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**From:** Cavanagh, Ruth  
**Sent:** Thursday, December 4, 2025 1:05 PM  
**To:** SRV fiscalofficer; SRV adminassist; Cavanagh, Ruth; SRV Mayor; Galicki, Dennis; SRV streets  
**Subject:** 3rd party review/Structurepoint meeting

A sunshined, scheduled Streets meeting was called to order at 11:30am on 12/2/25.

Attendees: Mayor Koons, Tim Young, Ruth Cavanagh, Dennis Galicki; Structurepoint group of Kelsey Morton, Aaron Montz, Mike Konrad.

As Project mgr., Morton discussed what Structurepoint's responsibility is as 3rd party review. While they prepare, there are always variables, such as elevation, ROW, quantity changes. All 4 SRV group asked questions. Young commented 'Concept to Completion' and Morton agreed. Cavanagh asked about 3rd party inception. Konrad answered ODOT required this for about the past year.

Billing is submitted to the Village, usually monthly invoices.

Next steps include getting a schematic proposal to Structurepoint, who refines it. Our Engineer then reviews. A motion will need to be made to accept Structurepoint at upcoming meeting on 12/8.

Meeting adjourned at 11:48am.

Note: Structurepoint was the only firm to respond to bid requests.

Respectfully submitted,  
Ruth Cavanagh

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