

**City of Findlay
Engineering Department**



2017 Annual Report

City of Findlay

Lydia Mihalik, Mayor

ENGINEERING DEPARTMENT
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Paul E. Schmelzer, P.E.,P.S.
Safety Director

Brian A. Thomas, P.E.,P.S.
Service Director

**Honorable Lydia Mihalik
Mayor, City of Findlay**

January 31, 2018

RE: Engineering Department Annual Report for Calendar Year 2017

Honorable Mayor:

The City of Findlay Engineering Department has endeavored to provide citizens, developers, contractors, City departments, and other interested parties with the best service possible in regard to all of the following functions:

- Civil Engineering
- Project management
- Engineering records maintenance
- Infrastructure tracking
- Construction inspection
- Plan review
- Infrastructure planning
- Bonding, inspection, tracking of private development
- Contracting for City departments
- Utility/sidewalk permitting
- Address assignment
- GIS development
- Support for USACE Flood Feasibility Study
- Representation to numerous City Committees and Commissions
- Prevailing wage coordination
- Flood Hazard Mitigation
- City mapping
- Airport grant administration

The varied knowledge base, expertise and dedication of the Engineering Department staff make the provision of these services possible. The knowledge of our staff is truly our greatest asset, essential to maintaining cost effective and efficient service. With the support of the Administration, the Department hired a new Project Coordinator to fill a vacancy created by a resignation during 2017. During the year, the City Engineer also assumed the role of Director of Public Service and will continue that role in 2018. The Department had 7 full time employees, listed below for 2017:

Amanda Mooney	Project Coordinator
Jeremy Kalb	Project Manager
Jeff Corbin	Construction Inspector
Greg Craven	Engineering Technician (GIS)
David Ohl	Records Administrator
Mitch Heacock	Inspector/MS4 coordinator
Brian Thomas	Director of Public Service/Acting City Engineer

Deidre Ramthun continues to assist the office on a part-time basis as an administrative assistant in addition to her duties with the Civil Service Commission.

The following pages contain the Annual Operations Summary listing detailed statistical information and summaries of the projects the Engineering Department has worked on.

Please do not hesitate to contact me with any questions you may have regarding this information or department operations in general.

Respectfully Submitted,

A handwritten signature in blue ink, consisting of a stylized 'B' followed by a long horizontal stroke that curves upwards at the end.

Brian A. Thomas, PE, PS, CPESC, CFM
Director of Public Service/Acting City Engineer

City Planning Commission (CPC)

The Engineering Department reviewed and made recommendations for the following submittals to the CPC; Twenty four (24) site plans, three (3) preliminary subdivision plats, five (5) final subdivision plats, seven (7) zoning amendments, four (4) special use/home occupation requests, three (3) conditional use applications and eight (8) street or alley vacations.

Development Inspections

Engineering staff provided inspection and oversight for improvements that impact the City's infrastructure on the following projects; Villas at Hunters Creek 1st Addition, Falcon Gate – Hickory Lake, South Ridge Estates 3rd Addition, McLane Drive, Township Road 94 Sanitary Sewer and Waterline Extension, Woods at Hillcrest 8th Addition, King Court, and Davis Street Waterline.

Resurfacing 2017

Twenty (20) road sections totaling 10.12 lane miles in length were resurfaced and 5.16 miles of curb were replaced through the use of a contractor. Paving and milling costs totaled \$741,694.21. Curb, sidewalk and driveway replacements added \$722,987.35 to the final cost of \$1,464,681.56.

Resurfacing 2017 – ODOT Large City funding

Three (3) road sections totaling 7.75 lane miles in length were resurfaced and 1.75 miles of curb were replaced through the use of a contractor. Funding from the Ohio Department of Transportation (ODOT) provided 80% of the construction cost (\$661,085). The remaining 20% (\$165,271) was paid with City Permissive License funds. The City received \$14,690 from ODOT to help cover the expenses of construction inspection services that were provided by the City Inspectors.

Sewer Lining Program 2016

This annual program adds a plastic liner to sanitary sewers to prevent storm water and groundwater infiltration and to structurally rehabilitate deteriorating sewers. In 2016, approximately 410 feet of 8" sewer, 7,750 feet of 10" sewer, 1,805 feet of 12" sewer and 417 feet of 15" sewer was lined. The total length of sanitary sewer lined was approximately 10,382 feet. LiquiForce Services of Romulus, Michigan performed the work at a cost of \$366,310.

Sewer Cleaning Program 2017

This annual program inspects and cleans large diameter sanitary sewers. Similar to the previous year, there were not any large diameter sewers that needed cleaned, so the money was transferred to the Sewer Lining Program so that more sewers could be lined and a some sewer manholes could be lined.

West Hardin Street Sewer Separation

This project installed storm sewers on West Hardin street between Western Avenue and Liberty Street. Sewers varied in size from 8” to 18”. The total length of storm sewers installed was 1,192 feet. The contract was awarded to Hohenbrink Excavating of Findlay for a cost \$140,492. \$86,229 was funded through a grant from Ohio Public Works Commission and the remaining \$54,263 came from the City of Findlay’s Sewer Funds.

Central Avenue/Dayton Avenue Sewer Separation

This project installed storm sewers on Central Avenue and Dayton Avenue from Tiffin Avenue to Balsley Avenue. Sewers varied in size from 12” to 30”. The total length of storm sewers installed was 2,615 feet. The contract was awarded to JDR Excavating of Findlay for a cost \$338,862. \$252,633 was funded through a grant from Ohio Public Works Commission and the remaining \$86,229 came from the City of Findlay’s Sewer Funds.

McManness Avenue/McConnell Street Sewer Separation

This project installed storm sewers on McManness Avenue from Tiffin Avenue to Balsley Avenue and McConnell Street from McManness Avenue to Carnahan Avenue. Sewers varied in size from 12” to 18”. The total length of storm sewers installed was 1,565 feet. The contract was awarded to Hohenbrink Excavating of Findlay for a cost \$159,643.

Bliss Avenue/Elyria Street Waterline

This project involved the installation of 6” waterline on Elyria Street and Bliss Avenue. This project provided a loop between Elyria Street and Blaine Avenue. The total length of waterline installed as part of this project was approximately 794 feet. Great Lakes Demo Company of Vickery, Ohio completed the work at a cost of \$57,375.

Other Waterlines

There are six (6) waterlines that had construction started in 2017 but the projects will not be closed until sometime in 2018. These projects will be included in the 2018 Annual Report.

Emergency Sewer Repair – Lakeview Park Subdivision

There was an emergency sewer repair on a storm sewer in Lakeview Park Subdivision. The project was not closed in 2017 so that Engineering can make sure that the seeding does not need touched up in the spring. Since the project will be closed in 2018, it will be included in the 2018 Annual Report.

Traffic Signal Upgrades

Traffic signal upgrades are necessary to replace aging span wire systems and install modern traffic control equipment. In 2017, one intersection was bid but has not started construction due to a delay in getting the new poles and mast arms from the manufacturer. Since the work has not been completed, this project will be included in the 2018 annual report.

Traffic Sign Upgrades

The traffic signs on Tiffin Avenue between Blanchard Street and Bright Road were being supported by cables that extended from poles on each side of Tiffin Avenue. Over the years, these cables have had a tendency to break and fall onto the pavement causing a safety issue. In 2017, new poles with mast arms and signs were installed. The Contractor still needs to remove the existing poles, cable and signs but the new poles and signs are in place. Plans for this project were done in two (2) phases, but it was bid as a single project and awarded to a single contractor. The contract amount for the project was \$82,450 and the Contractor was National Light & Power Inc.

Key Performance Indicators (KPIs)

In 2017, Engineering continued to measure the Key Performance Indicators that were setup in 2016. These include:

- Project Cost Management – Looking at the percent of projects that were closed that were at or below the bid price
- Miles Paved – Tracking the number of lane miles that were paved during the year. Please note that this includes all paving done in the City (i.e. resurfacing project plus resurfacing ODOT large city funding plus paving done by the Street Department)
- Projects bid versus planned – Looking on a quarter by quarter basis at the number of projects that engineering would like to get out to bid versus the actual number that are bid.
- MS4 Compliance – Looking at the percentage of days that the City is in compliance with the MS4 requirements established by the Ohio Environmental Protection Agency.

The graphs showing the KPIs as they stand at the end of 2017 is included in this report.

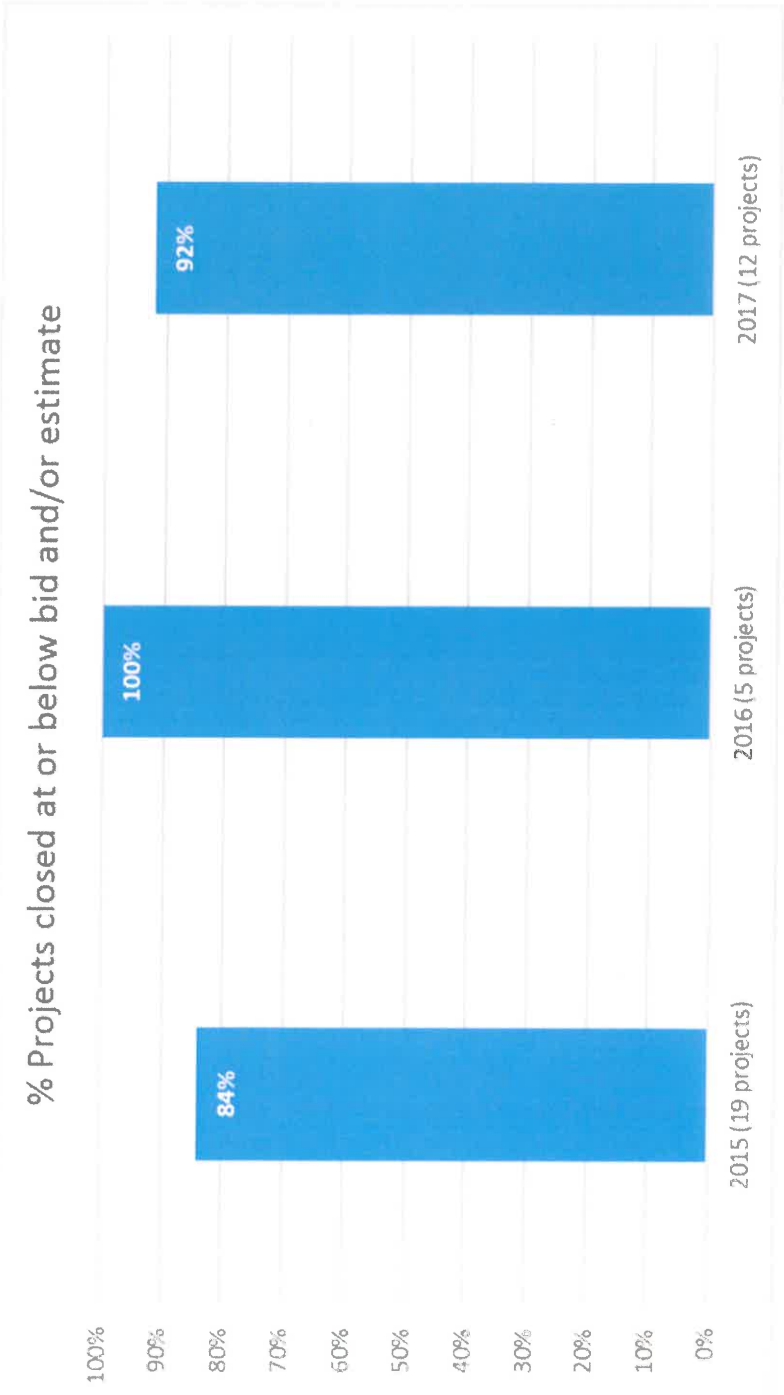
Planning for 2018

Final design and construction plans are scheduled for completion and construction is planned for the following projects in 2018:

- Upgrade GIS Software and start Enhancement of GIS
- ODOT Large City FY 18 Resurfacing
- Resurfacing 2018
- West Sandusky Street Waterline Replacement
- Concord Court Waterline Replacement

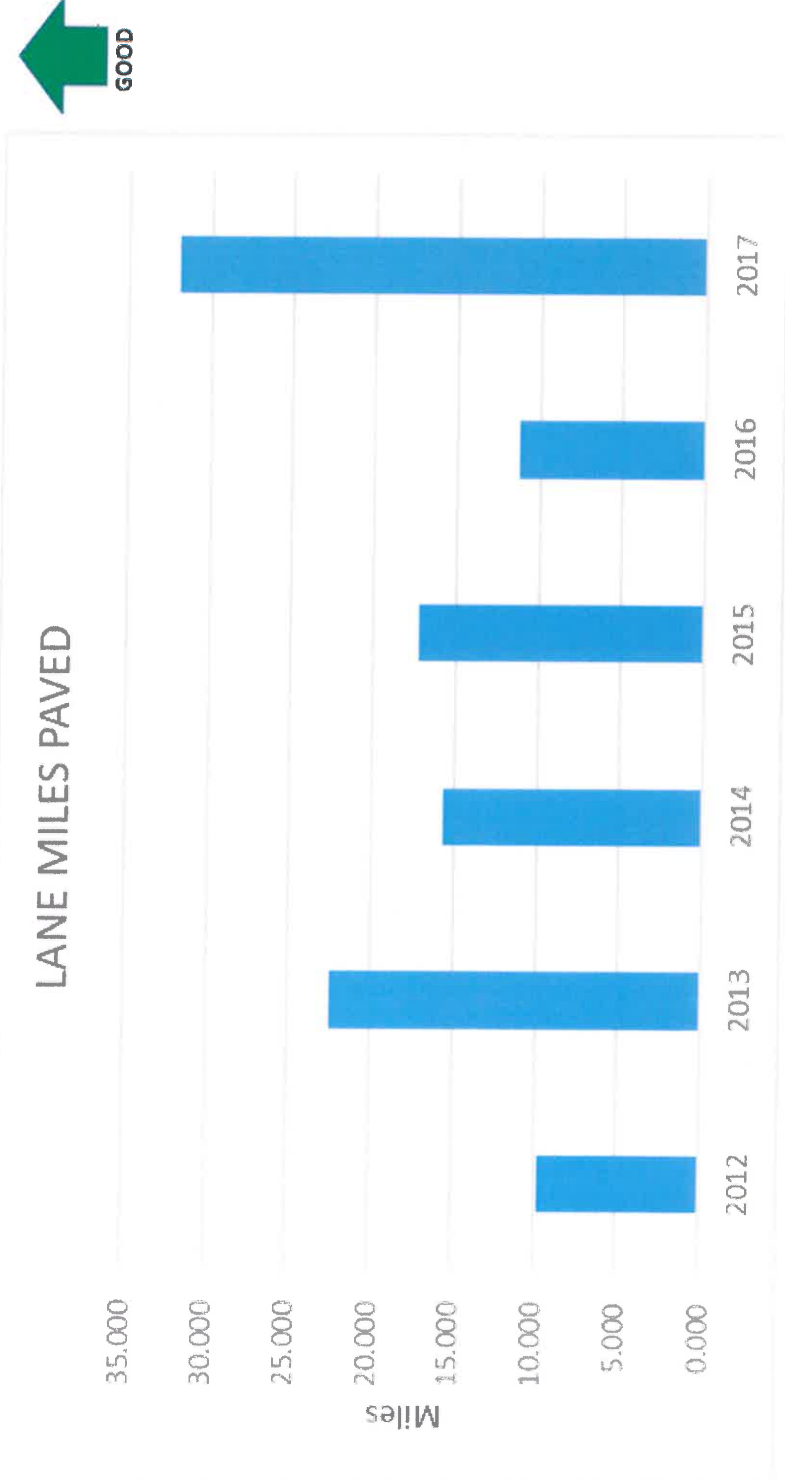
Milton Street Waterline Replacement
Summit Street Waterline Replacement
Merryweather Drive Waterline Replacement
Washington Avenue/Park Street Sanitary Sewer Improvements, Phase 1
Howard Street Improvements
Fishlock Avenue Improvements
Water Distribution System Prioritization and Ranking Project
Sanitary Sewer CCTV Project
Traffic Signal upgrades at:
 North Main Street/Center Street
 South Main Street/Front Street
 South Main Street/Hardin Street

Engineering KPI: Project Cost Management



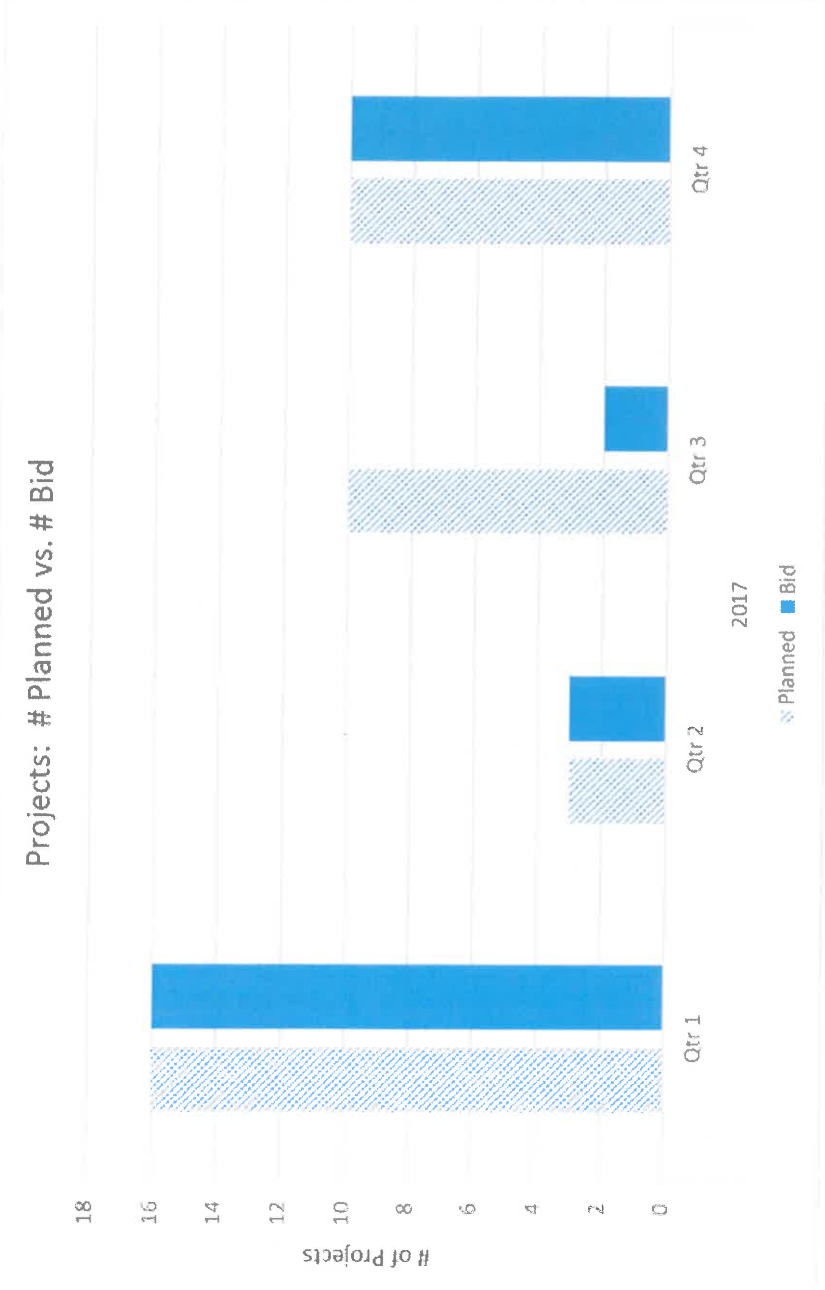
Data source: B. Thomas/Eng. Dept. Data

Engineering KPI: Miles Paved



Data source: B. Thomas/Eng. Dept. Data

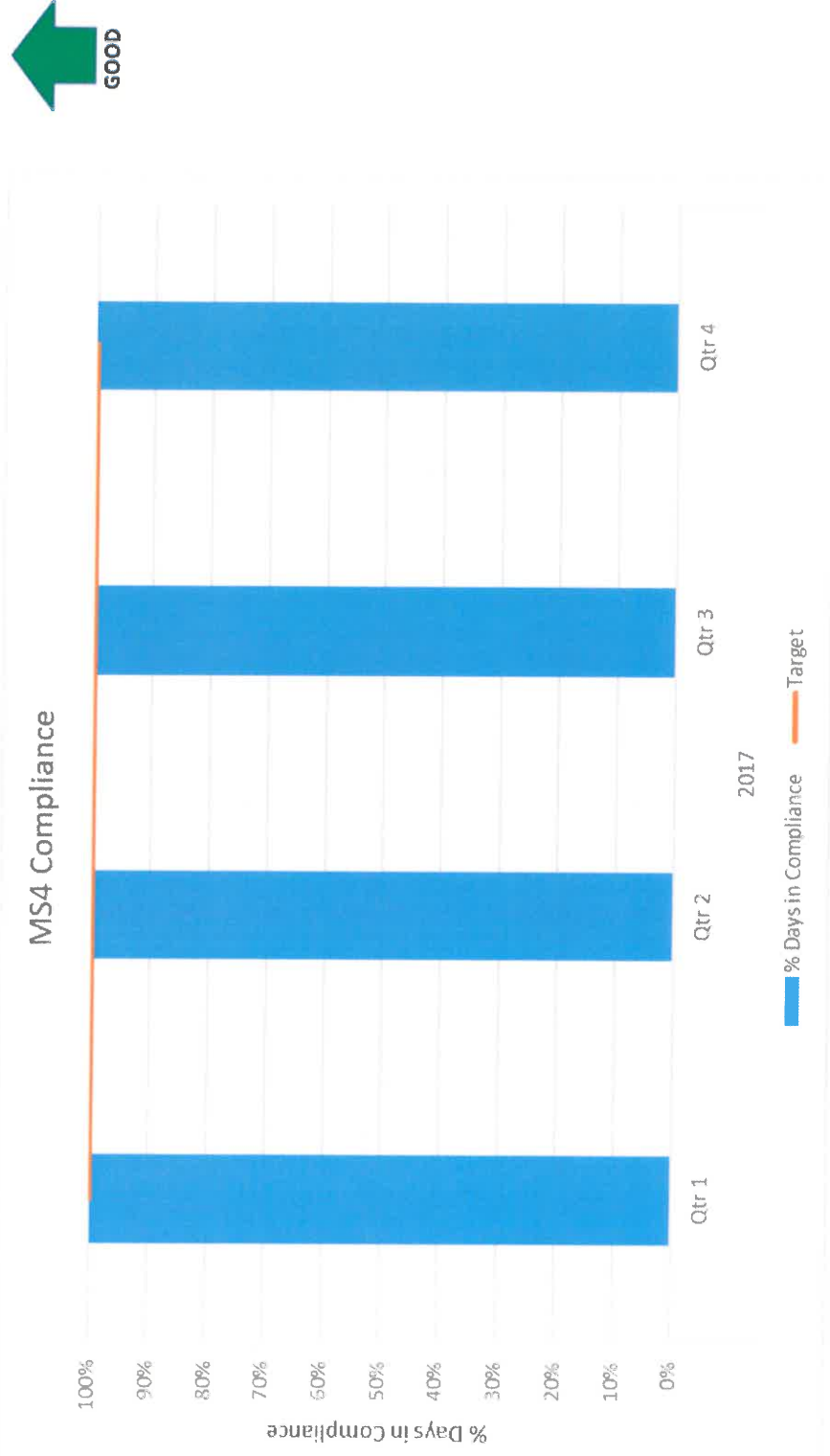
Engineering KPI: Projects Bid vs. Planned



This is to show productivity/activity on getting projects bid on a timely basis.

Data source: B. Thomas/Eng. Dept. Data

Engineering KPI: MS4 Compliance



**CITY OF FINDLAY
DEPARTMENT OF ENGINEERING**

**OPERATIONS SUMMARY
FOR THE YEAR OF 2017**

The following information is provided as a report of operations in the Engineering Department for the year 2017. Corresponding years 2015 and 2016 are shown for comparison.

NEW SANITARY SEWER

	<u>2017</u>	<u>2016</u>	<u>2015</u>
8" Force Main	0 LF	0 LF	0 LF
6" Force Main	0 LF	0 LF	1,130 LF
4" Force Main	0 LF	0 LF	-1,130 LF
6"	0 LF	0 LF	0 LF
8"	5,904 LF	5,028 LF	5,389 LF
10"	354 LF	1,954 LF	0 LF
12"	0 LF	2,287 LF	0 LF
15"	1,342 LF	0 LF	0 LF
18"	LF	0 LF	0 LF
TOTALS	<u>7,600 LF</u>	<u>9,269 LF</u>	<u>5,389 LF</u>

SANITARY SEWER PERMITS ISSUED

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Outside City	58	69	56
Inside City	62	82	71
TOTALS	<u>120</u>	<u>151</u>	<u>127</u>

SANITARY SEWER FEES COLLECTED

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Tap/Inspection Fees	\$13,395.00	\$13,605.00	\$11,236.00
Impact/Capacity Fees	\$161,828.00	\$243,819.00	\$123,414.00
Rotary Fees	\$76,172.00	\$37,573.00	\$0.00
	<u>\$251,395.00</u>	<u>\$294,997.00</u>	<u>\$134,650.00</u>

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DEPARTMENT OF ENGINEERING**

**OPERATIONS SUMMARY
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NEW STORM SEWER

	<u>2017</u>	<u>2016</u>	<u>2015</u>
6"	0 LF	0 LF	0 LF
8"	280 LF	0 LF	0 LF
10"	150 LF	176 LF	0 LF
12"	2,423 LF	502 LF	198 LF
15"	2,261 LF	1,083 LF	20 LF
18"	2,361 LF	410 LF	0 LF
21"	0 LF	0 LF	0 LF
24"	953 LF	468 LF	55 LF
27"	0 LF	0 LF	0 LF
30"	2,540 LF	0 LF	1,232 LF
36"	0 LF	0 LF	0 LF
42"	0 LF	0 LF	1,353 LF
48"	0 LF	0 LF	330 LF
54"	0 LF	0 LF	266 LF
60"	0 LF	0 LF	0 LF
84"	0 LF	0 LF	0 LF
TOTALS	<u>10,968 LF</u>	<u>2,639 LF</u>	<u>3,454 LF</u>

STORM SEWER PERMITS ISSUED

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Outside City	35	33	36
Inside City	58	51	49
TOTALS	<u>93</u>	<u>84</u>	<u>85</u>

STORM SEWER FEES COLLECTED

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Tap/Inspection Fees	\$7,630.00	\$6,825.00	\$7,000.00

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**OPERATIONS SUMMARY
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NEW WATERLINE

	<u>2017</u>	<u>2016</u>	<u>2015</u>
2"	865 LF	313 LF	(846) LF
6"	7,954 LF	3,243 LF	1,144 LF
8"	5,271 LF	8,623 LF	4,095 LF
10"	1,420 LF	0 LF	0 LF
12"	932 LF	1,668 LF	1,810 LF
16"	0 LF	0 LF	0 LF
20"	0 LF	1,930 LF	0 LF
24"	0 LF	2,320 LF	0 LF
30"	0 LF	0 LF	0 LF
36"	0 LF	0 LF	0 LF
TOTALS	<u>16,442 LF</u>	<u>18,097 LF</u>	<u>6,203 LF</u>

WATER SERVICE PERMITS ISSUED

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Outside City	54	73	61
Inside City	84	71	59
TOTALS	<u>138</u>	<u>144</u>	<u>120</u>

WATER FEES COLLECTED

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Tap/Meter Fees	\$134,225.00	\$143,550.00	\$123,900.00
Rotary Fees	\$24,828.00	\$20,526.00	\$2,420.00
TOTALS	<u>\$159,053.00</u>	<u>\$164,076.00</u>	<u>\$126,320.00</u>

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NEW PAVEMENT (HARD SURFACE WITH CURB)

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total(construction and annexations)	0.17 Miles	0.30 Miles	0.00 Miles

STREET RESURFACING

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total Increase	54,330 LF 10.29 Miles	25,648 LF 4.86 Miles	39,600 LF 7.50 Miles

CURB CUT PERMITS

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Permits Issued	92	66	62
Fees Collected	\$2,225.00	\$1,650.00	\$1,500.00

SIDEWALK PERMITS

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total Repaired	4595 LF	3267 LF	3681 LF
Total Constructed	4449 LF	4287 LF	946 LF
Permits Issued	105	98	106

ANNEXATIONS

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total Increase	0.000 Acres 0.000 Sq Mi.	0.172 Acres 0.000 Sq Mi.	28.651 Acres 0.045 Sq Mi.

**CITY OF FINDLAY
DEPARTMENT OF ENGINEERING**

**OPERATIONS SUMMARY
FOR THE YEAR OF 2017**

WATERLINES

Total through 2016	321.18 Miles
Constructed - 2017	3.48 Miles
Removed - 2017	0.00 Miles
TOTAL through 2017	324.66 Miles

SANITARY SEWERS

Total through 2016	299.28 Miles
Constructed - 2017	1.44 Miles
Removed - 2017	0.00 Miles
TOTAL through 2017	300.72 Miles

STREET RIGHT-OF-WAY AND PAVEMENT

Hard surface with curb through 2016	134.18 Miles
Hard surface without curb through 2016	61.25 Miles
TOTAL pavement through 2016	195.43 Miles
TOTAL Right-of-Way through 2016	195.05 Miles
Vacated -2017	
Hard surface with curb	0.00 Miles
Hard surface without curb	0.00 Miles
Right-of-way	0.56 Miles
Constructed - 2017	
Hard surface with curb	0.17 Miles
Hard surface without curb	0.00 Miles
Dedicated - 2017	
Right-of-way	0.17 Miles
Annexed - 2017	
Hard surface with curb	0.00 Miles
Hard surface without curb	0.00 Miles
Right-of-way	0.00 Miles
TOTAL Hard Surface with curb - 2017	134.35 Miles
TOTAL Hard Surface without curb - 2017	61.25 Miles
TOTAL Pavement through 2017	195.60 Miles
TOTAL Right-of-way through 2017	195.22 Miles

ANNEXATIONS

Total through 2016		20.1587 Sq. Miles
Annexations - 2017	0.000 Acres	0.0000 Sq. Miles
TOTAL through 2017		20.1587 Sq. Miles