriations. Our appropriations are tight and do not necessarily have enough money to cover damage from unforeseen accidents. When we receive the insurance payments, we ultimately want those funds to end up in the expense accounts that paid for the repairs. This action is performed on a quarterly basis. We are respectfully requesting supplemental appropriations for insurance claims proceeds from 4th



quarter 2018 (October – December).

Legislation Needed: Ordinance
 Emergency/Waiver: None
 Vendor Name: n/a
 Vendor Address: n/a
 Already Appropriated (Amounts & Accounts): n/a
 Supplemental/Transfer (Amounts & Accounts): see below

	Revenue Acct. No. (where revenue is currently located)	Expense Acct. No. (where revenue needs appropriated)	Total
General Fund (Streetlights)	101.141.4634	1011.1400.5220	\$5,544
General Fund (Vehicle Repairs - All Depts)	101.141.4634	1011.1420.5306	\$1,385
Water Fund (General Repairs)	651.350.4634	6511.1000.5300	\$475

ACTION ITEM #3: WATER METER PROCEEDS SUPPLEMENTAL APPROPRIATION

For each new build/new development the City charges developers a water meter fee. The City also charges a water meter fee for replacement meters (ie: frozen meters), purchase of a new sewer adjustment meters (SAMs), etc. This fee reimburses the City the cost of purchasing the new water meters that are required to be installed. When we receive reimbursement for such fees, we ultimately want those funds to end up in the expense accounts that paid for the new water meters. This action is performed on a quarterly basis. We are respectfully requesting supplemental appropriations for water meter proceeds from 4th quarter 2018 (October – December).

Legislation Needed: Ordinance
 Emergency/Waiver: None
 Vendor Name: n/a
 Vendor Address: n/a
 Already Appropriated (Amounts & Accounts): n/a
 Supplemental/Transfer (Amounts & Accounts): see below

	Revenue Acct. No. (where revenue is currently located)	Expense Acct. No. (where revenue needs appropriated)	Total
Water Fund (Meters)	651.350.4405	6511.1000.5300	\$17,788

ACTION ITEM #4: MOSQUITO MANAGEMENT CONTRACT

Franklin County Public Health handles mosquito management for the City of Gahanna through a separate contract with a third-party vendor. The contract has two components: disease mosquito management and floodwater/nuisance mosquito management. Disease mosquito management includes larviciding, mosquito trapping, West Nile Virus testing, Rapid Analyte Measurement Platform RAMP testing,



adulticiding (spraying), barrier or special event treatments, service requests (complaint investigation) and public education. Floodwater/nuisance mosquito management includes adulticiding (spraying) nuisance mosquitoes that are not necessarily disease carrying but are typically associated with floodwater events or other conditions that can have an adverse impact on the community and quality of life.

Franklin County Public Health obtains proposals for mosquito management for the multiple jurisdictions that participate in the program. After evaluation of all the proposals, Franklin County Public Health has awarded the contract to Clarke Environmental Mosquito Management Inc. The contract term is for three (3) years, commencing January 1, 2019 and ending December 31, 2021, with the provision for two (2) separate renewals of one (1) year each. The annual not-to-exceed cost for Gahanna is \$22,443.93. This price is based upon an estimated number of storm drains/catch basins needing treated, number of traps and testing needed and the square footage of treatment areas. If we choose to exercise the renewals, the third-party vendor may request up to a 1.5% price or unit cost increase for each renewal period.

We are respectfully requesting legislation authorizing the Mayor to enter into this contract with Clarke Environmental Mosquito Management Inc for mosquito management. There will be sufficient funds appropriated in the 2019 budget to pay for this contract.

Legislation Needed: Ordinance

Emergency/Waiver: None

Vendor Name: Clarke Environmental Mosquito Management Inc

Vendor Address: 675 Sidwell Ct, St Charles, IL 60174

Already Appropriated (Amounts & Accounts): \$22,443.93 from 1011.0120.5205

Supplemental/Transfer (Amounts & Accounts): None

ACTION ITEM #5: NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORMWATER WORKING AGREEMENT

There are certain Ohio EPA requirements the City must meet in order to be compliant with NPDES program and maintain the City's NPDES permit. These requirements revolve around meeting the permit's 6 minimum control measures: public outreach, public involvement, illicit discharge detection and elimination (IDDE), erosion and sedimentation control, post construction runoff and good housekeeping. In order to meet these measures and ultimately report the results to the Ohio EPA, the City partners with Franklin Soil and Water Conservation District (FSWCD). The term of the working agreement is for the year 2019 ending December 31, 2019. The cost is \$21,210.

We are respectfully requesting legislation authorizing the Mayor to enter into a working agreement with Franklin Soil and Water Conservation District (FSWCD) for NPDES stormwater compliance. There will be sufficient funds appropriated in the 2019 budget to pay for this contract.

Legislation Needed: Ordinance

Emergency/Waiver: None

Vendor Name: Franklin Soil and Water Conservation District

Vendor Address: 1404 Goodale Blvd, Suite 100, Columbus, OH 43212

Already Appropriated (Amounts & Accounts): \$21,210 from 6311.1000.5211



Supplemental/Transfer (Amounts & Accounts): None

ACTION ITEM #6: NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) IDDE WORKING AGREEMENT

There are certain Ohio EPA requirements the City must meet in order to be compliant with NPDES program and maintain the City's NPDES permit. These requirements revolve around meeting the permit's 6 minimum control measures: public outreach, public involvement, illicit discharge detection and elimination (IDDE), erosion and sedimentation control, post construction runoff and good housekeeping. In order to meet the specific control measure of illicit discharge detection and elimination (IDDE), the City partners with Franklin Soil and Water Conservation District (FSWCD) to continue to develop its dry weather screening outfall reconnaissance inventory of known outfall points, conduct mapping of household sewage treatment systems (HSTS) and perform on-site inventory and evaluation of suspected illicit discharge issues. The term of the working agreement is for the year 2019 ending December 31, 2019. The cost is \$11,720.

We are respectfully requesting legislation authorizing the Mayor to enter into a working agreement with Franklin Soil and Water Conservation District (FSWCD) for NPDES IDDE compliance. There will be sufficient funds appropriated in the 2019 budget to pay for this contract.

Legislation Needed: Ordinance

Emergency/Waiver: None

Vendor Name: Franklin Soil and Water Conservation District

Vendor Address: 1404 Goodale Blvd, Suite 100, Columbus, OH 43212

Already Appropriated (Amounts & Accounts): \$11,720 from 6611.1000.5211

Supplemental/Transfer (Amounts & Accounts): None

ACTION ITEM #7: 2019 STREET PROGRAM ST1064- PERMISSION TO BID

The 2019 Street Program will consist of asphalt resurfacing, crack sealing, including Detroit Street rebuilds on various streets. The annual street evaluation and rating has been done which identifies maintenance needs for the streets. The list of streets and associated maintenance is currently being developed. When this is complete, we will provide this list to council.

We are respectfully requesting permission to bid the 2019 Street Program and the Detroit Street Rebuild as a package.

Legislation Needed: Motion Resolution

Emergency/Waiver: None

Vendor Name: n/a

Vendor Address: n/a

Already Appropriated (Amounts & Accounts): n/a

Supplemental/Transfer (Amounts & Accounts): None



ACTION ITEM #8: HEIL DRIVE BRIDGE ST1047 – PROPERTY ACQUISITION

The bridge that carries Heil Drive over Sycamore Run is currently rated in poor condition and has been identified as needing replacement as part of our Bridge Replacement Program. The replacement project will require temporary easements from four property owners.

As previously authorized by SR-0003-2018 (Report to Council 8/13/2018), we are respectfully requesting to enter into a real estate purchase agreement, to sign all documents to acquire the property, and accept the deed for the property acquisitions needed for the Heil Drive Bridge replacement.

We are respectfully requesting legislation to enter into contracts with these four property owners for the necessary easement acquisition. Future legislation will be needed for the acceptance of the easements. (Billing Package & Exhibits Attached)

Legislation Needed: Ordinance

Emergency/Waiver: Waiver

Vendor Name: See below

Johnson Parcel 1-T - 270 Milan Dr, Gahanna, OH 43230: (\$1,760.00)

Hefner Parcel 2-T – 266 Heil Dr, Gahanna, OH 43230: (\$1,471.00)

Nelswonger Parcel 3-T – 251 Heil Dr, Gahanna, OH 43230: (\$300.00)

Stucky Parcel 4-T – 259 Heil Dr, Gahanna, OH 43230: (\$9,824.00)

Already Appropriated (Amounts & Accounts): Prior Year Funds - \$13,355.00 from 3250.6000.5500

Supplemental/Transfer (Amounts & Accounts): None

UPDATES

Rental Code Registration Status Update – Now that the permanent budget has passed for 2019, we wanted to provide an update on the status of the Rental Registration Code Implementation and Enforcement. Below are key items that have been completed to date to begin implementation of this code:

Code adoption by Council

Application Forms

Software changes and updates

Procedures

FAQ Sheet

HR has started the onboarding process for the first Rental Registration Code Enforcement Officer. The projected start date of the new Code Enforcement Officer is projected to be sometime at the beginning of April.