

President Dan Kaman called the meeting to order at 6:04 p.m. followed by the **Pledge of Allegiance**.

The following Commissioners were in attendance: Dan Kaman, Dick Brady, Dave Waddington, Diedre Cole and Pervis Brown.

**City staff present:** Don Icsman – Law Director & Acting City Manager, Hank Solowiej – Finance Director and Kelly Kresser – Commission Clerk.

Bruce Greenfield, Greenfield & Associates, said since the last planning session was held, the commissioners scored each project or initiative. Bruce Greenfield said he has provided this information via graphs and tables for consideration tonight. Bruce Greenfield said a total weighted score was calculated so that each project or initiative could be ranked by highest priority, individually and collectively. He said the total point chart lists all projects in descending order of score and noted the west end overpass ranked the highest.

Bruce Greenfield said he used a formula to see what kind of internal consistency there was with the projects. He said the rank chart shows the top ten projects and each individual ranking is graphed. Bruce Greenfield said he would have expected these would have been more flat, but noted it appears as if one or more of the commissioners see each project differently. He said the initiative titled ‘improve public safety’ was one of the most flat items with five of the commissioners scoring the project high, yet it still only ranked seventh in order of importance. Diedre Cole said she was under the impression that those rated with the number 5 were projects that are already being worked on while a rating of 1 was for new projects; Bruce Greenfield said this is correct. Bruce Greenfield said he provided a spreadsheet entitled “new projects” showing scores for each. He said it would be helpful if the commission could reach agreement on the new or existing projects and their importance. Bruce Greenfield said there are some major differences in the numbers from one commissioner to the next and believes this should be worth having discussion about.

Diedre Cole said the goals according to these spreadsheets tell her that the city should concentrate on the current or ongoing projects and not consider new initiatives. Pervis Brown said some of the projects do not require the city to take action, e.g.: the west end overpass is a state project. He said he believes for this reason, some new projects or initiatives should get into the pipeline and be discussed. Bruce Greenfield asked if Pervis Brown was suggesting separating the current projects from the new projects in order to rank them. Dick Brady asked if this meant filtering in one new project for every five current projects; he said he believes this would retard the current projects which are underway. Dan Kaman said the city does not yet know the cost(s) for some of the ongoing projects. He said the completion of the paper district marina is one good example as this may not be pursued as aggressively as it should be and has been constructed in phases. He said the project entitled “improving code inspection and enforcement” may not be feasible because of the lack of city personnel/staff. Bruce Greenfield said there may be city employees who have to make decisions about what project(s) they work on each day and that knowing the importance of certain projects as identified by the commission may help them to know how to plan their work (and ensure they are not working on low priority projects). Bruce Greenfield said he would like clarification about what is a current project or initiative and what is new. Dan Kaman said the sportsplex project, as an example, is not yet a city project, and suggested it should not be ranked. Bruce Greenfield said these projects should be given a 1 for this reason (whether or not it is a city project).

Each project or initiative was then given a collective ranking by the commission as follows:

	<b><u>PROJECT/INITIATIVE</u></b>	<b><u>RANKING</u></b>
<b>1)</b>	Sportsplex	1
<b>2)</b>	Improve water/sewer service lines	5
<b>3)</b>	New court (in city hall?)	1
<b>4)</b>	Repair city streets	5
<b>5)</b>	Consolidate purchasing	2
<b>6)</b>	Lions Park master planning	5
<b>7)</b>	Huron Park master planning	5
<b>8)</b>	Create mission/vision statement	2
<b>9)</b>	Implement ICMA recommendations	3
<b>10)</b>	Improve code inspection/enforcement	5
<b>11)</b>	Clean up neighborhoods (houses, drugs)	5
<b>12)</b>	Create downtown art district	1
<b>13)</b>	Regional team for economic development	4

	<b>PROJECT/INITIATIVE</b>	<b>RANKING</b>
14)	Master plan for Surfs Up	2
15)	Complete Paper District marina	5
16)	Payroll stabilization fund	5
17)	Airstrip expansion at NASA Plumbrook	1
18)	Study other things to do with the water	5
19)	Skateboard parks	4
20)	West end overpass	5
21)	Fund and benchmark ECEDC	5
22)	Fund Brownfield cleanup	5
23)	Snow machine for Mills Creek hill	DELETE
24)	Plan for city building	5
25)	Downtown development	DELETE
26)	Conestoga program	5
27)	Improve public safety	5
28)	Relationships with other local governments	5
29)	Create emergency preparedness plan	5
30)	Enhance tourism opportunities	DELETE
31)	Storm water management	3

**A ten minute break was held at 7:55 p.m.**

Bruce Greenfield distributed a new spreadsheet with the total point scores by project or initiative based upon the development of the collective rankings (above). He said there is still some spiking with a few of the items on the list.

Bruce Greenfield said at the last planning session, there were several items added to the list, but not yet ranked by all of the commissioners including:

- 1) downtown satellite college campus
- 2) bus routes for after school program
- 3) youth commission
- 4) safe routes to school
- 5) bio-pool
- 6) child's bus route

Diedre Cole said she added the safe routes to school initiative as this would be 'free' money available to the city. Dave Waddington said he read the material about safe routes to school, but believed the deadline passed; Diedre Cole said next program deadline is January, 2012. She said the city will be required to pass a Resolution of support which will then be forwarded to the Sandusky Board of Education. She said this should be part of the city's street master plan in helping link our parks to our schools and make needed and necessary repairs. Bruce Greenfield said since this is a new project/initiative, it should be ranked as a 1.

Diedre Cole said the youth commission concept is being discussed with staff at the city school system; Bruce Greenfield said as a new initiative, this should also be ranked as a 1.

Diedre Cole said the bus routes for after school program would take kids where they need to go for various after school programs. Dave Waddington said this may be done through the SPARC route and Bruce Greenfield said this should also then be ranked as a 1 as it is a new concept.

Dave Waddington asked if anyone has heard about the proposed downtown satellite college campus project and Dick Brady said he will be attending a meeting later this week about this project with John Lippus from the Sandusky Main Street Association. It was determined this project should be removed from the list as it is not a city project.

Bruce Greenfield asked the commission to take a blank spreadsheet with the additional four items that have been added, rank them, and return them to Kelly Kresser. Bruce Greenfield said he will then send back a revised spreadsheet for Kelly Kresser to make copies for everyone.

**At 7:21 p.m., Dan Kaman announced adjournment of the special session.**

---

Kelly L. Kresser  
Clerk of the City Commission

---

Daniel J. Kaman  
President of the City Commission