

City of Willoughby Hills

Interoffice Memo

Date: June 5, 2014

To: Mayor Robert Weger and Members of City Council

From: Frank Brichacek, Director of Finance *FJB*

Subject: 2014 Operating Budget Revision -
Street Construction, Maintenance & Repair Fund 250 - 2508 Chagrin
Drive Drainage Project

This memorandum is a request an increase in the appropriation of the Street Construction, Maintenance & Repair Fund 250 of \$9,000, from \$971,900 to \$980,900, to provide additional funding for the installation of a catch basin and pipe to direct storm water flowing from the street to a drainage ditch across from 2508 Chagrin Drive. Currently there is no drainage on that side of the road and storm water from the street is flowing onto the property at 2508 Chagrin Drive which is the low point on the street. Street Superintendent Nate Catania has made application to the Lake County Stormwater Management Department for a grant to the City to fully finance this project.

In addition to the requested appropriation change, I will be requesting that the Lake County Budget Commission increase by \$9,000 the estimated resources of the Street Construction, Maintenance & Repair Special Revenue Fund No. 250 once the City is notified that the grant has been awarded. If the grant is not awarded to the City, this project will not be undertaken.

The Street Superintendent has requested that the three reading rule be waived relative to this ordinance and that it be enacted on first reading due to the property damage that is caused each time flooding occurs.

If you have any questions regarding this appropriation change, do not hesitate to contact me. If you have any questions regarding the project itself, please contact Street Superintendent Nate Catania, City Engineer Pietro DiFranco or Mayor Robert Weger.

Attachment

C: Debbie Doles, Assistant Finance Director

Frank Brichacek

From: Nate Catania [natecatania@willoughbyhills-oh.gov]
Sent: Friday, May 23, 2014 10:33 AM
To: 'Robert Weger'
Cc: 'Frank Brichacek'; Finance@willoughbyhills-oh.gov; building@willoughbyhills-oh.gov
Subject: FW: Chagrin Drive drainage

Mayor, The following project should not wait 6 weeks plus 30 day's to be done. I am requesting we fund the work out of one of the Service Departments line items until we are reimbursed. This would be a good project for me to contract out since we are so busy and it is not that much money. If you approve I will get with Frank to fund the work.

From: Nate Catania [mailto:natecatania@willoughbyhills-oh.gov]
Sent: Friday, May 23, 2014 7:47 AM
To: 'Miller, Tim'
Cc: 'Robert Weger'; 'Frank Brichacek'; 'Finance@willoughbyhills-oh.gov'; 'building@willoughbyhills-oh.gov'
Subject: Chagrin Drive drainage

Tim,

I was called to the residence of Mr. Free at 2508 Chagrin Drive. His property is the low point of the road and there is virtually no drainage on that side of the road. I would like to install a catch basin and pipe to direct the water to a ditch across the street from him. The following is an estimate of the costs. I appreciate you consideration.

MATERIALS :

1 catch basin and casting
30' In. ft. drive culvert
24' In. ft. road crossover pipe
1 load of # 57 stone
Landscape topsoil, seed straw
Total material - \$ 2,372.00

CONTRACTOR LABOR AND MATERIALS :

3 person crew for 3 days
Mini excavator and dump truck
Total labor and equipment - \$ 4,500.00

CITY CREW REPLACE ASPHALT :

1 load asphalt
5 men for 3 hours
Total City labor and materials - \$ 2,072.00

TOTAL PROJECT - \$ 8,944.00

Thank you,
Nate Catania