

**Cuyahoga Falls City Council**  
**Minutes of the Finance and Appropriations Committee Meeting**

**October 20, 2025**

**Members:** Mary Nichols-Rhodes, Chair  
Mike Brillhart, Vice Chair  
Meika Penta, Brian Ashton, Joe Siegfert

Ms. Nichols-Rhodes called the meeting to order at 8:16 p.m. All members were present.

The minutes of the September 15, 2025 and October 6, 2025 Finance Committee meeting minutes were approved as written.

**Legislation Discussed**

Temp. Ord. B-81  
Temp. Ord. B-82  
Temp. Ord. B-83  
Temp. Ord. B-84  
Temp. Ord. B-85  
Temp. Ord. B-86  
Temp. Ord. B-87

**Discussion:**

**Temp. Ord. B-81**

An ordinance authorizing the Director of Finance to enter into a contract or contracts, with Wichert Insurance Services, Inc. for the professional services necessary to manage the City's risk management and insurance program and for the purchase of public entity insurance coverages, and declaring an emergency.

Mr. Bryan Hoffman, Finance Director, presented Temporary Ordinance B-81 to Council. The Director of Finance will be authorized to enter into a contract or contracts, with Wichert Insurance Services, Inc., for the professional services necessary to manage the City's risk management and insurance program, including purchase of comprehensive public entity insurance coverages, for a period of one year. The Director of Finance will be authorized to make payment for same from funds properly appropriated to the various departments of the City for these purposes, according to an apportionment of costs as between the departments.

Mr. Hoffman stated that the City maintains a comprehensive insurance program that includes property, auto, crime and cyber insurance. The City has used Wichert Insurance for well over 40 years. The City's new premium is 10 percent over what it was last year. The increase is due to the property values increasing. They have all been working to keep those down, and the City is in a pretty good position with rates.

Ms. Nichols-Rhodes stated that the estimated cost for this year's premium is \$591,879. Wichert Insurance is a Cuyahoga Falls company.

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Ms. Nichols-Rhodes asked if there were any comments or questions from the public. There were none.

Mr. Brillhart moved to bring out Temp. Ord. B-81 with a favorable recommendation, second by Mr. Ashton. Motion passed (5-0).

**Temp. Ord. B-82**

An ordinance authorizing the Director of Public Service to apply for Federal Surface Transportation Block Grant (STBG) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS), for the resurfacing of Graham Road, from State Road to Bath Road, and declaring an emergency.

Ms. Nichols-Rhodes stated that Temporary Ordinances B-82, B-83, B-84 and B-85 have something in common because they contain having the City apply for funds through competitive grants. The Engineering Department has scored them and feel they have a pretty good chance for each. Three are resurfacing, and one is a build on Portage Trail. All the applications are due by November 7th, so the City will apply by then. AMATS then reviews the applications with their committee members, and their recommendation will likely be made in December of this year and final improvements in March of 2026. If approved for construction, the City would go out for engineering and design contracts in 2026 and, if funded, the resurfacing projects would be done in 2029, 2030, and the Portage Trail project would be in 2031 and 2032. It could be sooner if things drop off other people's schedules.

Mr. Tony Demasi, City Engineer, presented Temporary Ordinance B-82 to Council. The City Engineer has identified the need for and proposes the resurfacing of Graham Road, from State Road to Bath Road. The Akron Metropolitan Area Transportation Study (AMATS) is conducting a competitive grant process under which Federal Surface Transportation Funds may be made available to partially support construction costs for City sponsored projects.

The Director of Public Service will be authorized to apply for and accept Federal Transportation Block Grant (STBG) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS), for the following improvement project:

Project Name: Graham Road Resurfacing

Description: From State Road to Bath Road, approximately 5,100-feet; resurface roadway including grind and pave three-inches (3") of asphalt pavement, restripe pavement markings and replace traffic loops.

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Council's authorization, if granted, will be with the following understandings:

- A. The City will bear one hundred percent (100%) of the cost of preliminary engineering.
- B. The City will bear one hundred percent (100%) of the total cost of those features requested by the City which are not eligible for Federal participation.
- C. The Federal share will assume eighty percent (80%) of the construction cost of the improvement not to exceed \$1,000,000. The City will be responsible for the local share.
- D. The City of Cuyahoga Falls is in receipt of and acknowledges the applicability of the AMATS "Funding Policy Guidelines" to this funding request.
- E. The Director of Finance be and hereby is authorized to make payment for same from the Capital Projects Fund, Line Item Capital Outlay.

Mr. Demasi stated that Graham Road between State Road and Bath Road was last paved in 2010. The City used Federal funds at that time. The stretch of Graham Road carries a little over 10,000 cars per day and is about a mile long. The PCI is a 30, so it is pretty low according to this standard.

Ms. Nichols-Rhodes stated that is the case with the three resurfacing projects. What Mr. Demasi also explained is if they apply for these and they prioritize one of them, then the City gets 15 extra points and one of the projects gets \$200,000. The City has decided that Graham Road is the prioritized project. Obviously, none of these things happen overnight. The Engineering Department does an excellent job putting things in place and getting things moving and keeping on the right track in getting Federal funds, so that is appreciated.

Ms. Nichols-Rhodes asked if there were any comments or questions from the public. There were none.

Mr. Brillhart moved to bring out Temp. Ord. B-82 with a favorable recommendation, second by Mr. Ashton. Motion passed (5-0).

**Temp. Ord. B-83**

An ordinance authorizing the Director of Public Service to apply for Federal Surface Transportation Block Grant (STBG) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS), to improve the Portage Trail Corridor, and declaring an emergency.

Mr. Tony Demasi, City Engineer, presented Temporary Ordinance B-83 to Council. The completion of the improvement on the Portage Trail Corridor is important to the City of Cuyahoga Falls in order to improve safety and mobility. This need to improve safety and mobility is vital to improve the quality of life for the citizens and motoring public by reducing emissions, and improving overall safety and well-being of the citizens and visitors of the City of Cuyahoga Falls. The Portage Trail Corridor is in need of operational improvements, currently identified as the construction of new curbs, turn lanes and signals where warranted, and sidewalk on Portage Trail.

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The Director of Public Service will be authorized to apply for and accept Federal Surface Transportation Block Grant (STBG) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS), for the following improvement project:

Project Name: Portage Trail Improvements, from 2nd Street to 13th Street

Council's authorization, if granted, is with the following understandings:

- A. The City will bear one hundred percent (100%) of the cost of preliminary engineering.
- B. The City will bear one hundred percent (100%) of the total cost of those features requested by the City which are not eligible for Federal participation.
- C. The Federal share will assume eighty percent (80%) of the construction cost of the improvement not to exceed \$6,000,000. The City will be responsible for the local share.
- D. The City of Cuyahoga Falls is in receipt of and acknowledges the applicability of the AMATS "Funding Policy Guidelines" to this funding request.
- E. The Director of Finance will be is authorized to make payment for same from the Capital Projects Fund, Line Item Capital Outlay.

Mr. Demasi stated that this is a project where they are proposing to submit grant funding for improvements to Portage Trail between Second Street and 13th Street. Portage Trail is one of only two principal arteries in the city; the other being the Front Street portion of State Route 59. While this stretch of Portage Trail is a road that has been resurfaced over the years, most recently in 2011, it has not had a reconstruction. They would like to resolve lane width, traffic flow, access management and pedestrian access. They have engaged with Davey Resource Group to do traffic studies along the corridors, and they are hopeful that they will provide some recommendation on possible remedies and solutions, possibly with some preliminary data they can have in the next two weeks for their applications. They have met with ODOT to brainstorm some ideas and think using the AMATS funding will help bring this project to completion.

Ms. Nichols-Rhodes stated that Portage Trail needs something more than resurfacing, and it is about a mile long. As mentioned, this project would begin in 2030 and be completed by 2032, potentially, but it could go sooner. This stretch of road carries 13,500 cars a day.

Ms. Nichols-Rhodes asked if there were any comments or questions from the public. There were none.

Mr. Brillhart moved to bring out Temp. Ord. B-83 with a favorable recommendation, second by Mr. Ashton. Motion passed (5-0).

**Temp. Ord. B-84**

An ordinance authorizing the Director of Public Service to apply for Federal Surface Transportation Block Grant (STBG) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS), for the resurfacing of Riverview Road, between Bath Road and Bolanz Road, and declaring an emergency.

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Mr. Tony Demasi, City Engineer, presented Temporary Ordinance B-84 to Council. The City Engineer has identified the need for and proposes the resurfacing of Riverview Road, between Bath Road and Bolanz Road. The Akron Metropolitan Area Transportation Study (AMATS) is conducting a competitive grant process under which Federal Surface Transportation Funds may be made available to partially support construction costs for City-sponsored projects.

The Director of Public Service will be authorized to apply for and accept Federal Transportation Block Grant (STBG) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS), for the following improvement project:

Project Name: Riverview Road Resurfacing

Description: From Bath Road and Bolanz Road, approximately 16,400-feet; resurface roadway including grind and pave three-inches (3”) of asphalt pavement, restripe pavement markings and replace traffic loops.

Council’s authorization, if granted, is with the following understandings:

- A. The City will bear one hundred percent (100%) of the cost of preliminary engineering.
- B. The City will bear one hundred percent (100%) of the total cost of those features requested by the City which are not eligible for Federal participation.
- C. The Federal share will assume eighty percent (80%) of the construction cost of the improvement not to exceed \$800,000. The City will be responsible for the local share.
- D. The City of Cuyahoga Falls is in receipt of and acknowledges the applicability of the AMATS “Funding Policy Guidelines” to this funding request.
- E. The Director of Finance be and hereby is authorized to make payment for same from the Capital Projects Fund, Line Item Capital Outlay.

Mr. Demasi stated that they have applied for funding a couple times for Riverview Road, and have not been successful. It has not been resurfaced since 1998, using 100 percent of the City's money when they could pave that stretch of road using the City's own money. It is three miles to go from Bath Road to a little north of Bolanz Drive. It carries 3,500 cars a day, and that hurts them in the funding. It is stipulated in the formula from AMATS that it has a PCI similar to the other roads. They might have to break it out into sections like maybe Bath Road to Ira Road, and then Ira Road to Bolanz Road in the following application, but they are going to apply for the whole thing at this time and see how it goes.

Ms. Nichols-Rhodes asked if there were any comments or questions from the public. There were none.

Mr. Brillhart moved to bring out Temp. Ord. B-84 with a favorable recommendation, second by Mr. Ashton. Motion passed (5-0).

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**Temp. Ord. B-85**

An ordinance authorizing the Director of Public Service to apply for Federal Surface Transportation Block Grant (STBG) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS), for the resurfacing of Wyoga Lake Road, between East Steels Corners Road and Graham Road, and declaring an emergency.

Mr. Tony Demasi, City Engineer, presented Temporary Ordinance B-85 to Council. The City Engineer has identified the need for and proposes the resurfacing of Wyoga Lake Road, between East Steels Corners Road and Graham Road. The Akron Metropolitan Area Transportation Study (AMATS) is conducting a competitive grant process under which Federal Surface Transportation Funds may be made available to partially support construction costs for City-sponsored projects.

The Director of Public Service will be authorized to apply for and accept Federal Transportation Block Grant (STBG) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS), for the following improvement project:

Project Name: Wyoga Lake Road Resurfacing

Description: From East Steels Corners Road to Graham Road, approximately 7,600-feet; resurface roadway including grind and pave three-inches (3”) of asphalt pavement, restripe pavement markings and replace traffic loops.

Council’s authorization, if granted, is with the following understandings:

- A. The City will bear one hundred percent (100%) of the cost of preliminary engineering.
- B. The City will bear one hundred percent (100%) of the total cost of those features requested by the City which are not eligible for Federal participation.
- C. The Federal share will assume eighty percent (80%) of the construction cost of the improvement not to exceed \$800,000. The City will be responsible for the local share.
- D. The City of Cuyahoga Falls is in receipt of and acknowledges the applicability of the AMATS “Funding Policy Guidelines” to this funding request.
- E. The Director of Finance will be authorized to make payment for same from the Capital Projects Fund, Line Item Capital Outlay.

Mr. Demasi stated that Wyoga Lake Road north of Steels Corners Road will be rebuilt the beginning of next year, widened and a new multi-purpose path. This is Wyoga Lake Road south of Steels Corners Road to Graham Road. This section was resurfaced last time in 2010, the same year they did Graham Road, and they used AMATS funds. This stretch of road carries a little less than 8,000 cars a day and has the lowest PCI of the applications at 29. It is about a mile and a half long, and it should score pretty well.

Mr. Siegferth thanked Mr. Demasi and the City for targeting this massive Portage Trail project.

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Mr. Balthis thanked the Administration for all their work applying for these funds. The nuance is not lost that they are not just resurfacing Portage Trail and are looking to improve it and doing it right. That is a wise decision.

Ms. Nichols-Rhodes asked if there were any comments or questions from the public. There were none.

Mr. Brillhart moved to bring out Temp. Ord. B-85 with a favorable recommendation, second by Mr. Ashton. Motion passed (5-0).

**Temp. Ord. B-86**

An ordinance authorizing the Director of Public Service to execute a modification of Contract No. 9258 with Supreme Concrete & Excavation, and declaring an emergency.

Mr. Tony Demasi, City Engineer, presented Temporary Ordinance B-86 to Council. Under the authority of Ordinance 103-2024, the City, after competitive bidding, entered into contract No. 9258 with Supreme Concrete & Excavation, for the purposes of executing the 2025 Sidewalk, Curb/Ramp & Drive Approach Replacement Program. It is necessary to adjust the unit quantities of labor and material in the contract beyond what was originally estimated, in order to meet the needs of the City in executing the 2025 Sidewalk, Curb/Ramp & Drive Approach Replacement Program, which will increase the estimated total contract price by an amount not exceeding \$120,000.00.

The Director of Public Service will be hereby authorized to execute a modification of Contract No. 9258 with Supreme Concrete & Excavation, increasing the unit quantities of labor and material as necessary in the opinion of the Director of Public Service, but not to exceed an amount \$120,000.00 over the original estimated contract price. The Director of Finance will be authorized to make payment for the same from the Capital Projects Funds, Line Item Capital Outlay.

Mr. Demasi stated that the Administration would like to take advantage of favorable bids the City received this year for the sidewalk and drive approach project. Property owners are responsible for maintaining their sidewalks and drive approaches, and this includes replacing them when it is time to do so. Their program works as a cooperative effort to share this cost with residents. If approved, this ordinance will allow the City to be able to replace all the requested locations this year. They are always taking requests to partner with property owners, so call their office to schedule one of their staff to visit the location and provide a quote. This year, they are on track to replace more sidewalk locations than since 2000.

Ms. Nichols-Rhodes stated that the total estimated cost is \$455,564.50, and they had budgeted half a million for the sidewalk program and another \$75,000 for curbs and ramps. She personally appreciates that they are trying to get more done this year and the amount of effort that has gone into this and their effectiveness in accomplishing this.

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Ms. Nichols-Rhodes asked if there were any comments or questions from the public. There were none.

Mr. Brillhart moved to bring out Temp. Ord. B-86 with a favorable recommendation, second by Mr. Ashton. Motion passed (5-0).

**Temp. Ord. B-87**

An ordinance authorizing the Director of Public Service to execute a modification of Contract No. 9075 with Kenmore Construction Company, Inc., for the South Front Streetscape project, and declaring an emergency.

Mr. Tony Demasi, City Engineer, presented Temporary Ordinance B-87 to Council. Under the authority of Ordinance 52-2024, the City, after competitive bidding, entered into contract No. 9075 with Kenmore Construction Company, Inc., for the purposes of executing the South Front Streetscape project. Pursuant to the authority of Section 181.06 of the Codified Ordinances, the City entered into a first modification of said contract on or about November 27, 2024. It is necessary to adjust the unit quantities of labor and material in the contract beyond what was originally estimated, in order to meet the needs of the City in executing the South Front Streetscape project, which will increase the estimated total contract price by an amount not exceeding \$241,656.16.

The Director of Public Service will be authorized to execute a modification of Contract No. 9075 with Kenmore Construction Company, Inc., for the South Front Streetscape project. The Director of Finance will be authorized to make payment for same from the Capital Project Fund, Line Item Capital Outlay.

Mr. Demasi stated that the Front Street Streetscape Project has gone well. One of the major items is the overhead utilities being relocated underground and utility poles being removed. This work requires Utilities to relocate their facilities in new duct banks and transfer those services. In the past, this was considered a legal mandate; recently, it has been classified as reimbursable. This modification represents the work to accommodate the utilities in duct banks, especially AT&T, and they are paying at least this much, if not more, when considering the fiber and labor they are supplying. They have a cooperative agreement with them. The remaining 20 percent represents unforeseen conditions that are found in the field. Tomorrow, they will move from the east side to the west side of the road, so they will see what that side holds for them. This project is going very well. It is on track to be complete in the summer/fall of 2026.

Ms. Nichols-Rhodes thanked Mr. Demasi for negotiating with AT&T to have them assume some of the financial burden. The total cost of the project is \$7,276,303.16. This particular legislation is to add an amount not to exceed \$241,656.16, and they are saving some money from the City's electric. A lot of the work is being done by the City, and it is just the private entities, such as AT&T, who are expected to reimburse them.



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Mr. Demasi stated that this was in the budget in 2024 and then they budgeted for this amount in this year's budget, so this is all budgeted money for this year.

Mr. Balthis stated that he appreciates the thorough explanation. The changes in state law were beyond the City's control. They increased the costs, and the City responded accordingly. This agreement authorizes the payment increased to Kenmore Construction, which is a pass-through because they are the general contractor. The City contracts through them and then makes the payment, but this would be passed through to the Utilities for that purpose. For the work that is now anticipated, there are people from Engineering that inspect these projects and monitor them, so it is not like they are taking the contractors' word for it. They have City employees that are watching, inspecting and confirming everything. There is a lot of goes into this, and he appreciates Mr. Demasi being thorough and keeping an eye on the project.

Mr. James stated that on Temporary Ordinance B-84 and Temporary Ordinance B-85, in Section 2(C), it states not to exceed \$800,000. He wants to make sure that might not be \$800 million just in case anyone is listening.

Ms. Nichols-Rhodes Temporary Ordinance B-84 and B-85 is \$800,000. On Temporary Ordinance B-86, this year, 241 locations have received new sidewalks and 33 drive approaches have been done.

Ms. Nichols-Rhodes asked if there were any comments or questions from the public. There were none.

Mr. Brillhart moved to bring out Temp. Ord. B-87 with a favorable recommendation, second by Mr. Ashton. Motion passed (5-0).

The meeting adjourned at 8:44 p.m.