

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
TO BE HELD ON TUESDAY, FEBRUARY 11, 2020
7:00 P.M.**

I. ROLL CALL OF MEMBERS

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES OF PRECEDING MEETINGS:

1. REGULAR CAUCUS MEETING HELD ON JANUARY 14, 2020.

IV. DISCUSSION:

1. PRESENTATION AND DEMONSTRATION FROM BROOK PARK RESIDENTS, RUSSELL AND DEBORAH HORNER, FOR THE INVENTION OF A NEW GAME CALLED 'BATTLE TOSS' - PER COUNCIL PRESIDENT VECCHIO.

2. PRESENTATION FROM RECREATION DIRECTOR ELLIOTT ON THE CITY'S PROPOSED CENTRAL PARK IDEA - PER COUNCIL PRESIDENT VECCHIO.

3. COUNCIL RULE 12 - PER COUNCIL PRESIDENT VECCHIO.

V. FINANCE COMMITTEE - CHAIRMAN, SCOTT:

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR REQUESTS FOR QUALIFICATIONS (RFQ) FOR GUARANTEED ENERGY PERFORMANCE CONTRACTORS FOR THE IMPLEMENTATION OF A GUARANTEED ENERGY CONSERVATION PROGRAM AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella

VI. LEGISLATIVE COMMITTEE - CHAIRMAN, MENCINI:

1. A RESOLUTION HONORING CRAIG JOHN MILLER OF BOY SCOUT TROOP 228 FOR ACHIEVING THE RANK OF EAGLE SCOUT AND DECLARING AN EMERGENCY. Introduced by Councilmembers Salvatore and Mencini.
2. AN ORDINANCE EXEMPTING RETAIL ESTABLISHMENTS IN THE CITY OF BROOK PARK FROM CUYAHOGA COUNTY'S DISPOSABLE BAG BAN, CHAPTER 1304 OF THE CUYAHOGA COUNTY CODE, AND DECLARING AN EMERGENCY. Introduced by Councilman Troyer.

VII. SERVICE COMMITTEE - CHAIRMAN, SALVATORE:

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A COMMUNITY COST-SHARE AGREEMENT BY AND BETWEEN THE NORTHEAST OHIO REGIONAL SEWER DISTRICT (NEORS) AND THE CITY OF BROOK PARK AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.

NOTE: EXECUTIVE SESSION - NEGOTIATIONS OF BARGAINING SESSIONS WITH PUBLIC EMPLOYEES CONCERNING COMPENSATION - PER COUNCIL PRESIDENT VECCHIO.

VII. ADJOURNMENT:

Posted 2/07/2020

P/C 12-19-19 Finance
CA PRIDE 12-3-19
1st R _____
2nd R _____
3rd R _____
B/C 12-3-19

CITY OF BROOK PARK, OHIO

ORDINANCE NO: _____

INTRODUCED BY: MAYOR GAMMELLA

AN ORDINANCE
AUTHORIZING THE MAYOR TO ADVERTISE FOR
REQUESTS FOR QUALIFICATIONS (RFQ) FOR
GUARANTEED ENERGY PERFORMANCE CONTRACTORS FOR THE
IMPLEMENTATION OF A GUARANTEED ENERGY CONSERVATION
PROGRAM, AND DECLARING AN EMERGENCY

WHEREAS, the Mayor and the Council desire to perform a feasibility study to identify projects that will reduce owning and operating costs for the City of Brook Park; and

WHEREAS, the Mayor and Council have been advised that an energy conservation program may provide funding that allows for guaranteed savings to the city maintenance and operating budgets to fund upgrades and modernization to infrastructure which is financed over a period of time;

WHEREAS, the City of Brook Park is requesting qualifications for the identification, design and implementation of energy efficiency improvements on a self-funding performance contracting basis at the Police-Fire Headquarters, Service Department Building, Fire Station #9, Building Department/Animal Control, John A. Poloyne Community Center (Aquatic) in accordance with Local Energy Conservation Act (House Bill 420); and

WHEREAS, the purpose for issuing this request is to identify and select a qualified provider, or energy services company, to perform the implementation of an energy savings performance contract; and

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Brook Park, State of Ohio, that:

SECTION 1: The Mayor is authorized and directed to advertise for Requests for Qualifications (RFQ) from qualified energy services performance contracting companies to perform energy efficiency solutions and related capital improvements city wide at

the Police-Fire Headquarters, Service Department Building, Fire Station #9, Building Department/Animal Control, John A. Poloyne Community Center (Aquatic) and through energy efficient solutions for fleet acquisition, fleet fuel sourcing and street lighting.

SECTION 2:

It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further reason to proceed to seek proposals for energy conservation program to reduce operating costs; therefore this Ordinance shall take effect and be in force immediately from and after its passage and approval by the Mayor.

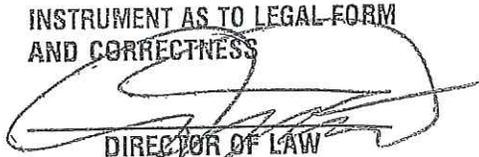
PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
Clerk of Council

APPROVED: _____
MAYOR

I HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS



DIRECTOR OF LAW

DATE

PIC /-dl ad legislative
CA 2-11-20
1st R _____
2nd R _____
3rd R _____
PIC _____

CITY OF BROOK PARK, OHIO

RESOLUTION NO. _____

INTRODUCED BY: COUNCILMAN SALVATORE + MENCIWI

A RESOLUTION
HONORING CRAIG JOHN MILLER OF BOY SCOUT TROOP 228
FOR ACHIEVING THE RANK OF EAGLE SCOUT,
AND DECLARING AN EMERGENCY

WHEREAS, the highest rank in the Boy Scouts of America is that of Eagle Scout; and

WHEREAS, the individual who receives the rank of Eagle Scout has exhibited commendable skill and dedication in service to his troop, his community, and his family; and

WHEREAS, this prestigious rank, bestowed only on those scouts showing exceptional aptitude and initiative in Scouting activities, is a testament to the perseverance and diligence in working to achieve set goals; and

WHEREAS, an Eagle Scout is known the world over for his unfailing adherence to the principles of trustworthiness, service and patriotism; and

WHEREAS, by his leadership, civic commitment, and initiative, the Eagle Scout demonstrates that he truly knows the meaning of good citizenship;

NOW THEREFORE BE IT RESOLVED, by the Council of the City of Brook Park, State of Ohio that:

SECTION 1: That the Mayor of the City of Brook Park, and all Members of Council do hereby honor, commend, and congratulate Craig John Miller of Troop 228 on attaining the rank of Eagle Scout and, furthermore express sincere admiration for the time and effort so admirably dedicated in order to achieve and advance the high ideals of Scouting.

SECTION 2: The Clerk of Council is hereby directed to forward a certified copy of this Resolution to Boy Scout Troop 228 and to Craig John Miller.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4: This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for further reason to honor Craig John Miller of Troop 228 for Achieving the Rank of Eagle Scout; therefore, provided this Resolution receives the affirmative vote of at least (5) members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
Clerk of Council

APPROVED: _____
MAYOR

DATE

I HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS



DIRECTOR OF LAW

710 2-11-20 *legislative*
CA 2-11-20
1st R _____
2nd R _____
3rd R _____

CITY OF BROOK PARK, OHIO

ORDINANCE NO: _____

INTRODUCED BY: COUNCILMAN TROYER

AN ORDINANCE
EXEMPTING RETAIL ESTABLISHMENTS IN THE CITY OF BROOK PARK FROM
CUYAHOGA COUNTY'S DISPOSABLE BAG BAN, CHAPTER 1304 OF THE
CUYAHOGA COUNTY CODE, AND DECLARING AN EMERGENCY

WHEREAS, the Cuyahoga County Council has enacted Chapter 1304 of the Cuyahoga County Code which prohibits the use of disposable plastic bags and non-permitted paper bags by retail establishments in Cuyahoga County beginning January 1, 2020; and

WHEREAS, our Council is in the best position to understand the needs of retail establishments located in Brook Park, including the financial burdens and economic factors that can challenge these establishments; moreover, this Council best understands the needs of Brook Park residents and the people who patronize Brook Park establishments; and

WHEREAS, the fact of the matter is that most of the disposable plastic bags are re-used by the residents of Brook Park; and

WHEREAS, Audrey's Outreach accepts re-usable plastic bags at its Holland Road location, and reuses donated bags during its pantries; and

WHEREAS, this Council intends to exempt Brook Park retail establishment from Chapter 1304 of the Cuyahoga County Code; and

WHEREAS, Council may create the City's own regulations to control the use of disposable bags by retail establishments in the City of Brook Park at a later date; and

WHEREAS, it is in interest of the community health, safety and welfare to exempt retail establishments within the City of Brook Park from Cuyahoga County Chapter 1304, pursuant to Ohio Revised Code Section 3796.29 and the Home Rule Powers conferred by Article XVIII, Section 3 of the Ohio Constitution.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Brook Park, State of Ohio, that:

SECTION 1: That, for the reasons stated in the preamble of this ordinance, retail establishments located in the City of Brook Park are exempt from Cuyahoga County's Disposable Bag Ban, Chapter 1304 of the Cuyahoga County Code.

SECTION 2: That the Brook Park City Council encourages donating any un-needed, clean and re-usable disposable plastic bags to Audrey's Outreach.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3: This ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and to exempt retail establishments from Cuyahoga County's Disposable Bag Ban, Chapter 1304 of the Cuyahoga County Code; provided this ordinance receives the affirmative vote of at least (5) members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: _____

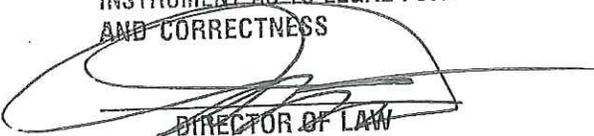
PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL

APPROVED: _____
MAYOR

I HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS

DATE


DIRECTOR OF LAW

PIC 1-21-20 SERVICE
CA _____
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2nd R _____
3rd R _____
4th R _____

CITY OF BROOK PARK, OHIO

ORDINANCE NO: _____

INTRODUCED BY: MAYOR GAMMELLA

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO
A COMMUNITY COST-SHARE AGREEMENT BY AND BETWEEN
THE NORTHEAST OHIO REGIONAL SEWER DISTRICT (NEORS)
AND THE CITY OF BROOK PARK,
AND DECLARING AN EMERGENCY

WHEREAS; The City of Brook Park entered into a regional Stormwater Management Program Service (SMP Service Agreement) as evidenced by Ordinance No. 10032-2016, passed August 2, 2016 and

WHEREAS, as a component of implementing a regional Stormwater Management Program a "Community Cost-Share Account" has been created; and

WHEREAS, the Community Cost-Share Account is to provide funding to assist the City of Brook Park with the District approved project; and

WHEREAS, the District supports the Community Cost-Share Stormwater MCM #6 Implementation Plan as a Community Cost-Share project proposed by the City of Brook Park; and

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Brook Park, State of Ohio, that:

SECTION 1: The Mayor is authorized and directed to execute on behalf of the Municipality a Community Cost-Share Stormwater MCM #6 Implementation Plan by and between the Northeast Ohio Regional Sewer District and the City of Brook Park, set forth in the Agreement attached hereto as Exhibit "I."

SECTION 2 The Mayor is authorized to advertise for bids and enter into a contract within the lowest and best bidder for the CSX Ditch Cleaning Project, ("Project") described in Exhibit "I."

SECTION 3: The Consulting City Engineer is authorized to provide the necessary professional services in order to complete the work and will be compensated as described in Exhibit "I."

SECTION 4: The money needed for the aforesaid transaction shall be paid from funds theretofore appropriated for said purposes.

SECTION 5: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 6: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and authorizing the Mayor to enter into an Agreement for a Community Cost-Share with Northeast Ohio Regional Sewer District; therefore, provided this ordinance receives the affirmative vote of at least five (5) members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
Clerk of Council

APPROVED: _____
MAYOR

I HEREBY APPROVE THE WITHIN
INSTRUMENT AS TO LEGAL FORM
AND CORRECTNESS

DATE


DIRECTOR OF LAW

**COMMUNITY COST-SHARE AGREEMENT
BY AND BETWEEN
THE NORTHEAST OHIO REGIONAL SEWER DISTRICT
AND
CITY OF BROOK PARK**

This Agreement is made and entered into this _____ day of _____, 20____, by and between the Northeast Ohio Regional Sewer District (District) acting pursuant to Resolution No. 114-13, adopted by the Board of Trustees of the District on May 16, 2013 (Exhibit "A"), and the City of Brook Park (City), acting pursuant to Ordinance/Resolution No. _____, adopted on _____, 20____ (Exhibit "B").

Recitals

WHEREAS, the District, as a component of implementing a regional stormwater management program, manages a financial account termed the "*Community Cost-Share Account*" that is for the aggregation and dissemination of funds derived from revenues collected from the Stormwater Fee; and

WHEREAS, the purpose of the *Community Cost-Share Account* is to provide funding to assist the City with District-approved projects through the Community Cost-Share Program; and

WHEREAS, the Community Cost-Share Program funds are used for construction, operation, and maintenance of the Local Stormwater System or Regional Stormwater System, including administrative costs directly associated with such projects as well as costs related to repair or upgrade; and

WHEREAS, the District supports the Community Cost-Share application for the CSX Ditch Cleaning project (the "Project") as a Community Cost-Share project proposed by the City; and

NOW THEREFORE, in consideration of the foregoing, the payment and the mutual promises contained in this Agreement, the parties agree as follows:

Article 1.0 City Obligations

- 1.1 The City agrees to perform as follows:
 - 1.1.1 Complete work as detailed in the District approved Community Cost-Share application. (Exhibit "C")
 - 1.1.2 Complete and submit Progress Reports when submitting Request for Payment as needed, or within 30 days of close of the Project, per Section 5.0 of the *Community Cost-Share Program Policy*.

- 1.1.3 Notify the City's Watershed Team Leader at least 7 business days prior to the start of the Project.
- 1.1.4 Meet with District staff when requested to review the Project status.
- 1.1.5 Submit requests for approval to modify the budget, deadline, deliverables, or other components of the Project to the City's Watershed Team Leader at least 30 business days prior to the desired date of execution of the modification.
- 1.2 Failure to meet any of the requirements listed in Article 1.1 may result in termination of this Agreement and reimbursement of disbursed funds to the District.

Article 2.0 District's Obligations

- 2.1 The District agrees to perform as follows:
 - 2.1.1. Allocate \$220,000.00 to the City for the Project from the City's *Community Cost-Share Account*.
 - 2.1.2. Provide reimbursement of funds up to \$220,000.00 to the City within 60 days of receipt of a complete Request for Payment from the City, detailing costs related to the Project.
 - 2.1.3. Timely review and approval or disapproval of requests to modify the budget, deadline, deliverables, or other components of the Project.
 - 2.1.4. Acknowledge the City in presentations or publications related to the Project.

Article 3.0 Dispute Resolution

- 3.01 The Parties shall continue the performance of their obligations under this Agreement notwithstanding the existence of a dispute.
- 3.02 The Parties shall first try to resolve the dispute at the level of the designated representatives as follows:

District Representative	City Representative
Watershed Team Leader	Service Director
Manager of Watershed Programs	

If the Parties are unable to resolve the dispute at that level within ten (10) working days, the Parties shall escalate the dispute to the following level to resolve the dispute:

District Representative	City Representative

Director of Watershed Programs	Mayor
--------------------------------	-------

- 3.03 If the Parties remain unable to resolve the dispute within an additional ten (10) working days, the Parties shall proceed to mediation upon request by either party. The mediator shall review all documents and written statements, in order to accurately and effectively resolve the dispute. The mediator shall call a meeting between the Parties within ten (10) working days after mediator appointment, which meeting shall be attended by at least the respective representatives listed in paragraph 3.02 above. The Parties shall attempt in good faith to resolve the dispute. The Parties agree to follow the Uniform Mediation Act, Chapter 2710 of the Ohio Revised Code. The Parties shall share the cost of the mediator equally.
- 3.04 Such mediation shall be non-binding between the Parties and, to the extent permitted by law, shall be kept confidential. If the dispute is resolved and settled through the mediation process, the decision will be implemented by a written agreement signed by both Parties. If the dispute is unable to be resolved through mediation, the Parties agree to submit the dispute to the appropriate jurisdiction as per Article 4, Remedies, below.

Article 4 **Remedies**

- 4.01 The Parties agree that, after exhausting the dispute resolution process outlined above, all claims, counter-claims, disputes and other matters in question between the Parties arising out of or relating to this Agreement, or the breach thereof, will be decided at law. This Agreement shall be governed by and interpreted according to the law of the State of Ohio.

Article 5 **Counterpart Signatures**

- 5.01 This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but which counterparts when taken together shall constitute one Agreement.

Article 6 **Governing Law**

- 6.01 The terms and provisions of this Agreement shall be construed under and governed by the laws of Ohio (to which all Parties hereto consent to venue and jurisdiction).

Article 7 **Disclaimer of Joint Venture**

- 7.01 This Agreement is not intended to create a joint venture, partnership or agency relationship between the Parties, and such joint venture, partnership, or agency relationship is specifically hereby disclaimed.

Article 8 **Authority to Execute**

- 8.01 Each person executing this Agreement represents and warrants that it is duly authorized

to execute this Agreement by the party on whose behalf it is so executing.

Article 9 **Exhibits**

The following exhibits are attached hereto and incorporated herein:

Exhibit "A" – District Resolution

Exhibit "B" – City Ordinance/Resolution

Exhibit "C" – District-Approved Community Cost Share Application

[remainder of page intentionally left blank]

The parties have executed this Agreement on the day and year first above written.

NORTHEAST OHIO REGIONAL SEWER DISTRICT

BY: _____
Kyle Dreyfuss-Wells
Chief Executive Officer

AND

BY: _____
Darnell Brown, President
Board of Trustees

CITY OF BROOK PARK

By: _____

Title: _____

The Legal Form and Correctness of this Instrument is hereby Approved:

CITY OF BROOK PARK

Assistant/Director of Law

This Instrument Prepared By:
Katarina K. Waag
Assistant General Counsel
Northeast Ohio Regional Sewer District

Each party agrees that this Agreement may be executed and distributed for signatures via email, and that the emailed signatures affixed by both parties to this Agreement shall have the same legal effect as if such signatures were in their originally written format.

CONTRACT NO.

NORTHEAST OHIO REGIONAL SEWER
DISTRICT

WITH

CITY OF BROOK PARK

FOR

COMMUNITY COST-SHARE PROJECT:
CSX DITCH CLEANING

Total Approximate Cost: \$220,000.00

The legal form and correctness of the within
instrument are hereby approved.

CHIEF LEGAL OFFICER

Date

CERTIFICATION

It is hereby certified that the amount required to meet the contract, agreement, obligation, payment or expenditure, for the above, has been lawfully appropriated or authorized or directed for such purpose and is in the Treasury or in process of collection to the credit of the fund free from any obligation or certification now outstanding.

CHIEF FINANCIAL OFFICER

Date

EXHIBIT A

NORTHEAST OHIO REGIONAL SEWER DISTRICT
RESOLUTION NO. 114-13

Authorizing the Executive Director to enter into Regional Stormwater Management Program Community Cost-Share Program Agreements with Member Communities.

WHEREAS, the Code of Regulations of the Northeast Ohio Regional Sewer District, Title V – Stormwater Management Code Chapter 9 outlines the Community Cost-Share Program developed to provide funds to District Member Communities for construction, operation and maintenance activities of community-specific stormwater management projects; and

WHEREAS, under the Community Cost-Share Program, 25% of the annual collected stormwater revenue from each Member Community will be held by the District in a Community Cost-Share account, whereby Communities, with review and approval by the District, through specific applications outlining the community-specific stormwater work to be performed can access reimbursement of their funds; and

WHEREAS, the District is seeking authority to enter into Regional Stormwater Management Program Community Cost-Share Program Agreements with Member Communities for the purpose of detailing and memorializing responsibilities of the District and Member Communities under specific applications to the Community Cost-Share Program;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTHEAST OHIO REGIONAL SEWER DISTRICT:

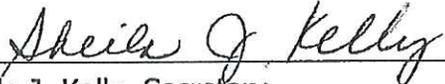
Section 1. That this Board finds that for the reasons stated in the preamble hereof it is in the best interests of the District to enter into Regional Stormwater Management Program Cost-Share Program Agreements with Member Communities to memorialize responsibilities of the District and Member Communities under specific applications to the Community Cost-Share Program.

Section 2. That this Board hereby authorizes the Executive Director to enter into Regional Stormwater Management Program Cost-Share Agreements with Member Communities to memorialize responsibilities of the District and Member Communities under specific applications to the Community Cost-Share Program under such terms and conditions that are satisfactory to the Director of Law and in the best interests of the District.

Section 3. That this Board authorizes the Executive Director to execute all documents and do all things necessary to effect the terms and conditions of the Stormwater Management Program Direct Billing Agreements with Member Communities.

Section 4. That this Board declares that all formal actions of the Board concerning and relating to the adoption of this resolution and that all deliberations of the Board and any of its committees that resulted in said formal action were conducted in meetings open to the public and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On motion of Mayor Starr seconded by Mr. O'Malley, the foregoing resolution was unanimously adopted on May 16, 2013.



Sheila J. Kelly, Secretary
Board of Trustees
Northeast Ohio Regional Sewer District

EXHIBIT B

(Insert Member Community
Ordinance/Resolution)

EXHIBIT C



**Community Cost-Share Program
APPLICATION**

Member Community Information

Community: City of Brook Park

Primary Project Contact: Randy Garner
(Name & Title) Service Director

Mailing Address: 19065 Holland Road
Brook Park, Ohio 44142

Phone Number: 216-433-7192

Email: rgarner@cityofbrookpark.com

Project Information

Project Title: CSX Ditch Cleaning

Address or Location of Project: Westerly Side of PPN 344-12-001
Brook Park, Ohio 44142

Project Start Date: January 13, 2020 (estimated)

Project End Date: August 14, 2020 (estimated)

Community Cost-Share Fund Request: \$220,000

Submission Date: October 31, 2019



Project Narrative

1) Project Summary (1,000 word maximum)

Describe the Project and include the following information, as applicable:

- Describe the Project and deliverables; provide a map if applicable
- Submit a deliverable worksheet listing tasks and deliverables with start dates and end dates for the significant benchmarks.
- List permitting requirements necessary to initiate and complete project and how the requirements will be met.

Project Description:

- Location: Westerly side of PPN 344-12-001 (between Hummel Road and Snow Road)
- Obtain Right of Entry from CSX Transportation for the needed survey information
- Obtain Work Agreements from adjacent property owners (as required)
- Clean and/or grade 3,400' of the existing ditch along the westerly side of the railroad tracks
- Re-establish positive drainage to alleviate standing water and improve drainage
- Installation of storm catch basins and conduit (to be determined)
- Tie-in of new catch basins to existing storm sewer system (to be determined)
- Associated landscape restoration work
- Location Map has been Included with the application

Deliverables:

- Authorization of Project by City Council - 12/17/19
- Secure Right-of-Entry from CSX for survey work - 02/12/20
- Complete Final Construction Plans and Bidding Documents - 03/31/20
- Issue plans to Contractors for Bids - 04/07/20
- Bid Proposals due - 04/21/20
- Issue Notice to Proceed - 06/02/20
- Start Construction - 07/13/20
- End Construction - 07/31/20

Permitting Requirements:

- CSX
- Temporary Work Agreements (to be determined)
- OEPA (to be determined)



*Community Cost-Share Program
Application*

2) Ability to Provide Long Term Maintenance (500 word maximum)

Describe the plans for long-term maintenance, addressing the following question:

- Who is responsible to provide on-going maintenance for the project and how will maintenance be ensured?
- Provide documentation of scheduled maintenance and operation for completed stormwater project(s).

The City will be responsible to schedule inspection and subsequent maintenance as needed. At least annually but more if needed, drainage structures will be inspected with the Service Department's Sewer Supervisor being responsible to keep charts and/or maps of these inspections and condition reports. In addition, Service Department workers can supplement these reports while they are out performing their regular duties and notice items of concern which they can pass on to the Supervisor for future work scheduling assignments.



*Community Cost-Share Program
Application*

3) Visibility and Public Outreach: (500 word maximum)

Public outreach is required if appropriate for your project.

- What audiences will be exposed to this Project (neighbors, students, community groups, general public)?

Informational literature will be distributed to residents that are adjacent to the ditch/work area advising them of appropriate manners to which yard waste and debris is to be disposed.



*Community Cost-Share Program
Application*

4) Budget Summary (500 words maximum)

The Budget Summary and Project Budget (*see page 3*) represent the Community Cost-Share Project components exclusively. Include details on the provider of all services such as design, engineering, construction management and materials including specific material cost, equipment, and hourly rate.

If an engineer's estimate is included with the application, indicate which line items are included in the Community Cost-Share Project application.

ESTIMATED COSTS:

CSX Permitting/Right of Entry = \$6,000 (O)

CSX/Utility Coordination = \$3,500 (PS)

Design Engineering/Surveying = \$15,000 (PS)

Legal Advertising = \$1,500 (O)

Construction Administration = \$9,000 (PS)

Construction Inspection = \$7,500 (PS)

Material Testing = \$2,500 (O)

Construction Contract = \$175,000 (S)

- Clearing and Grubbing
- 12" 707.45 Type B Conduit (300' - to be determined)
- ODOT 2-2B Catch Basin (2 each - to be determined)
- 6" Field Tee Connection (10 each - to be determined)
- Seeding and Mulching (Lump)
- Landscape Restoration (Lump)



*Community Cost-Share Program
Application*

Vendor Registration

Prior to submission, ensure that the Member Community is a registered vendor with the District. Vendor Registration can be done by accessing http://www.neorsd.org/isupplier_homepage.php and completing the New Vendor Registration. If unsure of the Member Community vendor status, by initiating the New Vendor Registration a message of active registration will appear if currently registered as a vendor.

Project Budget

Project Expenses	Community Cost-Share Expense	Line Item Description
Professional Services	\$35,000	Coordination/Design/Administration/Inspection (PS)
Personnel <i>(Member Community staff only)</i>		
Subcontract	\$175,000	Construction (S)
Equipment		
Materials		
Other	\$10,000	CSX Permitting/ROE, Advertising and Testing (O)
TOTAL	\$ 220,000	