

# CANTON CITY COUNCIL

**President** Kristen Bates Aylward

**Council At Large:**

James Babcock - **Asst. Majority Leader**  
Louis Giavasis  
Crystal Smith

**Mailing Address:**

218 Cleveland Ave. SW  
Canton, Ohio 44702  
(330) 489-3223  
[www.CantonOhio.gov](http://www.CantonOhio.gov)



**Ward Council Members:**

Greg Hawk, Ward 1  
Brenda Kimbrough, Ward 2  
Jason Scaglione, Ward 3  
Chris Smith, Ward 4  
Robert Fisher, Ward 5  
Jonathan Cooks, Ward 6  
John Mariol, Ward 7 - **Majority Leader**  
Richard Sacco, Ward 8  
Frank Morris, Ward 9

**Final Agenda**  
**July 1, 2024**  
**7:00 PM**

**Roll Call:** Eleven Members Present

**Motion to Excuse Members:** President Bates Aylward and Member Giavasis Absent

**Invocation:** Abdallah Masri

**Pledge of Allegiance:** Frank Morris, Ward 9 Council Member

**AGENDA CORRECTIONS & CHANGES:** (Suspended Rule 22A to add 1st Rdg O#27 - O#29; add 2nd Rdg O#30 & O#31; O#27, O#28, O#29 Adopted on 1st Rdg)

**PUBLIC HEARINGS:** None

**OLD BUSINESS:** None

**PUBLIC SPEAKS:** Janos Jalics and Eric Resnick asked for justice for Frank Tyson and, along with Abdallah Masri, Rev. Dr. Joyce Penfield and Brother Yaqub asked for a Ceasefire Resolution for the ongoing issues happening in Gaza. Brother Yaqub also spoke about peace. Mark Broulis and Tina Rhodes spoke about the Homeless Coffee Shop and how they want to see some change to the ongoing issues there. Destinee Jackson, Skylar Bruce, Kim Bell, and Sierra Mason spoke about ongoing policing issues and how they want to see big changes in the police department. Sierra Mason also asked that the charges be dropped against her. David Kerestes spoke about common sense and how houses in the community don't have insulation. Christian Bouz asked for information on how laws get passed in the community.

**INFORMAL RESOLUTIONS:**

1. Personnel Committee: Confirm reappt. of Jess Bennett to the Planning Committee commencing 7/1/24-12/21/28. - Adopted
  - 1A. Personnel Committee: Designation of Council staff position, Administrative Assistant V, to non-exempt status. - Adopted

## **COMMUNICATIONS:**

2. Req Funds for the City of Canton NIP 3 program.- Finance Director Crouse
3. Req passage of Ord under Chapter 1351, Permitting Alternative Methods of Servs. - Law Director Reese
4. Amend Chapter 151, Employment Provisions of Part one, Administrative Code. - Law Director Reese
5. Approve editing and inclusion of certain Ordinances adopted fr 8/8/23 to 6/17/24 to be incorporated into Canton Cod Ord; Auth to distribution copies of 2023-2024 city code supplement to public officials and public institutions free of charge, affix price of \$7.50 for the sale of same.- Law Director Reese
6. Amend Part Fifteen, Fire Prevention Code. - Law Director Reese
7. Auth Auditor to pay moral ob of \$1530.00 to Black, McCuskey, Souers, & Arbaugh for professional services rendered. - Law Director Reese
8. Req new D1, D2 permit for Culinary Creations LLC @ 3102 Tuscarawas St W, (Ward 3). - Liquor Control Div
9. Req D5, D6 stock permit for Blue Canton LLC @ 2234 W Tuscarawas St & Patio, (Ward 3). - Liquor Control Div
10. Req change to 24 full-time telecommunicators and eliminate classification for part-time telecommunicators. - Safety Director Perry
11. Auth Delinquent Board Up/Clean Up/Demolition charges. - Safety Director Perry
12. Req for Engineering Dept. Capital Projects funding and timing update. - Service Director Highman
13. Req for Wtr Dept. Management and Non-Bargaining Classifications Plan. (Addt'l Chief Chemist for Succession Planning)- Service Director Highman
14. Req leg for 2021 HOME ARP Programs. - Service Director Highman
15. Req for Citywide Fiber Network Project Update (Change Order No. 1, County Agreement Amend No. 1, Railroad License Fees, GIS, and Supp Approp). - Service Director Highman
- 15A. Req O#211/2024 reauth (Civic Center ARPA Project); emergency - Service Director Highman

## **FIRST READINGS:**

16. Amend Ordinance No. 282/2022 & 283/2022 to amend existing TIF Coop Disbursement agrmt with Canton Commerce Delvop, LLC; emergency. - Community & Economic Development Committee

17. Amend Chapt 1131; emergency. - Public Safety & Thoroughfares Committee **PUB HRG: 7/29/24 @ 7:00 PM**
18. Amend O#55/77, as amended; emergency. - Public Safety & Thoroughfares Committee **PUB HRG: 7/29/24 @ 7:01 PM**
19. Auth replat of Part of Outlot 701 & Part of Outlot 703, Ward 9 (Canton City Schools,316 30th St NW); emergency. - Public Safety & Thoroughfares Committee
20. Auth replat Part of Outlot 510 & Part of Outlot 642, Parcels 280036 & 280016, Ward 5 (Canton City Schools,2800 13th St SW); emergency. - Public Safety & Thoroughfares Committee
21. Auth replat of Outlot 374 & Part of Outlot 375, Parcels 209937 & 210876, Ward 9 (Anthony Gattuso, Boss Property Management LLC, 1837 19th St NE); emergency. - Public Safety & Thoroughfares Committee
22. Auth replant of Lots 17536 thru 17548, Lots 18139 thru 18146, Part of Lot 18138, & Part of Lots 18147, & Lots 30065 thru 30067, Parcels 231822 & 200427, Ward 9 (Anthony Gattuso, Boss Property Management LLC, 1727 19th St NE); emergency. - Public Safety & Thoroughfares Committee
23. Auth replat of Lots 29494, 29495, & 29496, Parcels 227041 & 241725, Ward 9 (Vivek Bagal & Linda Franci, 804 22nd St NE); emergency. - Public Safety & Thoroughfares Committee
24. Auth replat of Lots 22052 & 22053, Parcels 321151 & 231152, Ward 7 (Lawrence Chapman, Broadhead Properties LLC, 1422 25th St NW); emergency. - Public Safety & Thoroughfares Committee
25. Auth replat of Lot 3589 & Part of Lot 3590, Parcels 201434, 202959, 221477, Ward 4 (Habitat for Humanity, 2022 Tuscarawas St E); emergency. - Public Safety & Thoroughfares Committee .
26. Auth to accept \$42,125.00 fr OFC of Criminal Justice Servs, State of OH Violet Crimes Reduction Grant; Enter contract for equip perch; amend O#61/2024; emergency. - Finance Committee

**(Council recessed at 7:58 PM for Public Safety & Thoroughfares Committee, Finance Committee, Public Property & Capital Improvement and Finance Committees to discuss O#27 thru O#29; reconvened at 8:07 PM)**

27. **121/2024** Auth contracts for 6th St NW & Court Ave NW Utilities & Streetscape Projects; Auth Auditor to pay all moral ob for contact change orders; Amend approp O#61/2024; emergency. - Public Safety & Thoroughfares Committee\*
28. **122/2024** Auth to purch Parcel no. 10006390 (Supp Approp fr 2175 Comprehensive Plan Implement Fund to 2175 203001 Civic Center - Administration - Other); emergency. - Finance Committee\*

29. 123/2024 Reauth O#211/2023; emergency. - Public Property & Capital Improvement & Finance Committee\*

**\*Ordinances and Formal Resolutions for First Reading Vote**

**SECOND READINGS: (SUSPEND RULE 22A TO ADD 2ND RDG O#30 - O#31)**

30. Adopt Alternative Tax Budget For Fiscal Year Ending 12/31/25; emergency. - FIN
31. Auth to consent crack sealing on US-62 within City of Canton; emergency. - PS&T

**\*Ordinances and Formal Resolutions for Second Reading Vote**

**THIRD READINGS:**

32. 124/2024 Auth grant agrmts for Interior Renovation and Public Realm Programs; Amend approp O#61/2024; emergency (supp approp to General Gov't Support Admin)
33. 125/2024 Auth Change Order No. 3 with J.D. Williamson Construction CO., Inc; emergency
34. 126/2024 Auth Change Order No. 4 with S.E.T., Inc.; emergency
35. 127/2024 Auth approp of property pursuant to Ohio Revised Code, Chapter 719, GP 1131 Project; emergency.

**COMMITTEE MEETINGS:**

**Monday, July 15, 2024 in Council Chambers @ 6:15 PM**

Public Safety & Thoroughfares Committee  
Community & Economic Development Committee  
Finance Committee

**MISCELLANEOUS BUSINESS:** Member Kimbrough spoke about how great Centennial Plaza has been for the community and gave kudos to the Enrichment Program for their grand opening. Mayor Sherer ensured Member Smith that his team is not losing focus on our neighborhoods and that they are putting their best foot forward. He also invited Member Fisher to join him in a meeting with The Homeless Coffee Shop owner to talk about the ongoing concerns there and about the fireworks happening this Wednesday at the McKinley Monument. Service Director Highman echoed the Mayor on the Neighborhood Projects and how they are going to do better and benefit the community. He also congratulated Chris Hardesty on being honored as a 20 under 40 recipient. Member Chris Smith spoke about how she was not happy about the money that was being spent on upcoming events and how she does appreciate Centennial Plaza but does not like how long it takes for things to get done in the neighborhoods, and wishing things could speed up in moving forwards with the issues in the neighborhoods. Member Mariol spoke about how his family went and enjoyed one of the movie showings at Centennial Plaza and hopes to see many more in the future. Member Morris agreed with Member Smith on how projects in the neighborhoods seem to take a long time to get completed. He also thanked the Leader for allowing him to run the Council Meeting and how he enjoyed it.

**ADJOURNMENT: 8:25 PM**

**THE NEXT REGULAR COUNCIL MEETING: MONDAY, JULY 15, 2024 @ 7:00 PM**

711724  
CFZ  
FIN

THE  
CITY OF

**CANTON, OHIO**



**WILLIAM V. SHERER II, MAYOR**

June 20, 2024

Canton City Council  
Council Office  
Canton, Ohio 44702

**RE: City of Canton NIP 3 Program**

Dear Madame President and Honorable Members:

The City of Canton has been involved in property demolition programs since 2012 when the State of Ohio started a program called Moving Ohio Forward. The Moving Ohio Forward program allowed the city to demo 492 blighted houses within the city. After the Moving Ohio Forward program ended, the State of Ohio started another demolition program called NIP (Neighborhood Initiative Program) to continue to deal with the demolition of blighted houses. In Phase 1 and 2 of the NIP program the City of Canton was able to demo over 300 houses. The City of Canton then became involved in Phase 3 of the NIP program and removed another 300 houses. The NIP 3 program has now come to an end and it is time to return the advanced dollars to the General Fund. The initial advance into the NIP 3 program was \$200,000. The remaining balance in the NIP 3 fund is \$180,577.21, so that is the amount that will be returned to the General Fund since the program has now ended.

Therefore, I hereby request legislation which does the following:

1. Amend Appropriation Ordinance No. 61/2024 with the following supplemental appropriation and inter-fund advance repayment:

Supplemental Appropriation

FROM: Unappropriated Balance of the 1155 NIP Acquisition Demo Fund	\$30,247.21
TO: 1155 101501 Code Enforcement Admin – Other	\$30,247.21

Inter-Fund Advance Repayment

FROM: 1155 NIP Acquisition Fund – Advance Repayment	\$180,577.21
TO: 1001 General Operating Fund – Advance Due Other Fund	\$180,577.21

2. Declares this ordinance to be an emergency measure.



Please do not hesitate to contact me if you have any questions.  
Sincerely,

A handwritten signature in black ink, appearing to read "Mark A. Crouse". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Mark A Crouse  
Finance Director

cc: William V. Sherer, II, Mayor  
John Highman, Director of Public Service  
Jason Reese, Law Director  
John Slebodnik, Chief Deputy Auditor

7/11/24  
CT3  
JUD



**CANTON LAW DEPARTMENT**  
CITY HALL - 7TH FLOOR  
218 CLEVELAND AVE. S.W., P.O. BOX 24218  
CANTON, OHIO 44701-4218  
FACSIMILE (330) 489-3374

**JASON P. REESE**  
LAW DIRECTOR

**CIVIL DIVISION**  
(330) 489-3251

Kevin R. L'Hommedieu  
*Chief Counsel*

June 27, 2024

Vivianne Whalen Duffrin  
*Deputy Chief Counsel*

Craig E. Chessler  
Tyrone D. Hauritz  
Richard A. Nicodemo  
Phillip D. Schandel  
Carrie D'Andrea  
*Assistant Law Directors*

City Council  
Canton, Ohio

Dear Madame President and Honorable Members of Council:

**CRIMINAL DIVISION**  
(330) 489-3395

Katie Erchick Gilbert  
*City Prosecutor*

The purpose of this communication is to ask you to consider and authorize passage of an ordinance under Chapter 1351 permitting alternative methods of service by the Canton Building Department.

Kristina M. Lockwood  
*Chief Assistant Prosecutor*

I am requesting first reading passage of this ordinance to expedite passage to alleviate additional certified mail costs to be incurred to the Building Department. Thank you for your consideration.

Elise N. Hamilton  
*Senior Trial Counsel*

Sincerely,

Kate M. Lukosavich  
*DV Prosecutor*

Jason P. Reese  
Law Director

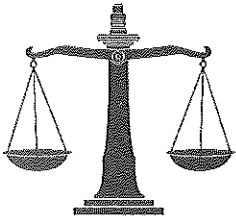
Carrie D'Andrea  
Richard A. Nicodemo  
*Building/Code Prosecutors*

Jonathan T. Cope  
Luke T. Hamilton  
*Assistant Prosecutors*

cc: Mayor  
Safety Director



7/11/24  
CJ 4  
JUD



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Carrie D'Andrea  
Richard A. Nicodemo  
*Building/Code Prosecutors*

Jonathan T. Cope  
Luke T. Hamilton  
*Assistant Prosecutors*

June 25, 2024

City Council  
Canton, Ohio

Dear Madame President and Honorable Members of Council:

The purpose of this communication is to ask you to authorize and consider amendments to Chapter 151, Employment Provisions of Part One, Administrative Code to update outdated language.

Thank you for your consideration.

Sincerely,

Jason P. Reese  
Law Director

- cc: Mayor
- Human Resources
- Auditor
- Treasurer
- Health Commissioner
- Safety Director
- Service Director
- Council President
- Civil Service

7/11/24  
CIS  
JUD



**CANTON LAW DEPARTMENT**  
CITY HALL - 7TH FLOOR  
218 CLEVELAND AVE. S.W., P.O. BOX 24218  
CANTON, OHIO 44701-4218  
FACSIMILE (330) 489-3374

**JASON P. REESE**  
LAW DIRECTOR

**CIVIL DIVISION**  
(330) 489-3251

Kevin R. L'Hommedieu  
*Chief Counsel*

June 24, 2024

Vivianne Whalen Duffrin  
*Deputy Chief Counsel*

Craig E. Chessler  
Tyrone D. Hauritz  
Richard A. Nicodemo  
Phillip D. Schandel  
Carrie D'Andrea  
*Assistant Law Directors*

City Council  
Canton, Ohio

Dear Mr. President and Honorable Members of Council:

**CRIMINAL DIVISION**  
(330) 489-3395

Katie Erchick Gilbert  
*City Prosecutor*

I am requesting authority to prepare an ordinance approving the editing and inclusion of certain ordinances adopted from August 8, 2023 through June 17, 2024, to be incorporated into the Codified Ordinances of the city of Canton.

Kristina M. Lockwood  
*Chief Assistant Prosecutor*

I am also requesting authority to submit a resolution authorizing the City Law Director to distribute, free of charge, to public officials and public institutions, copies of the 2024 Supplement to the Canton City Code and also to affix the price of \$7.50 for the sale of the 2024 Supplement to those holders of the Canton City Code.

Elise N. Hamilton  
*Senior Trial Counsel*

Kate M. Lukosavich  
*DV Prosecutor*

Sincerely,

Carrie D'Andrea  
Richard A. Nicodemo  
*Building/Code Prosecutors*

Jason P. Reese  
Law Director

Jonathan T. Cope  
Luke T. Hamilton  
*Assistant Prosecutors*

JPR/tk



**CANTON LAW DEPARTMENT**  
 CITY HALL - 7TH FLOOR  
 218 CLEVELAND AVE. S.W., P.O. BOX 24218  
 CANTON, OHIO 44701-4218  
 FACSIMILE (330) 489-3374

7/1/24  
 CIIW  
 JUD

**JASON P. REESE**  
 LAW DIRECTOR

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 (330) 489-3395

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*City Prosecutor*

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*Chief Assistant Prosecutor*

Elise N. Hamilton  
*Senior Trial Counsel*

Kate M. Lukosavich  
*DV Prosecutor*

Carrie D'Andrea  
 Richard A. Nicodemo  
*Building/Code Prosecutors*

Jonathan T. Cope  
 Luke T. Hamilton  
*Assistant Prosecutors*

June 25, 2024

City Council  
 Canton, Ohio

Dear Madame President and Honorable Members of Council:

The purpose of this communication is to ask you to authorize and favorably consider amendments to Part Fifteen, Fire Prevention Code to update various sections of the Fire Prevention Code. These changes are to include the removal of the BOCA National Fire Prevention Code, adding language to the Inspection Fees for clarification, setting a timeframe for permits being valid, increasing permit fee costs and changing which department will be receiving the permit fees, correcting a reference to the Ohio Fire Code, and updating recreational fires section.

Thank you for your consideration.

Sincerely,

Jason P. Reese  
 Law Director

cc: Mayor  
 Safety Director  
 Fire Chief

7/1/24  
C#7  
FIN



**CANTON LAW DEPARTMENT**  
CITY HALL - 7TH FLOOR  
218 CLEVELAND AVE. S.W., P.O. BOX 24218  
CANTON, OHIO 44701-4218  
FACSIMILE (330) 489-3374

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LAW DIRECTOR

**CIVIL DIVISION**  
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Richard A. Nicodemo  
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Carrie D'Andrea  
*Assistant Law Directors*

June 25, 2024

City Council  
Canton, Ohio

**CRIMINAL DIVISION**  
(330) 489-3395

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*City Prosecutor*

Kristina M. Lockwood  
*Chief Assistant Prosecutor*

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Carrie D'Andrea  
Richard A. Nicodemo  
*Building/Code Prosecutors*

Jonathan T. Cope  
Luke T. Hamilton  
*Assistant Prosecutors*

Dear Madame President and Honorable Members of Council:

I respectfully request Council to adopt legislation authorizing the Auditor to pay a moral obligation in the amount of \$1,530 to Black, McCuskey, Souers & Arbaugh for professional services rendered as part of various workers' compensation cases. The money is available in the account, however due to an error in my office the purchase order was not opened before the expense was incurred.

In order to timely pay this bill, I am asking for passage on first reading.

I apologize for the inconvenience and feel free to contact me with any questions.

Sincerely,

Jason P. Reese  
Law Director

JPR/tk

7/1/24  
CT-8  
R+F

OHIO DIVISION OF LIQUOR CONTROL  
6606 TUSSING ROAD  
P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005

NOTICE TO LEGISLATIVE AUTHORITY

TO

1844708 PERMIT NUMBER		NEW TYPE	CULINARY CREATIONS LLC DBA BURRATA ITALIAN KITCHEN 3102 TUSCARAWAS ST W CANTON, OH, 44708
ISSUE DATE			
05/06/2024 FILING DATE			
D1 D2 PERMIT CLASSES			
76 TAX DISTRICT	055	E021315 RECEIPT NO.	

FROM 06/20/2024

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT		RECEIPT NO.



MAILED

RESPONSES MUST BE POSTMARKED NO LATER THAN.

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES \_\_\_\_\_  
(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD  IN OUR COUNTY SEAT.  IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)

Clerk of County Commissioner

(Date)

Clerk of City Council

Township Trustee

CLERK OF CANTON CITY COUNCIL  
218 CLEVELAND AV SW  
CANTON OHIO 44702

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

7.1.24  
04/2  
24

NOTICE TO LEGISLATIVE  
AUTHORITY

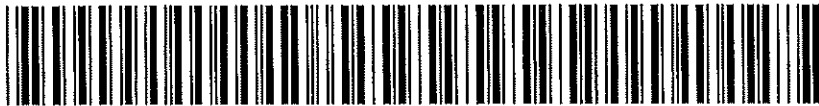
OHIO DIVISION OF LIQUOR CONTROL  
6606 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2360 FAX(614)644-3166

TO

8822234 PERMIT NUMBER		STCK TYPE	BLUE CANTON LLC DBA BLUE HABENARO 2234 W TUSCARAWAS ST & PATIO CANTON OHIO 44708	
01 30 2024 ISSUE DATE				
01 30 2024 FILING DATE				
D5 D6 PERMIT CLASSES				
76 TAX DISTRICT	055 RECEIPT NO.	B	F31469	

FROM 06/12/2024

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT	RECEIPT NO.		



MAILED 06/12/2024

RESPONSES MUST BE POSTMARKED NO LATER THAN. 07/15/2024

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES **B STCK 8822234**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD  IN OUR COUNTY SEAT.  IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)--  Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

CLERK OF CANTON CITY COUNCIL  
218 CLEVELAND AV SW  
CANTON OHIO 44702



711124  
C7710  
Pers



June 26, 2024

Canton City Council  
Council Chambers  
Canton OH 44702

Honorable Mayor and Members of the City Council:

Enclosed are two staffing guideline worksheets that were used to determine adequate staffing for CANCOM (City of Canton's Emergency Communication Center). The worksheets, provided by NENA (National Emergency Number Association) were created based on two different staffing approaches. One being call volume, the other being the size of the PSAP (Public Safety Answering Point). CANCOM's authorized staffing of 23 is on par with the suggested staffing levels based on call volume (23.4), and are slightly below the recommended staffing level based on the size of our population served (26).

Historically, CANCOM has operated on a 5 day, 8-hour shift, rotating days off schedule with both part-time and 10-hour shift employees to coverage busy periods. CANCOM is staffed 24 hours a day 365 days a year to answer emergency and non-emergency calls. Our Communication Technicians work a combination of eight and ten-hour shifts to ensure minimum staffing levels are met. CANCOM has six operational dispatch consoles, and our minimum staffing in the emergency communication center is four personnel with maximum staffing at six personnel. We operate on a position-rotation schedule that allows equal distribution of call-taking and radio dispatching tasks.

Telecommunicators process 9-1-1 calls as well as other emergency calls made to local law enforcement and fire departments that come to public safety answering points (PSAPs) through ten-digit telephone numbers. They also receive many calls that are not true emergencies but may require a public safety response, a transfer to another agency, or simply information. In dealing with emergencies, telecommunicators must process calls quickly and accurately, and are usually required to perform several tasks simultaneously under pressure. Canton's telecommunicators also provide emergency medical instructions to callers in advance of the arrival of medically trained personnel. City of Canton's PSAP has 27 dedicated telephone lines that ring into the dispatch center. Calls to the City of Canton PSAP are answered on average within 4 seconds of the first audible ring. It is important to note that 10 seconds is the national standard.

In addition to answering calls, our telecommunicators serve as a vital communication link with police, fire, ambulance, and city utility units in the field via radio transmissions. CANCOM monitors over 10 radio channels continuously, and has the ability to expand that number at any given time as call volume and incidents dictate.

Telecommunicators should be considered just as much a part of effective public safety as law enforcement officers and firefighters on the street. As we increase our public safety forces numbers,



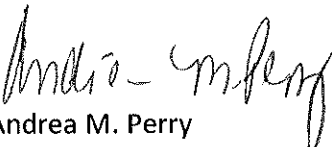


we should always consider the impact the increased number of responders has our communication center.

With this body's approval, we are requesting a change to our current classification plan. Currently we are authorized 18 full-time telecommunicators and 5 part-time telecommunicators. We are requesting the change be made to 24 full-time telecommunicators and eliminate the classification for part-time telecommunicators. This change in classification will not only allow CANCOM staffing to meet the in the middle of the two NENA recommended staffing levels, it will also allow us to meet our staffing goals with minimum overtime.

We respectfully request for this legislation to be passed on a first reading. Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Sincerely,



Andrea M. Perry  
Director of Public Safety

cc: William V. Sherer II, Mayor  
John M. Highman, Jr, Director of Public Service  
John Gabbard, Chief of Police  
Lisa Broucker, Captain- Police  
Rebecca Turney, Central Dispatch Communication Director  
Jason Reese, Director of Law  
John Slebodnik, Chief Deputy Auditor

Department Name	Department Number	Home Ordg Code	Position Number	Classification	Number of Employees	Union Group	Civil Service Designation
Communications Center (CANCOM)	10CM	103501	375	Telecommunicator	24	11	Classified
Communications Center (CANCOM)	10CM	103501	384	Part-Time Telecommunicator	0	11	Classified

Decreased number of PT Telecommunicators (#384) from 5 to zero (Ord X/2024)

Increased number of FT Telecommunicators (#375) from 18 to 24 (Ord X/2024)

## Staffing Based on Call Volume

Call volumes should be based on the Average Bouncing Busy Hour (ABBH) as measured during a minimum of a 14-day period during the busiest time of the year for 9-1-1 calls. These formulas are set up for PSAPs that do not use Automatic Call Distribution (ACD) because most PSAPs in these size categories do not use ACD and to plan for ACDs requires another queuing theory.

### Premises

1. That the telecommunicators do both call-taking and dispatching.
2. That the telecommunicator stays on the line with the caller just long enough to determine the emergency and dispatch the call, with exception of staying longer to provide Pre-Arrival Instructions if they are recommended by the PSAP's procedures.

### Preferred Sources of Call Volumes (in descending order)

1. Offered calls from the 9-1-1 control office (AKA 9-1-1 selective router, 9-1-1 tandem). This is a count of calls attempted to be routed to the PSAP or call centers currently accepting 9-1-1 calls that will be a part of the new PSAP's call volume. This may also be tracked for 7-/10-digit emergency calls if the serving central office can track these.
2. Accepted calls arriving at PSAP or call centers currently accepting 9-1-1 and/or 7-/10-digit calls. This does not count the Lost Calls that occurred when all call takers and/or trunks are busy.

### Calculating "Busy Hour" and "Normal Hour" call volumes

- 1 Collect data by plotting the hourly call volume over a minimum of 14 days during the busiest time of the year for the following categories of calls:
  - 9-1-1 calls (Those coming in over dedicated 9-1-1 circuits.)
  - 7-/10-digit emergency number calls (Those coming in over the Public Switched Telephone Network to 7-/10-digit emergency numbers or admin lines that are answered by the call taker.)
- 2 Sum the 9-1-1 and 7-/10-digit calls in each hour to get a total of all calls received during each hour of the monitoring period (i.e., for a 14-day test, there will be 14 days of 24 individual hourly entries of data).
- 3 Note the calls received in the busiest hour of each day. Sum these and divide by the number of days of the study. This call volume becomes the number for the "Average Bouncing Busy Hour."
- 4 Determine the characteristics of the "Busy Hour Shift." Look at the hourly call volumes before and after the ABBH to select an eight-hour period that has the most calls. This will be the "Busy Hour Shift." Note these hours.
- 5 Take the highest hourly call volume of the remaining hours of the day (those outside the "Busy Hour Shift"). This is the "Normal Hour" upon which manning for a "Normal Hour Shift" will be based.
- 6 Go back to the individual call volumes for 9-1-1 calls and for 7-/10-digit administrative calls that occurred during the ABBH and the Normal Hour. Put each into the appropriate cell in the following **Data Entry Table**. It is expected that the ABBH and Normal Hour call volumes will be decimals. The table shows examples of 7.2, 2.4, etc. You will replace these numbers with your numbers.

**Determining Call Duration**

The call duration must also be determined for each category of calls. The duration is the time in seconds from first ring to dispatch and call termination as this captures the telecommunicator's time. If you do not have call durations, use the following numbers (call duration must be in seconds):

- 9-1-1 = 95 seconds
- 7-/10-digit calls = 95 seconds

Enter data in the yellow highlighted cells in the Data Entry Table below. The numbers in the yellow highlighted cells below are examples. Please replace them with data from your PSAP.

For each category of shift (ABBH or Normal) enter either Offered or Accepted call volumes, not both.

**Data Entry Table**

Call Volume Category	Call Volume		Call Duration in Seconds
	Busy Hour Shift	Normal Shift	
9-1-1 calls	8	5	90
7-/10-digit emergency #	22	14	107

The above calls equate to approximately . . . . 198,560 calls per year.

**Determine Hours of Work Per Year to be Obtained from Each Call Taker**

Enter number of days off per category in table below (highlighted cells). It is realized that you may have telecommunicators with different numbers for each category. Use the average numbers for your PSAP.

Days in year	365
Less Days Off:	
Weekends (i.e., 2 days per 52 weeks)	104
Paid Holidays Off	
Vacation	10
Personal Days off	2
Training	
Conference	
Sick	15
Total Days off per Year	131

Days available to work	234
If work eight hours per day	8
Hours available to work	1872
Staffing Ratio* (Hours in Year/Hours Available)	4.68

\*Staffing Ratio - How many persons must be hired to keep on position manned 24 x 7. It is calculated by dividing the number of hours in a year by the number of hours a call taker is available to work at a position.

**Calculations for Staff based on above inputs and P.01 Grade of Service**

	Shift	
	Busy Hour	Normal
9-1-1 calls in Erlangs	0.200	0.125
7-/10-digit emerg # calls in Erlangs	0.654	0.416
Total Erlangs per Shift . . .	0.854	0.541
Call takers required per shift . .	6	4
Number of shifts per day . . .	1	2
Total Call Takers on watch in typical day . . . . .		5
Staffing Ratio		4.68
<b>Telecommunicators required for 24 x 7</b>		<b>23.4</b>

The staffing

Staffing options that the PSAP Manager should consider include:

- 1 Full time employees (obviously)
- 2 Overtime (But recommended only to cover rare high-volume times or personnel absences owing to illness or other emergency.)
- 3 Part time employees (Consider as a option for experienced telecommunicators who want to reduce working time but still want income and/or enjoy the work.)

Key concept in staffing: Pay your employees sufficiently well so that they will not have a financial incentive to leave. Consider how much you will be paying to train the prospective telecommunicator including fees for outside training and time spent by current employees to provide local training in determining your investment in each employee. To lose one of these valued employees because you want to save money in ongoing wages may well cause you to incur the cost of hiring and training new employees more often, actually increasing your labor costs.

Note to PSAPs that use other than three shifts per day.

If you have 12-hour shifts, then in step #5 above, select the 12-hour period that has the highest number of calls for the "Busy Hour Shift." Then the remaining hours become the "Normal Hour Shift." In the Number of Shifts per day in the above table, enter "1" for Busy Hour and "1" for Normal Shift.

If you have custom shifts, such as "four-hour peak shift," then modify the times for the ABBH and normal shifts accordingly.

## Staffing Based on Comparison with Similar PSAPs

During the Spring of 2003, 70 PSAPs were sampled to determine their call volume, staffing and what factors may have influenced their staffing requirements. In this section you will be asked a few questions about your jurisdiction which will lead to your filling out data tables which will result in a staffing recommendation. The recommendations are based on the staffing of the surveyed PSAPs that had similar characteristics.

First, determine your jurisdiction's population.

- If less than 19,000, you will plan with the "Small PSAP" size.
- If between 19,000 and 100,000, you will plan with the "Medium PSAP" size.
- If between 100,000 and 140,000, you will plan with the "Large PSAP" size.

If your PSAP will just handle 9-1-1 and 7-/10-digit emergency calls only, then the Operations Staff (recommended on tables on next page) need not be modified. However, if your PSAP will be routinely handling non-emergency calls, such as answering for municipal utilities or providing information on municipal services similar to 3-1-1 calls, then there must be an adjustment to the Telecommunicator requirement.

The Data Base Administrator's workload depends significantly on the mapping and addressing activity in the jurisdiction and must be adjusted from the base number given as follows:

1. If the jurisdiction has addressed and mapped the area, and the jurisdiction is stable (i.e., no new subdivision and little growth), then the man-hours requirement is minimal. Recommend 0.1 to 0.3 depending on the size of the jurisdiction.
2. If the jurisdiction is growing with much new development and/or a highly mobile population so that address updates are frequent, the work for the DBA is greater. Recommend 0.4 to 1.0 additional personnel.
3. If the jurisdiction is in the addressing and mapping mode, even though contractors are doing that work, there is a significant burden on the jurisdiction to validate addresses for 9-1-1 use. Recommend 1.5 to four DBAs, depending on the size of the jurisdiction.

**See the following table for numbers to enter into the appropriate PSAP Staffing table that follows**

		Additional Personnel Requirement			
		Task	Small PSAP	Medium PSAP	Large PSAP
<b>MAPPING AND ADDRESSING</b>					
	Stable community, few changes	DBA	0	0	0
	Dynamic, many changes	DBA	0.4	0.8	1
	New mapping and addressing in progress.	DBA	1.5	3	4
<b>CALLS ACCEPTED</b>					
	9-1-1 and 7-/10-digit emergency calls only	Telecommunicator	0	0	0
	Municipal Utilities*	Telecommunicator	1	1	2
	Jurisdiction official**	Telecommunicator	2	4	6

\*Municipal Utilities -- Answering calls for other departments such as water or street maintenance.

\*\*Jurisdiction official - Take call to answer questions on any local question as in case of 3-1-1.

Enter any adjustments from the above table into the PSAP adjustment cells in the below table for your

PSAP size. The cells where you may enter adjustments are highlighted in yellow.

The "Total" row in each PSAP Staffing table will automatically add up any adjustments for a staffing recommendation. The "Decision" row is provided for you to enter your decision to save it with this table for future reference.

When you enter your decision in the yellow highlighted cells, the program will automatically sum the numbers for the "Total Ops," "Total Support" and "Total Staff" columns. When done, save this spreadsheet and print it.

**Small PSAP Staffing (population less than 19,000)**

PSAP Size	Telecom- municators	Ops Super- visor	Total Ops	DBA	Tech- nical	Training	Public Education	Admin	Total Support	Total Staff
< 19,000	7	1	8	0.1	0.2	0.2	0.05	0.45	1	9.00
DBA Adjustment										
Calls Adjustment										
<b>Total</b>	7	1	8	0.1	0.2	0.2	0.05	0.45	1	
<b>Decision</b>			0						0	0

**Medium PSAP Staffing (population between 19,000 and 100,000)**

PSAP Size	Telecom- municators	Ops Super- visor	Total Ops	DBA	Tech- nical	Training	Public Education	Admin	Total Support	Total Staff
19K - 100K	20	1	14	0.1	0.25	0.25	0.1	1.2	2.6	16.60
DBA Adjustment										
Calls Adjustment	5		5							
<b>Total</b>	25	1	19	0.1	0.25	0.25	0.1	1.2	2.6	
<b>Decision</b>	25	1	26						0	26

**Large PSAP Staffing (population between 100K and 140K)**

PSAP Size	Telecom- municators	Ops Super- visor	Total Ops	DBA	Tech- nical	Training	Public Education	Admin	Total Support	Total Staff
100K - 140K	19	4	23	0.3	0.4	0.3	0.1	1.5	3.2	26.20
DBA Adjustment										
Calls Adjustment										
<b>Total</b>	19	4	23	0.3	0.4	0.3	0.1	1.5	3.2	
<b>Decision</b>			0						0	0





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THE  
CITY OF

**CANTON, OHIO**



**WILLIAM V. SHERER II, MAYOR**

June 17, 2024

Canton City Council  
Council Office  
Canton, OH 44702

**RE: Delinquent Board Up/Clean Up/Demolition Charges**

Dear Madam President and Honorable Members:

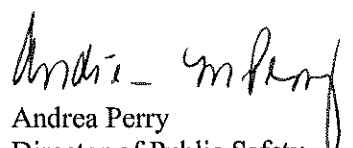
Attached is a list of unpaid and/or delinquent charges for Board Ups/Clean Ups/Demolition services owed to the City of Canton for the month of May 2024, **\$44,573.40**. Notices were mailed to all property owners involved, informing them that the delinquent amounts would be certified to their property taxes if payment was not made. We are asking for **second reading** passage.

Therefore, I hereby request legislation that does the following:

1. Authorizes the Clerk of Council to certify the attached list of unpaid and delinquent charges for Board Ups/Clean Ups/Demolition services to the Stark County Auditor to be entered upon the tax duplicate to be a lien upon such land from the date of entry to be collected as other taxes and assessments.
2. Authorizes the Clerk of Council to delete any property owners' names or adjust the dollar amounts owed if applicable prior to certification to the County Auditor provided that the Director of Public Safety and/or her designee provides documentation to do so.
3. Authorizes the Clerk of Council to correct any typographical errors.
4. Declares this ordinance to be an emergency measure.

Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Respectfully,

  
 Andrea Perry  
 Director of Public Safety

- cc: William V. Sherer II, Mayor  
 Andrea Perry, Director Public Safety  
 Charles J. Corcoran, CBO  
 Mark Crouse, Finance Director  
 John Slobodnik, Chief Deputy Auditor  
 Jason Reese, Law Director  
 J.R. Rinaldi, Chief of Staff



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June 24, 2024

Canton City Council  
Council Office  
Canton, OH 44702

**RE: Legislation Request – Engineering Department Capital Projects Funding and Timing Update**

Dear Madam President and Honorable Members:

At this point in the year, the Engineering Department is in the process of bidding out and contracting for previously approved capital projects. As is typically the case, there are a couple of contractual and funding items that need to be addressed due to the timing and funding sources. Additionally, as has been reported to Council previously, we are trying to use more specific project org. codes for tracking purposes. This is positive because it allows us to track each project with more specificity. However, it does necessitate additional Councilmanic action from time to time as actual prices are obtained.

First, as approved in the 2023 Capital budget, we have bid the 18<sup>th</sup> St. SW Storm Sewer CIPP Project. As has been previously discussed, this project is partially funded by OPWC. The total cost of this project is \$766,349.01 as bid. OPWC will pay for 49% of the project up to a total of \$525,053.00. At this time, we have the capital funds appropriated, but need to create a fund for OPWC tracking and appropriation purposes. Additionally, it is important to note that this bid is under the initial engineer's estimate and we should see a Capital fund savings of approximately \$200,000.00 pending any unforeseen issues.

The second funding issue that needs addressed pertains to the Cleveland Ave. SW Reconstruction Project, GP 1435. The plan in 2024 is to reconstruct the concrete to the south of the bridge over I77 with the north side being completed in 2025. Initially, estimates for this work were around \$650,000.00 to \$700,000.00. At this point, given the severity of the deterioration and the current costs of concrete, we are concerned that the bids could come in closer to \$1,000,000.00. Although we have secured \$261,329.00 in Municipal Road grants funds to put towards this project, we would like to appropriate \$150,000.00 of the savings from the 18<sup>th</sup> St. SW Storm Sewer CIPP Project into the Engineering Administration Org. to account for this potential increase.

Finally, at the time we completed the Capital budget, we hoped to bid Phase 2 of the East Tuscarawas Streetscape project in 2024. As Council is aware, we have been fortunate enough to secure \$2,190,000.00 in congressionally directed spending thanks to the work of Representative Emelia Sykes and Senator Sherrod Brown. As we have been working through this process, we have been notified that these funds will come through ODOT similar to our other federal dollars. Due to the fact that this is going to go through the ODOT process, the project will not be bid until 2025. This leaves us with \$600,000.00 in Comprehensive Plan funds appropriated for the East Tusc. Project that won't be used until next year. We would like to use a portion of these funds for the Streetscaping of the east side of Cherry Ave. from East. Tusc. to 2nd Street. We had intended to look at this project in 2025 due to the ongoing private construction at that corner. However, this has accelerated, and the sidewalk needs put back in place. Rather than having the developer pour concrete only to have us at some point streetscape it, we would like to do the block of streetscaping now. We are estimating that this will cost between \$250,000.00 and \$300,000.00.



Therefore, I hereby request legislation that does the following:

1. Authorizes the Auditor to rename and establish the 4531 18<sup>th</sup> Str Sw Storm Swr CIPP fund in order to track OPWC funds for the 18<sup>th</sup> St. SW Storm Sewer CIPP Project, GP 1386.
2. Makes the following supplemental appropriation amending Ordinance 61/2024 as amended:  
  
FROM: Unappropriated 4531 18<sup>th</sup> Str Sw Storm Swr CIPP Fund (\$525,023.00)  
  
TO: 4531 207027 18<sup>th</sup> Str Sw Storm Swr CIPP Fund – Other \$525,023.00
3. Makes the following appropriation transfers amending Ordinance 61/2024 as amended:  
  
FROM: 4501 202027 18<sup>th</sup> Str Sw Storm Swr CIPP (\$150,000.00)  
2175 202075 E. Tusc Streetscape GP 1422 \$500,000.00  
  
TO: 4501 202001 Engineering Admin – Other (\$150,000.00)  
2175 202082 Cherry Streetscape Tusc to 2<sup>nd</sup> NE \$500,000.00
4. Authorizes the Mayor and/or Director of Public Service to advertise, receive bids, award, and enter into contract for the construction phase of the Cherry Streetscape Tusc to 2<sup>nd</sup> NE, GP 1427 Project.
5. Authorizes the Auditor to draw warrants upon receipt of vouchers duly approved by the proper departmental authority.
6. Declares this ordinance to be an emergency measure.

Due to Council’s summer schedule and the desire to get these projects under contract for the 2024 construction season, I respectfully request **second reading consideration of the ordinance resulting from this communication at Council’s July 29, 2024 meeting.** Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Respectfully,



John M. Highman, Jr.  
Director of Public Service

cc: William V. Sherer II, Mayor  
Chris Barnes, City Engineer  
Andrew Roth, Director of Purchasing  
Jason Reese, Law Director  
John Slebodnik, Chief Deputy Auditor

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THE  
CITY OF

**CANTON, OHIO**



**WILLIAM V. SHERER II, MAYOR**

June 20, 2024

Canton City Council  
Council Chambers  
Canton, OH 44702

**RE: Request for Legislation – Water Department Management and Non-Bargaining Classification Plan (Additional Chief Chemist for Succession Planning)**

Dear Madam President and Honorable Members:

As has been presented to Council multiple times, all departments are making a concerted effort to properly plan for potential retirements within management and supervisory positions as they are known. At this time the Water Department is planning for the pending retirement of our Chief Chemist in 2025. This is an important position as they ensure compliance with various EPA rules/regulations as well as overseeing the testing of drinking water to ensure public safety. As has been done in previous situations, we would like to hire our new Chief Chemist prior to the retirement in order to give them time to train and be brought up to speed.

Therefore, we hereby request legislation that does the following:

1. Authorizes the Director of Public Service to hire an additional Chief Chemist within the Water Department until the retirement of the current Chief Chemist for training purposes.
2. Authorizes the Auditor to draw warrants upon receipt of vouchers duly approved by the proper departmental authority.
3. Declares this ordinance to be an emergency measure.

Please do not hesitate to contact us with any questions. Thank you for your consideration.

Respectfully,

John M. Highman, Jr.  
Director of Public Service

cc: William V. Sherer II, Mayor  
 Mark Crouse, Director of Finance  
 Jason Reese, Law Director  
 John Slebodnik, Chief Deputy Auditor  
 Christina Skondras, Director of Human Resources  
 Rachel Forchione, Civil Service Administrator  
 Tyler Converse, Water Department Superintendent



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THE CITY OF

**CANTON, OHIO**



**WILLIAM V. SHERER II, MAYOR**

June 24, 2024

Canton City Council  
Council Chambers  
Canton, OH 44702

**RE: Legislation Request- 2021 HOME ARP Programs**

Dear Madam President and Honorable Members:

Ordinance 217/2021 authorizes the City to accept and administer the HOME-American Rescue Plan (HOME-ARP) Program. These funds are to be used to assist individuals, households, and vulnerable populations who are at risk of homelessness by providing housing, rental assistance, support services etc. There are very specific guidelines that must be followed regarding the award and expenditure of these funds, and the Community Development Department has been working with ASK Development Consultants in order to implement the program.

Below is a list of the programs selected for funding:

<u>Agency (Program)</u>	<u>Award</u>
Domestic Violence-Supportive Services	\$133,500
Domestic Violence-Transportation	\$50,000
ICAN- New Construction Rental Housing	\$1,754,327

These expenditures account for a total of \$1,937,827. The selected programs and their funding levels were determined by a Request for Proposals process facilitated and scored by the Department of Community Development. The first award to Domestic Violence Project, Inc. (DVPI) is for supportive services such as case management, legal fees, moving expenses, and other similar items for individuals fleeing domestic violence. The second DVPI award is for transportation services to assist clients with getting to and from necessary hearings and appointments. The final award, to ICAN, is to build twelve 1-bedroom housing units. The location is on 1.44 acres/half-block in the SE corner of Harmont Avenue NE & 35<sup>th</sup> Street NE, Canton 44705. Construction is set to start immediately upon funding and at the latest, November 2024.

Therefore, I am hereby requesting legislation that does the following.

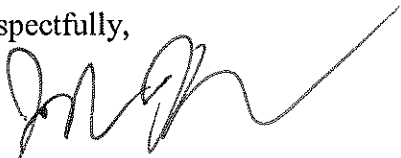
1. Authorizes the Mayor and/or Director of Public Service to file any action plan/action plan amendments with HUD in order to implement the HOME-ARP program.
2. Authorizes the Mayor or Director of Public Service, on behalf of the City of Canton, to enter into any and all contracts necessary for the timely expenditure of HOME-ARP funds.



3. Authorizes the Mayor or Director of Public Service, on behalf of the City of Canton, to enter into all contracts necessary to allow for the effective operation of the programs during the grant period using any and all procurement processes authorized in the Canton Codified Ordinances or in the Ohio Revised Code.
4. Authorizes the Auditor to draw warrants upon receipt of vouchers duly approved by the proper departmental authority.
5. Declares this ordinance to be an emergency.

As always please contact me should you have any questions or concerns and thank you for your consideration.

Respectfully,



John M. Highman, Jr.  
Director of Public Service

cc: William V. Sherer II, Mayor  
Jason P. Reese, Law Director  
John Slebodnik, Chief Deputy Auditor  
Sherice L. Freeman, Director of Community Development  
Andrew Roth, Director of Purchasing

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THE  
CITY OF

**CANTON, OHIO**



**WILLIAM V. SHERER II, MAYOR**

June 26, 2024

Canton City Council  
Council Office  
Canton, OH 44702

**RE: Request for Legislation – Citywide Fiber Network Project Update (Change Order No. 1, County Agreement Amendment No. 1, Railroad License Fees, GIS, and Supplemental Appropriation)**

Dear Madam President and Honorable Members:

In 2023, the City entered into contract with Thayer Power and Communication (Thayer) for the design and construction of a large-scale fiber network within the City of Canton. The purpose of the project is to build a fiber backbone to serve three primary purposes. They are the expansion of the public safety camera system, connectivity of City owned buildings, and future offering of municipal broadband within the City. Additionally, we signed a cooperative agreement with Stark County to include County owned fiber within our project. As is previously discussed, the County will reimburse the City for the design and construction of their portion of the project.

Given the unique nature of this highly complex project, the City used the design/build procurement method for the initial contracting phase. In short, a request for qualifications/proposals process is utilized where the design and construction teams are selected at the same time. The initial contract with Thayer for these services for the City portion of the project is \$6,599,870.00 and was entered into using American Rescue Plan Act (ARPA) funds. As can be expected with a project such as this, we have encountered some additional items that need to be addressed both for our current project and for future expansion.

First, are several items that need to be added to Thayer’s contract. These include adding additional sites (J. Babe Stearn Center, Fire Station #6, and the Garden Center) to the contract, adding conduit needed for fiber at the Water Reclamation Facility, running additional fiber along Allen Ave. SE and 3<sup>rd</sup> Street SE for redundancy/expansion purposes, and a pole loading analysis prior to construction. Additionally, after a discussion with Thayer, consulting engineers, and other entities who offer municipal broadband, we have determined that the fiber counts in some areas should be expanded to best allow for future use. Finally, in regards to Thayer’s services, we plan to ask them to input all fiber data into our current, and proposed fiber, GIS systems. All of the additional items in total are approximately \$740,000.00.

The second item that needs to be addressed are licensing fees with Wheeling and Lake Erie Railroad. As you know, one component of the project includes running fiber up the railroad tracks to the City boarder near the airport. This will allow us to connect directly to Fairlawn Gig, our Internet Service Provider, through the Summit County fiber ring once it is complete. Additionally, we have to cross the tracks at 12<sup>th</sup> NW, Fulton NW, and West Tusc. We have been presented two options by the railroad. The first is that we could pay an annual license fee of over



\$50,000.00 while our fiber is present. The second is a one-time fee for all locations in the amount of \$292,950.00. We believe this to be the better option rather than paying a fee on an annual basis in perpetuity.

The third additional City expense involves the need for a GIS program for fiber. Although our current GIS system is sufficient to track the physical fiber asset, it does not have the ability to track how the various fiber lines are organized and speak to one another. As such, we are working with the vendor 3-GIS on a solution for this. Due to the fact that the new network will be significantly larger and complex, it is critical that we have the ability to manage and track this process. The initial up-front fee is estimated to be \$58,000.00 with an annual fee moving forward of \$23,000.00. We will not know the final cost until the network design is complete and we know exactly what is being built. However, it is important to get them on board now during the final design stage.

The final City expense involves the cost of running fiber to the jail. Initially, we had thought that the County would pay for and own this stretch of fiber which primarily runs underground along US62. However, given the fact that it is in the City and we would like to use it to further expand our network in the area, we would like to own this run except for the actual connection from the main to the building. As such, we have proposed to the County that we cover this expense. At this time, it is estimated to be \$203,928.40.

All of the above items when added together equate to approximately \$1.3 million. However, as we look to best build out the network and our ability to leverage it in the future, we believe them to be necessary. Given this project's importance to neighborhood growth, business development, and public safety, we are proposing to pay for these items out of the Issue 13 Comprehensive Plan fund. As such, these funds will need to be appropriated. Also, we still need to appropriate the funds for the construction of the County portion of the fiber. This cost is approximately \$500,000.00 and will be reimbursed to the City. The only other potential cost we are aware of at this time is the potential for "make ready" fees with the utilities who own the poles. Essentially, this would be the cost for any new poles/pole changes that need to be made as a result of the added fiber infrastructure. Although we do not anticipate this being a major issue at this time, we will be sure to keep Council abreast of this as final design is completed.

As was stated when we commenced this project, we believe it to be vital to the future growth and development of the City and appreciate Council's continued support as we move it forward.

Therefore, I hereby request legislation that does the following:

1. Authorizes the Mayor and/or Director of Public Service to enter into Change Order No. 1 with Thayer Power and Communication in an estimated amount of \$740,000.00 for the City/County Fiber Network Project.
2. Authorizes the Mayor and/or Director of Public Service to enter into Contract Amendment No. 1 with the Stark County Board of Commissioners for additions needed for their portion of the project and to move the construction costs/ownership of the fiber leading to the Stark County Jail from the County to the City.

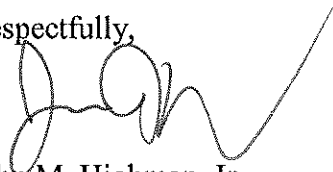


3. Authorizes the Mayor and/or Director of Public Service to enter into a professional services contract for fiber related GIS services.
4. Authorizes the Mayor and/or Director of Public Service to enter into any and all contracts needed for railroad license fees, easements, etc. for the above-named project.
5. Authorizes and directs the Auditor to pay any and all moral obligations needed for this project that were a result of the above change order, amendment, and/or railroad agreements.
6. Makes the following supplemental appropriation amending Ordinance 61/2024 as amended:
 

FROM:	Unappropriated 2175 Comprehensive Plan Imp. Fund	(\$1,800,000.00)
	TO: 2175 202003 Fiber Project – Other	\$1,800,000.00
7. Authorizes the Auditor to draw warrants upon receipt of vouchers duly approved by the proper departmental authority.
8. Declares this ordinance to be an emergency measure.

Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Respectfully,



John M. Highman, Jr.  
Director of Public Service

cc: William V. Sherer II, Mayor  
 Andrea M. Perry, Director of Public Safety  
 Mark Crouse, Finance Director  
 John Gabbard, Chief of Police  
 Chris Barnes City Engineer  
 Patrick Barton, IT Director  
 Jason Reese, Law Director  
 John Slobodnik, Chief Deputy Auditor  
 Andrew Roth, Director of Purchasing

7/11/24  
CFBA

THE  
CITY OF

**CANTON, OHIO**



**WILLIAM V. SHERER II, MAYOR**

June 18, 2024

Canton City Council  
Council Chambers  
Canton, OH 44704

**RE: Legislation Request – Ordinance 211/2023 Reauthorization (Civic Center ARPA Project)**

Dear Madam President and Honorable Members:

Ordinance 211/2023 authorized the Mayor or Director of Public Service to enter into contract for the design and construction of various renovations of the Civic Center utilizing ARPA funds. By way of reference, we are looking to use approximately \$2.5 million to upgrade the HVAC system, electrical system, plumbing system, fire alarm, and AV equipment. Design is complete, and the bids are being finalized as this communication is being written. Unfortunately, this ordinance was left off of the 2024 reauthorization list and needs Council action in order to finalize the contracts.

Therefore, I am hereby requesting legislation that does the following:

1. Reauthorizes Ordinances 211/2023.
2. Authorizes the Auditor to draw warrants upon receipt of vouchers duly approved by the proper departmental authority.
3. Declares this ordinance to be an emergency measure.

Due to Council's schedule and a need to move forward with the contracting process, I respectfully request that the **Law Department prepare an ordinance upon receipt of this communication for first reading consideration at Council's July 1, 2024 meeting.** Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Respectfully,

John M. Highman, Jr.  
Director of Public Service

cc: William V. Sherer II  
 Jason Reese, Law Director  
 John Slebodnik, Chief Deputy Auditor  
 Andrew Roth, Director of Purchasing  
 Blake Shilling, Civic Center General Manager  
 Cliff Graves, Building Maintenance Superintendent  
 Donn Angus, Director of Planning

