

Dennis Murray **called the meeting to order** at 5 p.m. after **the Invocation**, given by Dave Waddington, and the **Pledge of Allegiance**.

The clerk called **the roll** and the following Commissioners responded: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart.

City staff present: Dave Degnan– Fire Chief, John Orzech – Police Chief, Aaron Klein – Public Works Director, Angela Byington – Director of Neighborhood Development & Planning, Brad Link – Director of Public Services, Don Rumbutis – IT, Stuart Hamilton – IT Manager, Trevor Hayberger – Acting Law Director, Sally Poggiali – Senior Accountant Auditor, Eric Wobser – City Manager and Kelly Kresser – Commission Clerk.

Upon motion of Dave Waddington and second of Dick Brady, the Commission voted to approve the minutes of February 8, 2016, meeting and dispense with the formal reading. The President declared the motion passed.

AUDIENCE PARTICIPATION

None.

PRESENTATION

Eric Wobser introduced Kyle Roth - Kyle Roth Design, and Cathy Fromet - Studio Graphique, who presented materials regarding **the redesign of the city seal and other branding materials prepared for the city's 2018 Bicentennial**. Eric Wobser said early on, a need was identified for a Bicentennial seal and resources were set aside for this to be created. Kyle Roth was brought on for this task and Studio Graphique (at a later date) to look at wayfinding signage for the community. Kyle Roth said this project began several months ago starting with looking at where we were, where we explored, where we were headed, branding elements and where to go from that point for the Bicentennial logo. The street grid was incorporated into the new design as presented and a master logo as well as a secondary log were presented. This encapsulates what the city is about rather than calling out specific elements and the street grid plays a role with this along with different shades of color. Some of the icons to be used call out historic themes, neighborhoods and the waterfront.

Cathy Fromet said part of the process for designing wayfinding signage is understanding the city to build a community profile. This process is to create a positive and unique lifestyle of the community thus are for the residents and visitors. It also is to hail on the city's history and how the city will move forward. One of the first exercises done was to understand the character traits to evoke a certain feeling for people when they see the signage. The people of Sandusky are aware and are intent on supporting their community. Sandusky is also entrepreneurial and the signs should have a forward looking style to them. Sandusky has a very large visitor base and we would like to capture their attention. The city's high assets include the Lake and its neighborhoods. Sandusky is progressively minded and established with a strong urban core. The conceptual design is being taken into consideration and has not been completely vetted, but gateway designs were shown using the grid structure, colors and design elements which speak to Sandusky. A variety of sign types will be used throughout different areas of the city.

Eric Wobser said the next step will be for the commission to adopt the new seal after making sure there is a general comfort level with it. This is a much bigger picture and a much larger process. Nikki Lloyd thanked the members of the Bicentennial Commission and for all of the time they have put into this process. This is the first time she has seen any of the gateway signage and thinks it looks really great. The seal is simple yet complex and thinks it is modern and updated while still embracing our history. Naomi Twine said she also appreciates the time put into this and likes the thought put behind the street grid, the color and the water which are important to acknowledge the character of the community. Wes Poole asked what materials the sign will be made of and Cathy Fromet said the use of a resin material is being experimented with which would look like glass; it is shatterproof and environmentally friendly. The intent of wayfinding signage is not to simply plaster a logo all over, it is to use and evoke

elements from the logo so it becomes part of the city's identity. Kyle Roth said this is part of the branding guidelines to follow choices and colors as outlined.

Bill Semans, Bicentennial Commission Chairperson, said they are enjoying the process but there is a lot of work ahead. The Committee members were happily surprised at the process and the creation of the Bicentennial logo. It is fresh, yet complex.

Wes Poole said this started out to be a process where a logo was created for the Bicentennial, but we are now talking about replacing the city logo as well. Before this is done, he would like someone to explain the logo so as people see it, he knows what it means and can answer the question. We will have to live with it moving forward but it does not move him very much; he would like to make sure people understand it at a basic level. Wes Poole said he can speak to the current logo and the fish, the water and their meaning, but not this. Dennis Murray said everyone needs to be conversant in the narrative which goes along with the seal based upon the Masonic emblem and the different pieces of our community being represented by the shading and the water. Kyle Roth said this is more conceptual which allows multiple responses as to what it is. This seal incorporates the entire city, not just people who boat or fish. This seal represents the neighborhoods where people live and being encapsulated in the circle means unity; the shades represent different races and creeds all within one structure. There are different meanings for different people within it and this was the goal with it.

Geoff Oglesby, Bicentennial Commission member, said they desire input from people in the city to assist with the Bicentennial endeavor.

CURRENT BUSINESS

Upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to accept all communications. The President declared the motion passed.

ITEM #1

ORDERED IN 2.8.16

AMENDING CODE OF ORDINANCES PERTAINING TO RECREATION BOARD

PASSED AT FIRST READING: It is requested an ordinance be passed **amending Part One (Administrative Code), Title Seven (Boards and Commissioners), Chapter 165 (Recreation Board) of the Codified Ordinances of the City of Sandusky, in the manner and way specifically set forth hereinbelow.**

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to approve this ordinance at first reading.

Discussion: Dave Waddington said as liaison to the Recreation Board, the current eight members are residents, but we can look outside of the city as there are non-residents who use our parks and services, are helpful and interested. Dennis Murray said there are a lot of stakeholders in the community and boards and commissions should not be limited to Sandusky residents.

Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed at first reading.

ITEM #2 – Submitted by Amanda McClain, Paralegal

SALE OF PROPERTY LOCATED AT 1134 FIFTH STREET THROUGH LAND REUTILIZATION PROGRAM

Budgetary Impact: The cost associated with these purchase agreements is the total amount of the title examination, recording and transfer fees, and survey and deed preparation. Any such costs shall be recouped by the city from the nonrefundable earnest money deposits required to be paid by purchasers upon sale. By returning this nonproductive land to tax producing status, the taxing districts will begin collecting real property taxes in the amount of approximately \$442.84 per year.

ORDINANCE NO. 16-022: It is requested an ordinance be passed **declaring that certain real property owned by the city as part of the land reutilization program identified as Parcel #57-02778.000 located at 1134 Fifth Street, Sandusky, is no longer needed for any municipal purpose and authorizing the execution of purchase and sale agreements with respect to that real property;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Dennis Murray said this is one more successful example of the city's mow-to-own program and taking an unbuildable lot and splitting it between property owners. This creates additional greenspace and puts property back onto the tax rolls.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #3 – Submitted by Amanda McClain, Paralegal

SALE OF PROPERTY LOCATED ON CLEVELAND ROAD THROUGH LAND REUTILIZATION PROGRAM

Budgetary Impact: The cost associated with this purchase and sale agreement is the total amount of the title search deed preparation, and any other customary fees that may be due and payable in the ordinary course of the sale and purchase transaction. The city will recoup the cost of the expenses from the sale. The taxing districts will begin collecting approximately \$628.94 per year in real estate taxes.

ORDINANCE NO. 16-023: It is requested an ordinance be passed **declaring that certain real property owned by the city as part of the land reutilization program identified as Parcel #57-01040.000, located on Cleveland Road is no longer needed for any municipal purpose and authorizing the execution of a purchase and sale agreement with respect to that real property;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Nikki Lloyd and second of Dave Waddington, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Dave Waddington said he was happy to see CJ Properties were credited with their past maintenance on this property valued at \$3,500, and said the property was actually appraised at \$20,000. Dennis Murray asked what fund this will go into and Matt Lasko said it stays in the land bank account for the future of the program.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #4 – Submitted by Amanda McClain, Paralegal

ACCEPTANCE OF FIVE PARCELS THROUGH LAND REUTILIZATION PROGRAM

Budgetary Impact: The cost of this acquisition will be approximately \$750.50 to pay for the title exams and transfer fees, but will be recouped upon the sale of the parcels. The city will not collect the \$4,140.73 owed to the city in special assessments, nor will the taxing districts collect the \$16,825.35 owed in delinquent taxes. However, all or part of this cost may be recouped and reimbursed upon the sale of the parcels. As the properties are put back into tax producing

status, the taxing districts will once again begin collecting real estate taxes in the amount of approximately \$3,752.84 per year.

RESOLUTION NO. 010-16R: It is requested a resolution be passed **approving and accepting certain real property for acquisition into the land reutilization program**; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to approve this resolution under suspension of the rules and in full accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the resolution: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

**ITEM #5 – Submitted by Kelly Kresser, Commission Clerk
2015 REPLACEMENT PAGES FOR CODIFIED ORDINANCES**

Budgetary Impact: The cost of the revisions for the Codification supplements and updating the code on the internet will be taken from the contractual services line item in the Commission's budget (50%), sewer funds (25%), and water funds (25%). This item is appropriated each year.

ORDINANCE NO. 16-024: It is requested an ordinance be passed **approving current replacement pages to the Sandusky codified ordinances for the period of January 1, 2015, through December 31, 2015**; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Nikki Lloyd and second of Naomi Twine, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

**ITEM #6 – Submitted by Brad Link, Director of Public Services
TREE REMOVAL AND TRIMMING**

Budgetary Impact: The total cost of the project based on bids, including engineering, inspection, advertising and miscellaneous costs is \$62,479.69 coming from the capital projects funds. This project was made possible through Issue 8.

ORDINANCE NO. 16-025: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a contract with Tree Experts of Huron, Ohio, for the 2016 tree removal project**; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Dave Waddington said he is happy 49 dead trees will be removed and 30 trees will be trimmed. Dennis Murray said this is the same company which performed tree removal services for the city last year and they did a great job. Greg Lockhart said a lot of people ask about their trees and if there is a way to let people know where they are on the list. Brad Link said we currently are working on a list for 2017 and questions can be directed to the Public Services office. Evaluations are done on each tree and includes stump removal. Wes Poole said if the contractors are dealing with trees on the list as presented, this is catch up work.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart,

7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

**ITEM #7 – Submitted by Troy Vaccaro, Fleet Maintenance Chief Foreman
PURCHASE OF FORD UTILITY POLICE SUV**

Budgetary Impact: The total cost of this purchase will be paid with capital funds.

ORDINANCE NO. 16-026: It is requested an ordinance be passed **authorizing and directing the City Manager to purchase one 2016 Ford Utility Police SUV through the State of Ohio Cooperative Purchasing program from Statewide Ford Lincoln of Van Wert, Ohio, for the Police Department;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine and second of Dave Waddington, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: John Orzech said this will bring the capacity of four-wheel drive vehicles to two in the Police Department. Moving forward, three of these vehicles would be ideal and Troy Vaccaro does an outstanding job with the city's fleet.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #8 – Submitted by Victoria Kurt, Recreation Superintendent

APPROVAL OF GRANT APPLICATION TO WIGHTMAN WIEBER FOUNDATION FOR RECREATION DEPARTMENT

Budgetary Impact: There is no budgetary impact. These grants require no matching funds from the city and will be used as partial funding for the costs of the projects. If grants are denied, the summer playground program will still occur, but will cause downsizing of activities, equipment and supplies in order to fit the Recreation Department's budget.

RESOLUTION NO. 011-16R: It is requested a resolution be passed **approving the submission of a grant application to the Wightman Wieber Foundation for the Recreation Department and, if awarded, authorizing the City Manager to execute any required agreements;** and declaring that this Resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to approve this resolution under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Dave Waddington said he is excited to see we are doing these programs in Huron Park, Lions Park, Farwell Park and Foxborough Park again and it is important for the community to continue them.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the resolution: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #9 – Submitted by Victoria Kurt, Recreation Superintendent

AMENDMENT TO AGREEMENT WITH DOCKSIDE HOSPITALITY, LLC

Budgetary Impact: There is no budgetary impact with the proposed amendment to the lease agreement.

ORDINANCE NO. 16-027: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an amendment to agreement between the City of Sandusky and Dockside Hospitality, LLC, for services related to the management and use of the Paper District Marina**; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Wes Poole, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Eric Wobser said there was a five-year agreement with Dockside when the Paper District Marina opened in large part because the Avallone's had a vision for the marina. The city had a hard time determining a partner for the day-to-day management; the Avallone's were new to marina management, but they took this on with the opportunity to serve their food in an iconic location on Sandusky Bay. They have since opened more restaurants and the marina has found its legs. This will revise the agreement to give the city the certainty to operate under a five-year lease with an option to renew, but changes the compensation from covering the costs of utilities to paying a full lease amount. A Request for Proposals will be issued to find new marina management. The opening of this restaurant has been an important part of establishing Sandusky's waterfront status for the past several years. This will continue to operate and grow and we can get new revenue through these changes with a new manager at the marina. Greg Lockhart said he has seen the Avallone's run this establishment, and others, and doing a great job; he asked if they could offer the city comments on their experiences operationally. Cesare Avallone said they have found a way or an opportunity to grow the concession stand and separate it from the beverage service. This would leave the food service in the kitchen area and alleviate cross contamination. This will also alleviate some waiting times during high capacity and give a relaxed feel. Cesare said he has issued some drawings for a masonry service counter to navigate newcomers and regular customers. These must be approved by the city and will be through the process. Dennis Murray said this a great arrangement and we each need to do what we know best and it is better to have the Avallone's in the kitchen than trying to manage docks. Dennis Murray said what they have done as a couple to promote entrepreneurialism in the city has been outstanding. Nikki Lloyd said they are one of the reasons she and her husband moved back to Sandusky and is happy to see the five-year extension on the lease.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #10 – Submitted by Aaron Klein, Director of Public Works

SUBMISSION OF GRANT APPLICATION FOR LIONS PARK BEACH

Budgetary Impact: The maximum amount of funding available is \$175,000. If awarded, the EPA requires a dollar for dollar match up to the amount awarded. Matching dollars would come from available storm water or Issue 8 infrastructure money depending on the timing of the award agreement. The city has entered into an agreement with Environmental Design Group for \$7,105 from Issue 8 funds to complete the application, budget and conceptual design. If awarded, staff will return to the City Commission with budget details and a financial plan of action for payment of this project.

RESOLUTION NO. 012-16R: It is requested a resolution be passed **authorizing and directing the City Manager to file an application with the U.S. Environmental Protection Agency for financial assistance through the 2015 Great Lakes Shoreline Cities Green Infrastructure grant for projects for Lions Park**; and declaring that this Resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine and second of Dave Waddington, the commission voted to approve this resolution under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Aaron Klein said the federal government is very active in ensuring the water quality of the great lakes is brought up to standard. Notification was received about putting \$175,000 toward projects related to beaches. When the city received this, the project was specific to Lions Park beach, Kiwanis Park beach and Cedar Point beach. We tried to figure out what we could do within infrastructure requirements of the grant. The next planned infrastructure improvement for Lions Park was the parking lot. We are looking to obtain a 50/50 grant of \$175,000, and are looking at all of our options. Dick Brady said Aaron Klein is good at putting these types of things together and making the city eligible; this is a matching grant and these are good things for the community. Aaron Klein said these processes take quite a while and this resurfacing may not happen in 2016. Greg Lockhart said a lot of people get around with wheelchairs or scooters and asked if this plan is ADA accessible; Aaron Klein said every parking lot includes this accessibility. Greg Lockhart said he understands there may be some benches at Lions Park which do not have accessibility and Aaron Klein said there have been discussions about making the grass space between the bicycle path and the benches accessible. Eric Wobser said Lions Park was identified for the completion of the city's first handicapped accessible play equipment last year. Wes Poole said the Lions Park project is already designed and we are committed to it and is glad staff has put us in a position to get these kinds of grants. The parking lot should follow the design already approved and Aaron Klein said this is the full intention. Preliminary cost estimates are extremely high and we are looking to ensure there are items we may not need to have. Of all the projects identified in the Comprehensive Master Plan, Lions Park was the one with a Master Plan already available. Dennis Murray said this is a gorgeous plan and is excited about the possibility of seeing this come to fruition. Dennis Murray asked about porous pavement and Aaron Klein said it is about 75% more expensive which is significant. Additionally, this would not be a good option for Lions Park because of the way the water drains. Dennis Murray said we all romanticize about the possibility of putting a beach here, but the water does not stay in such a way to create one. Dave Waddington said the Master Plan was developed in 2009 and pushed for a splash pad and a playground at this park rather than a beach because of the issues with creating a beach.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the resolution: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #11 – Submitted by Aaron Klein, Director of Public Works

CONTRACT AWARD FOR EMERGENCY WATER MAIN RELOCATION AT CEDAR POINT

Budgetary Impact: The cost of the project based on bids and including engineering, inspection, soil borings, advertising, as-built surveys and miscellaneous costs is \$274,756.90 to be paid from the water fund.

ORDINANCE NO. 16-028: It is requested an ordinance be passed **approving the emergency work for the water main relocation at Cedar Point and authorizing and directing the City Manager to enter into a contract with Haynes Construction of Norwalk, Ohio, in relation thereto;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Greg Lockhart said he is happy to see the city found a less expensive way to do this work and using PVC rather than steel which is a tremendous savings to the city. Dave Waddington said we have had several breaks in this area and every time this happens, the city loses revenue and taxes which cannot be recouped.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #12 – Submitted by Jeff Keefe, Assistant City Engineer

CONTRACT AWARD FOR CALDWELL STREET RECONSTRUCTION, PHASE 1

Budgetary Impact: The cost of the project based on bids, including adding Alternate #1, in-house engineering and inspection, advertising and miscellaneous costs is \$187,937.41 to be paid from Community Development Block Grant funds.

ORDINANCE NO. 16-029: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a contract with Erie Blacktop, Inc. of Sandusky, Ohio, for the Caldwell Street reconstruction project – Phase I;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Wes Poole said some streets in the city last longer than others and asked about the use of these new streets and their longevity. Aaron Klein said these will be built to heavy standard so they will be supported by the trucks using them.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #13 – Submitted by Angela Byington, Director of Neighborhood Development & Planning

ISSUE 8 RESIDENTIAL DEMOLITION PROJECT #1

Budgetary Impact: The project cost based on the bid, including advertisement and miscellaneous costs is \$38,551.80. This project will be paid with Community Development Capital Project funds.

ORDINANCE NO. 16-030: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a contract with Premier Concrete of Norwalk, Ohio, for the Issue 8 residential demolition project #1;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Nikki Lloyd and second of Naomi Twine, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Angela Byington said this item is for the demolition of four properties and will come from Community Development Capital Project funds.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #14 – Submitted by Angela Byington, Director of Neighborhood Development & Planning

CDBG FY 2015 RESIDENTIAL DEMOLITION PROJECT #2

Budgetary Impact: The project cost based on the bid, including advertisement and miscellaneous costs is \$32,717.20. This project will be paid with FY 2015 Community Development Block Grant funds.

ORDINANCE NO. 16-031: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a contract with Premier Concrete of Norwalk, Ohio, for the CDBG FY 2015 residential demolition project #2;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Angela Byington said this is for asbestos abatement and demolition of three properties and will be paid for with CDBG funds. Properties not owned by the city will have liens placed for future collection.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #15 – Submitted by Angela Byington, Director of Neighborhood Development & Planning

COMMUNITY DEVELOPMENT BLOCK GRANT FY 2015 SUBSTANTIAL AMENDMENT

Budgetary Impact: There are no funds required to implement this amendment as all funds are currently allocated to the city through the existing and past CDBG grants.

ORDINANCE NO. 16-032: It is requested an ordinance be passed **approving a substantial amendment to the city's FY 2015 one-year Action Plan for the Community Development Block Grant program year of July 1, 2015 through June 30, 2016; and authorizing and directing the City Manager to submit the amended Action Plan to the United States Department of Housing & Urban Development;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Nikki Lloyd and second of Dave Waddington, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #16 – Submitted by Angela Byington, Director of Neighborhood Development & Planning

AGREEMENT WITH CITY ARCHITECTURE FOR A BLIGHT STUDY & URBAN RENEWAL PLAN

Budgetary Impact: The project cost will not exceed \$23,950. The blight study cost is \$9,950 and the urban renewal plan is \$14,000. The cost will be paid with economic development capital project funds (Issue 8).

ORDINANCE NO. 16-033: It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an agreement with City Architecture, Inc., of Cleveland, Ohio, for professional services for a blight study and urban renewal plan;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Dick Brady and second of Dave Waddington, the commission voted to approve this ordinance under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Angela Byington said a blight study is required by the Ohio Revised Code in order to establish an urban renewal area and will include a parcel-by-parcel inspection of all properties within the study area. The area includes property on Shoreline Drive between Jackson and Franklin Streets, blocks between Shoreline Drive, Washington Street, Columbus Avenue and Wayne Street, and blocks between East Water and East Washington Streets, Perry and Franklin Streets. In general, in order for the area to be eligible for designation of an urban renewal plan area, there must be a substantial number of deteriorated or deteriorating structures, site or other improvements, diversity in ownership, tax delinquencies, etc. that hinder redevelopment. The purpose of urban renewal is to improve specific areas of a city that are poorly developed or underdeveloped. The plan will align with the goals of the newly adopted Comprehensive and Strategic Plans and could indicate things such as acquisition, demolition, removal of structures, redevelopment, public improvements, rehabilitation and proposed zoning changes, land uses, maximum densities and building requirements. The ultimate purpose is to make the area more appealing and conducive for economic investment. Urban renewal provides for the following tools including: use of tax increment financing to finance improvement projects, powers to buy and assemble sites for development or redevelopment, and flexibility in working with private parties to complete development projects. Examples of projects that can occur in the plan area include: use of tax increment financing for improvement projects, powers to buy and assemble sites for development or redevelopment, and flexibility in working with private parties to complete development projects. Examples of projects that can occur in the plan area include: construction or improvement of streets, utilities and other public uses, rehabilitation or conservation of existing buildings, acquisition and improvement of property and resale or lease of property. Prior to approval of an urban renewal plan, it must be approved by Planning Commission and the City Commission. During this process, there are open public meetings and affected parties, such as applicable taxing districts, are consulted. The city issued a Request for Proposals directly to three consultants. The city only received one other quote, as the service is specialized. The other quote came in at \$82,261. Staff believes City Architecture has spent close to a year working on the Comprehensive Plan and this has provided them additional knowledge and data that they will be able to utilize which resulted in a lower proposal cost. The cost will be paid for with economic development capital project funds. At this time, staff is requesting legislation be adopted to enter into contract with City Architecture for a not-to-exceed amount of \$23,950 for completion of both the slum and blight study and urban renewal plan. Wes Poole said he requested the block of East Market, Hancock Street, East Washington and Franklin Street be included with the study area and asked why it was not. Angela Byington said Commissioner Poole indicated he would like to see this included and at that time, discussed with him the fact that the proposals had already been received. Since this time, staff has discussed this and determined if the contract moves forward, we can look to do a change order if the City Commission would like to. Greg Lockhart said the Commissioners received this prior to the weekend and he does not like to get something on Thursday and make a decision about it Monday. This is a very important decision and would have liked to have more input about the designated area. Greg Lockhart said he would like to see the existing blight study area and how it connects to this area. This area does encompass all of downtown; Eric Wobser said the area in question has to, in total, be predominately slum and blight which is why the area chosen is what was believed to be. This area is also contiguous to the Paper District area and comprehensive so as not to defeat the purpose of legislation which allows urban renewal districts to be created. Dick Brady said the concept in doing this study and designating an urban renewal area, is to have opportunity to find another stream of revenue to accomplish such things as infrastructure improvements. This means there will be more dollars available for infrastructure and Issue 8 dollars can be spent on other things in our neighborhoods. Eric Wobser said this is an important part of this and downtown is an important and critical piece to redevelopment. We cannot be focused exclusively on downtown; we need to spread resources into our neighborhoods. We do seem to be going in an upward trajectory rather than in a downward trajectory and ultimately, the longer we wait to put these kinds of tools in place, the greater potential the area would get smaller and smaller. Greg Lockhart asked about the area

between Wayne and Franklin Streets and what the plan is for redevelopment outside of these areas. Eric Wobser said there are many tools for these portions of the city using public resources leveraged from downtown. This is the most comprehensive area to extend this without stretching the definition of slum and blight. Nikki Lloyd said we are trying to accomplish the slum and blight study and some of the areas left out have already been improved. Once this study is complete, it will allow the city to take funds from the other urban renewal plan and spend them in this area. Eric Wobser said this is one option which could be available. There is debt service for these projects and an additional urban renewal area would be eligible. There is a trauma or fear of a difficult situation in passing an urban renewal area where there is a lot of single-family housing as it creates fear of the use of eminent domain. Nikki Lloyd asked if this will open the city up to additional grant opportunities tonight if this legislation is passed and Eric Wobser said it would. Greg Lockhart said his main focus is to know this is a greater priority to do this area rather than others. Eric Wobser said downtown is a little more distinct than other areas because of the investments being generated in this area. We are not seeing this kind of private development yet in other areas, but hopefully this will happen in the future. Wes Poole said there is a large three story commercial apartment complex in the area he had asked to be included in the study, a grocery store which takes up the parking lot from Washington Street to Market Street and a drive through on the Franklin Street side; it is not a place filled with residential housing. Eric Wobser said he agrees completely and the blocks shared with these buildings still include single family housing on the edges of these blocks. These are good goals and moving forward, a change order will accomplish this.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Wes Poole and Greg Lockhart, 5. Abstain: Dennis Murray and Nikki Lloyd, 2. Roll call on the ordinance: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Wes Poole and Greg Lockhart, 5. Abstain: Dennis Murray and Nikki Lloyd, 2. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.

ITEM #17 – Submitted by Arielle Blanca, Community Development Manager

GRANT APPLICATION WITH OHIO DEPARTMENT OF TRANSPORTATION FOR SAFE ROUTES TO SCHOOLS

Budgetary Impact: There is no impact on the city's general fund. All projects in the program will be paid for through grant funds.

RESOLUTION NO. 013-16R: It is requested a resolution be passed **authorizing the filing of an application with the Ohio Department of Transportation for the 2016 Safe Routes to School cost reimbursement program;** and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

Upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to approve this resolution under suspension of the rules and in full accordance with Section 14 of the city charter.

Discussion: Dennis Murray said this was a late addition to the Agenda and normally this is discouraged, but sometimes things catch us quickly and we adapt to this. Arielle Blanca said we have been figuring out what to apply for with this grant; we will complete infrastructure projects near Sandusky Middle School as included in the 2013 School Travel Plan. The Engineer's Estimate of cost is \$285,000 for the eight projects we are applying for; we can apply for up to \$400,000 and there is no match. Dennis Murray said the schools are still working on their transformation plan and this will supplement their efforts.

Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. Roll call on the resolution: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.

CITY MANAGER'S REPORT

Eric Wobser said Nikki Lloyd and Victoria Kurt have been in contact with several of the potential members of the **Events Committee** and is proud to say they all have gladly accepted the offer to serve on this committee. The committee members are as follows: Dave Taylor, Dave Bier, Steve Ernst, Matt Keech, Andrea Smith, Chris Parthemore, Matt Ehrhardt, Chris Rankins, Tony Schaffer and Susan Sartor. City staff members will be Victoria Kurt and Jeff Keefe. This is a good mix of people who plan and implement downtown events.

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to pay \$371 in annual membership dues to the Erie County Chamber of Commerce on the city's behalf. The President declared the motion passed.

Eric Wobser invited the City Commission and members of the general public to **the annual State of the City address with the Sandusky Rotary Club on March 10 at 12 p.m.** at Castaway Bay. This will set the stage for continued progress in 2016.

Eric Wobser said staff members from the Local Government Services Division of the State Auditor's Office were on site during the week of February 8 to begin **field work on the compilation of the 2015 Comprehensive Annual Financial Report.**

Eric Wobser said the next scheduled **Audit/Finance Committee** meeting is Friday, March 18 at 7:45 a.m. The preliminary budget has been approved and will be going out to the commissioners by March 1 for their consideration at the March 14 meeting. Dennis Murray said the scope of the Audit/Finance Committee's approval of the budget is our overall level of spending, reserves and revenue.

Eric Wobser said the **OWDA loan for grit and bar screen projects at the Waste Water Treatment Plant has been approved** and the city will immediately perform a draw for work completed for both projects.

Eric Wobser said there was an announcement made at **the federal level about funding for hard hit homes which would float to county land banks.** Ohio Senators Rob Portman and Sherrod Brown worked on this. The Thriving Cities arm of the Western Reserve Land Conservancy, which helped to establish the county land bank, was also very important in the advocacy of this funding which will create a funding source from the federal government to local governments to address abandoned homes. A survey was performed with the Western Reserve Thriving Communities Institute in late 2014 to survey the condition of every home in Sandusky and we are in talks with the Erie County Land Bank currently about how we can partner with them to ensure they have the capacity to deliver on what will be a significant amount of funding for how we can apply it to demolish homes beyond repair.

Eric Wobser said the city is currently undertaking **Phase I Environmental Site Assessment work at 707 Warren Street** as part of its 45-day due diligence period. This work is being completed by Emerald Environmental of Kent, Ohio, and will be received in a few weeks.

Eric Wobser said the **city's application to the Ohio Department of Commerce to classify the former Sunoco station at 1651 Tiffin Avenue as a Class C abandoned site** has been submitted and is currently under review. The city is also in the process of updating a Phase I Environmental Site Assessment and completing limited soil testing. These steps are prerequisites for any municipality hoping to secure funding through the Abandoned Gas Station Cleanup Fund administered through the Ohio Development Services Agency. Staff hopes to approach the Commission in the upcoming weeks for permission to apply for funding through this program.

Eric Wobser said the **program year 2016 CDBG public participation will begin at the end of February.** There will be a Consolidated Plan Advisory Committee meeting on February 26 and the first public hearing will be held at the March 14 City Commission meeting. Subrecipient funding applications will be available February 29, and will be due back to the city on March 25.

Eric Wobser said **ridership on the Sandusky Transit System was down seven percent** for January, led by an eighteen percent decrease in Demand Response ridership. We expect ridership to remain down until the redesign of our Fixed Route System this summer. Like transit systems around the country, lower fuel prices and lower unemployment reduce demand, especially if transit is inconvenient to use. Making our system more approachable and convenient is the goal of this system redesign. We are attempting to get riders onto our fixed route system which is more efficient.

Eric Wobser said **during the month of February, the city used 144 tons of salt and 960 gallons of brine.** To date we have used 400 tons of salt.

Dave Waddington said the first **business roundtable meeting** will be March 16 at 12 p.m. at the Sandusky Fire Station. Staff has been working to host this and bring together leaders from the business community and partner organizations focusing on economic development.

OLD BUSINESS

None.

NEW BUSINESS

Upon motion of Dick Brady and second of Wes Poole, the commission voted to hold an executive session regarding the sale of real property. Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the motion passed.

Upon motion of Dick Brady and second of Greg Lockhart, the commission voted to hold an executive session regarding the sale of real estate. Roll call on the motion: Yeas: Dick Brady, Dave Waddington, Naomi Twine, Dennis Murray, Nikki Lloyd, Wes Poole and Greg Lockhart, 7. The President declared the motion passed.

Dennis Murray said a **Public Hearing will be held on March 16 for the 2016 budget.** Per the Charter, this must be adopted by the end of March. Wes Poole said he would like to speak about the details and the departments for this budget year.

AUDIENCE PARTICIPATION

Sharon Johnson, 1139 Fifth Street, asked about Dockside Café building something new at the Paper District Marina and asked to elaborate on this. Eric Wobser said this is all very preliminary and we are looking at the layout to make sure it works for the city; any expenditures made over \$10,000 would have to be approved by the City Commission. The Avallone's are looking to make this investment themselves but may apply for Issue 8 small business funding for a portion to offset their costs. All this is to be determined in the future but we are still in a due diligence phase as to how this will move forward. Eric Wobser said this is an external masonry wrapping to separate the food/kitchen concession with the bar area. The details will have to be looked at and there are still a lot of questions to be answered about costs and permanency.

Upon motion of Dennis Murray and second of Wes Poole, the commission voted to appoint Naomi Twine to serve on the Economic Development Review Committee rather than Dick Brady.

Discussion: Dennis Murray said at the last meeting, Dick Brady was appointed to the **Economic Development Review Committee**, but because of the signage component, he may have a conflict of interest.

The President declared the motion passed.

At 6:48 p.m., the President announced a recess of the regular session. At 6:53 p.m., the commission went into executive session. At 7:20 p.m., the commission returned to open session and the President announced the meeting was adjourned.

Kelly L. Kresser, CMC
Clerk of the City Commission

Dennis E. Murray, Jr.
President of the City Commission