Minutes of Perrysburg Service Committee

Meeting Held August 28, 2024

CALL TO ORDER - 5:30 PM

The meeting was called to order at 5:30 by Chairperson Kerry Wellstein.

ROLL CALL

Committee members present were Kevin Fuller, Mark Weber, and Kerry Wellstein. Also present were Brian Thomas, City Engineer, Rob Ross, Service Director, and Joe Fawcett, City Administrator.

CITIZEN'S CONCERNS

None.

APPROVAL OF 7/24/24 MEETING MINUTES

There being no objections, the minutes of the July 24, 2024 meeting were approved.

ONE TIME STRATEGIC COMMUNITY INVESTMENTS GRANT

Mr. Fawcett informed the Committee that the City was awarded a one time strategic community investment grant in the amount of $200,000 for the downtown improvement project.

300 BLOCK MARKETING

Mr. Fawcett stated that a major point with the Downtown Improvement Project is how do we help residents and businesses navigate during construction, and how can we go outside of our comfort zone when it comes to marketing this. He said they thought it would be beneficial to approach one of our community partners, the Chamber, who has relationships with the businesses and the expertise with marketing. He said that part of the proposal submitted to City Council for this project allocated $25,000 for marketing and $400,000 for business grants. During the ad hoc committee meetings, the comments that came back were that $400,000 is a bit too much, and their recommendation was to reallocate some of those funds for marketing. Mr. Fawcett stated that the Chamber was willing and able to provide these services, and their proposal, which is a little shy of $55,000. was provided to the Committee. He said there would be no increase in the budget, some of the business grant dollars would be reallocated to marketing. Mr. Fuller stated that the proposal from the Chamber is actually a three year plan. Ms. Wellstein recused herself and spoke as a citizen from the podium. She stated that the ad hoc committee actually formed a marketing sub-committee, and the business owners wanted an increase in marketing to help the businesses survive during the revitalization. Mr. Weber agreed that information is so important, and we need this plan to keep the information flowing. The Committee agreed 2-0 to move this along to City Council. Ms. Wellstein abstained.

MUP/PARKING LOT SEALING

Mr. Ross requested approval of a contract with Perrysburg Asphalt in the amount of $45,625 for crack filling and sealcoating of the multi-use path at Fort Meigs/Roachton Road to Rivercrest Park, and the parking lots at Fire Station 39, the Department of Public Service, West Second Street, West Third Street, and the Hood Park lower lot. He said that the other quote received was from Jennite with a price of $50,343. He provided the Committee with a spreadsheet of the parking lots and multi-use paths. He said that he goes out every year and rates them, and they are on a four-year rotation. He asked that the legislation be approved as an emergency because the contractor is on hold for the first and second weeks of September. The Committee agreed 3-0 to move this along to City Council.

COMPREHENSIVE FEASIBILITY AND SPACE UTILIZATION STUDY PROPOSAL

Mr. Thomas requested approval of an agreement with the Collaborative in an amount not to exceed $188,500 for a comprehensive feasibility and space utilization study. He said that they did an RFQ and six firms responded. He said that one of the requirements is that there is a contractor on their team to verify estimates. He said they will look at our buildings, meet with departments, and look at our future needs. He said that they will provide floor plans and if they recommend modifications they will provide elevations, but this is just for a study and does not include design plans. Ms. Wellstein said she is not an expert, but this is a big price tag, and she wonders if we could do it in house. Mr. Thomas said that there are allowances for different aspects and those will be billed at an hourly rate so we won't necessarily be billed for the total amount. Ms. Wellstein asked if they feel that spending this money now would save us money in the future. Mr. Fawcett said that this will be a road map for building improvement projects going forward, and they will give us a conceptual design and dialed in budget numbers. Mr. Fuller asked about the breakdown for paying for this. Mr. Fawcett said that we allocated $100,000 in the general fund, and half will come from utilities. Mr. Weber asked if that will be the standard moving forward, and Mr. Fawcett said that would be his recommendation. The Committee agreed 3-0 to move this on to City Council.

BID RESULTS FOR MAUMEE RIVER MUP ORLEANS PARK EXTENSION

Mr. Thomas reported that a bid opening was held for the Maumee River multi-use path Orleans Park Extension. Three bids were received with the lowest bid coming from Weber Contracting in the amount of $839,757.50. Mr. Thomas said that he has not worked with this company before, but they do have experience doing a mutli-use path with piles foundation. Mr. Thomas said that they budgeted $700,000 for this project, but he spoke to the Finance Director and she said that the budget could absorb the overage but it would need to go to Finance Committee for approval of a budget adjustment. He said that he would still like to include a 10% contingency to keep this project moving. This would make the project total not to exceed $923,733.25. Mr. Weber asked if any preliminary work has been done. Mr. Thomas said that they walked it so there would be minimal tree removal and soil testing has been done. The Committee agreed 3-0 to send this to the Finance Committee.

PERMISSION TO APPLY FOR AN OPWC GRANT FOR THE RECONSTRUCTION OF INDIANA AVENUE FROM MULBERRY STREET TO FINDLAY STREET

Mr. Thomas requested permission to apply for an Ohio Public Works Commission grant for the reconstruction of the last section of Indiana Avenue from Mulberry to Findlay Street. He said this is just for two 11' lanes and does not include any bike lanes or multi-use path. He said it will match what's on either end. Mr. Weber asked if it will increase the weight limit for Indiana Avenue, and Mr. Thomas said they do not normally post weight limits, the signs just say no trucks. Mr. Thomas said these grants are very competitive, and points are maximized if you ask for $175,000 or less. He said we should find out in December if we are awarded the grant, and the earliest we could do it is July of 2025, but we have two years to do it, so construction would probably be in 2026. The Committee agreed 3-0 to move this along to City Council.

DRAFT CITY OF PERRYSBURG ACTIVE TRANSPORTATION PLAN

Mr. Thomas stated that the draft Active Transportation Plan was sent to the Committee for their review and comments. He said that it contains recommended projects that are separated by walking/intersection projects and biking projects. He said once the plan is finalized, we will be able to use it to apply for grants.

OTHER BUSINESS

Ms. Wellstein said that she received a complaint from a neighbor about the intersection of Second and Walnut, and they would like to see a four-way stop at that intersection. She also received a complaint about the alley behind Inside the Five, and she agreed that it looks bad. Ms. Wellstein said that she was asked if the Zip the Burg race was canceled because of the service fees and about a grant fund from the bed tax to cover the fees. Mr. Fawcett said that he heard participation was not as high as anticipated, and a police fee would have been required, but the Police Division worked with them on setting up the route to minimize the fees. Mr. Weber said that there was discussion in the past about lowering fees for major events. Mr. Fawcett said that the criteria for considering a reduction in the fees is that the event is free, but if there is alcohol involved, there would have to be police officers present. Ms. Wellstein complimented the Department of Public Service on the path to the river, she said it looks great.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:25 p.m.

Respectfully submitted,

Kerry Wellstein, Chairperson
Service Committee

The next meeting is scheduled for Wednesday, September 25, 2024.