

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

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

**City staff present:** John Orzech – Police Chief, Dave Degnan - Fire Chief, Aaron Klein – Public Works Director, Matt Lasko – Chief Development Officer, Brad Link – Director of Public Services, Angela Byington – Director of Neighborhood Development & Planning, Don Rumbutis – IT, Stuart Hamilton – IT Manager, Trevor Hayberger – Acting Law Director, Hank Solowiej – Finance Director, Eric Wobser – City Manager and Kelly Kresser – Commission Clerk.

**Upon motion of Naomi Twine and second of Nikki Lloyd, the commission voted to excuse Dick Brady from the meeting. The President declared the motion passed.**

**Upon motion of Dave Waddington and second of Naomi Twine, the Commission voted to approve the minutes of the April 11, 2016, meeting and dispense with the formal reading. The President declared the motion passed.**

**Dennis Murray announced Items #10A and #10B will not be considered this evening as additional work needs to be done prior to being adopted. Item #11 was walked in today for consideration due to the potential for grant dollars to be lost if not passed prior to an early May deadline.**

#### **AUDIENCE PARTICIPATION**

Sharon Johnson, 1139 Fifth Street, asked if the \$60,000 budget for the neighborhood programs is strictly for consultants (Item #3), and if the money is coming from the development account or Issue 8 funds. Sharon Johnson asked if the monies for the Cold Creek property purchase will be taken from Issue 8 funds (Item #4). Sharon Johnson asked what the Water Supply Revolving Loan fund is (Item #8). Sharon Johnson said profits for the management of the Paper District Marina (Item #12) over \$45,000 are to be split fifty/fifty, but asked what will happen with the monies between \$10,000 and \$45,000.

Mike Zuilhof, 243 East Market Street, said he supports of the rezoning request for Item #1 and is excited to see this. Mike Zuilhof said he is supportive of the city purchasing the Cold Creek property (Item #4) and normally greenspaces are set aside in perpetuity, but this subdivision failed and this will protect their (the property owners') investment.

#### **PRESENTATION**

**Upon motion of Wes Poole and second of Dave Waddington, the commission voted to accept a donation of \$10,000, and an in-kind donation for soil (valued at \$2,700) from Erie Group of Companies for the ballfields at Sprau Park.**

*Discussion:* Darren Wikel, Erie Group of Companies, said on behalf of the employees and retirees of the Erie Group of Companies, better known as Erie Blacktop, it is their great honor to support the efforts of the city at **Sprau Park and Amvets Field by donating \$10,000, as well as an in-kind donation of soil, to improve these ballfields.** Eric Wobser said this is very impressive and thanked all involved to make this project possible, starting with Howard Carr. Mr. Carr lives near the ballfields and has been working very closely in volunteering and calling others into action. Brad Link also provided a tremendous amount of leadership with this project and thanked Darren Wikel for his passion for a badly needed project.

**The President declared the motion passed.**

Matt Lasko, Chief Development Officer, said per the Western Reserve Land Conservancy (WRLC) report completed in April of 2015, **191 structures in the city were identified as being in "D" or "F" condition.** These properties are those that minimally display broken or missing windows, crumbling foundations, open holes and water infiltration, or at worst, are immediate

safety hazards and at risk of collapse. “D” and “F” rated properties represented just under two percent of all structures in the city (191 out of 10,118). In response, city staff and the Commission, have begun an aggressive agenda to remove all blighted structures from our neighborhoods. This is being achieved both through increases in code enforcement staff, overall aggressiveness and through increased financial resources being deployed for demolition. The goal is to demolish between 30 – 40 properties per year in order to more quickly stabilize neighborhoods and stimulate private market activity. The demolition agenda is being carried out in partnership with the Erie County Land Reutilization Corporation. In addition to the need for blight elimination, the WRLC study noted the housing stock condition is overall fairly healthy today but noted: “one major challenge, shared with many older communities in the Midwest, is the fact that the majority of the housing stock is over 75 years old.” Further, “the city should consider steps to ensure the naturally aging housing stock does not deteriorate. Preserving the status, while shoring up C-rated properties and addressing those rated D and F should be a top priority.” The city has an ever-aging housing stock worth preserving but this is at risk. We have significantly increased code staffing and enforcement doubling capacity and completing over 3,500 inspections in 2015 which will only continue to increase in future years. We can experience significant upgrades to and investments in our housing stock by incentivizing private investment and/or improvements while also creating opportunities for those who have limited incomes to address emergency repairs needing attention. Our community is attractive to all populations, is rich in history, arts and culture, recreation, community engagement and has access to quality education. We have experienced challenges of out-migration and faced incentives which make it more attractive to purchase outside of our municipal boundaries, coupled with new construction options elsewhere. We can capitalize on our assets and attract new families, young professionals and empty nesters by affecting home buying choices through incentives and diverse housing options that put the city on a level playing field. The goals and outcomes of the program include:

- To spur new housing development and major rehabilitation;
- to diversify available housing options;
- to overcome barriers to homeownership;
- to incentivize redevelopment of vacant properties;
- to preserve existing housing and building stock;
- to enhance exterior conditions and aesthetics; and
- to increase resident retention and attraction.

Project exclusions are:

- Those that permanently or involuntarily displace businesses, tenants or residents;
- those that refinance existing mortgages;
- those considered to be speculative, landbanking or acquisition with no planned improvements or re-occupancy;
- those that do not meet zoning or occupancy codes;
- those in which the applicant has ever or currently owns real estate that is tax delinquent and not on a payment plan, has unregistered rental units, or is in foreclosure;
- those in which the applicant has either or both rental registration or administrative penalty delinquencies;
- those in which the applicant currently has utility delinquencies including, but not limited to, water and sewer; and
- those in which the applicant has ever had a property demolished by the City of Sandusky.

Matt Lasko said properties with code violations are eligible but all violations must be repaired prior to grant disbursement. The first program offering is substantial redevelopment to spur in-fill housing development, vacant property redevelopment and major renovations of existing units which will also diversify housing options within the city. The uses and requirements of

each use (demolition, environmental, physical construction and soft costs) were identified. The second program offering is for exterior repairs to aid in the redevelopment and beautification of existing housing units in order to preserve housing conditions and reduce the prevalence of code violations. The uses include porches, windows and doors, paint and siding, roofs and foundations and the program requirements were outlined. The third program offering is landscaping to aid in the redevelopment and beautification of existing housing units namely through aesthetic enhancements. The uses include new shrubs, trees and flowers, tree removal, planting bed construction, landscape lights and poles and decorative fencing. The fourth offering is for down payment assistance to aid residents who want to purchase a home but do not have enough money saved for their down payment and closing costs and to further stimulate owner occupancy and reductions in vacant properties. Money will be made available for down payment assistance including closing cost assistance. The steps in the approval process include submitting completed applications to the Department of Community Development where they will be reviewed. If the proposed funding is less than \$10,000, staff will provide the applicant with an award letter. For those greater than \$10,000, the final approval will require consideration by the City Commission. Funds will be disbursed either at the time of the project completion or at the time of purchase (for down payment assistance).

**Upon motion of Dave Waddington and second of Nikki Lloyd, the commission voted to move forward with the Neighborhood Initiatives as outlined by Matt Lasko. The President declared the motion passed.**

Angela Byington, Director of Neighborhood Development & Planning, said the city underwent the Bicentennial Visioning process in 2015 and a Master Plan and Strategic Plan were created and adopted. The Master Plan included a high level analysis and associated recommendations for neighborhoods which included things such as major corridor, street and land use recommendations. Based on the input from citizens and findings of the Master Plan, staff is recommending the **implementation of the Sandusky Neighborhood Initiative**. Neighborhood planning is important because neighborhoods are crucial to the vitality of the city as a whole. Maintaining healthy neighborhoods is a strategy to reinvigorate real estate markets and build stronger connections among residents. Neighborhoods can be invested in many ways including an influx of private and public funds, neighborhood leadership and volunteerism, introduction of programming and activities and resident pride. The most impactful effects of investments occur when resources are geographically targeted in smaller areas as opposed to spreading resources thin city-wide. For example, the demolition of two dilapidated homes and exterior rehabilitation and landscaping of ten homes and infrastructure improvements within a ten-block area is much more visible than completing the same items scattered around the City. It is also more likely outside and resident investments will be made in areas part of a strategic investment area. Investment identified in the plans would include recommendations for:

- Safety investments: targeting neighborhoods for quality of life issues through incentives for investment, targeting community impact officers and fostering resident leaders;
- infrastructure investments: greenspace improvements, walkability and bike-ability improvements, trees and sidewalks;
- housing investments: targeting programs for rehabilitation, aesthetic improvements, demolitions and infill development;
- commercial investments: targeting opportunities for commercial and mixed-use developments; and
- marketing/public art investments: branding, public art, historic signage and programming.

This program would not take away from basic city services such as policing, local street paving or code enforcement. The first step in the program would be to select five to seven neighborhoods to focus on in the first round. It is anticipated the average neighborhood size would be 1,000 households. The selected neighborhoods should be diverse in geography, income, housing types, culture and race. There should be a potential partner such as an

institution, non-profit or private entity and it should have a potential for an anchor project or development. The city has set aside \$30,000 in Issue 8 blight funds and it is anticipated a consultant would be under contract by the middle of June and the neighborhoods would be selected by July 1. All neighborhood plans should be completed by the end of 2016 so implementation can begin in 2017. The city proposes to complete the implementation of two neighborhood plans each year in 2017, 2018 and 2019 and to begin Round 2 of the program in 2020 with neighborhood selection and planning again. Annual implementation of the neighborhood plans will be paid from multiple sources, depending on the specific projects. Available funds could include Issue 8 for housing-related and demolition projects, CDBG funds, private development and non-profit organization funds and other grant funding as available and applicable to the projects. The city will also provide a Neighborhood Outreach Coordinator, who will build and organize neighborhood functions and events, market, promote and explain new housing programs, lead volunteer and block group engagement efforts and events, serve as a hands-on liaison between neighborhoods and city departments, encourage and enhance public involvement and maintain a matrix of measurements to evaluate the program effectiveness. As with all programs, the city believes it to be important to establish a means for measurement. The Neighborhood Outreach Coordinator will track public and private investments within the individual neighborhoods, track baseline data such as average property values, income, tax foreclosures, new construction, percentage of owner occupancy and will work with the Police Department to gather data on police calls and actual numbers and kinds of crimes, which will be gathered annually for at least five years. A resident survey will also be administered annually to gather resident perception of the neighborhoods. Angela Byington said it is requested permission be granted to put out a Request for Proposals for the formalization and implementation of the Sandusky Neighborhood Initiative.

### **PUBLIC HEARINGS**

#### **Dennis Murray announced the opening of a Public Hearing regarding the CDBG annual Action Plan.**

Arielle Blanca, Community Development Manager, said a second Consolidated Plan Advisory Committee meeting was held on April 14. As an entitlement city, Sandusky receives a direct allocation of funds from the Department of Housing and Urban Development for various activities in the community. These eligible activities include but are not limited to: acquisition, rehabilitation, demolition, code enforcement, economic development activities, public facility projects, infrastructure improvements and planning activities. Under the CDBG program, there are certain requirements which cannot be exceeded. In general, these include a maximum of twenty percent of the allocation to be expended on administration and planning and a maximum of fifteen percent to be expended on public services during the program year. Seventy percent of the funds must benefit low to moderate income persons or households. All of the funds must meet one of three national objectives: 1) low to moderate income benefit; 2) elimination of slum and blight; and, 3) community urgent need. Sandusky anticipates an allocation of approximately \$690,000 plus an additional \$250,000 in carryover funds for a total of \$940,000 during program year 2016. The following activities were budgeted in the 2015 program year which is currently underway:

1. Program administration	\$129,000.00
2. Information & Referral/211 Program	8,500.00
3. Fair Housing	2,000.00
4. Streets, sidewalks, curb and gutter	245,000.00
5. Parks and ADA improvements	140,000.00
6. Clearance and demolition	208,261.00
7. Sandusky Chooses Healthy Living program	10,000.00
8. Code Enforcement	165,000.00
9. Help Against Homelessness program	10,000.00
10. Citizens Circle program	10,000.00
11. Acquisition	20,000.00
12. Economic Development Revolving Loan Fund	70,000.00

13. Housing Rehabilitation

25,000.00

Subrecipient funding applications became available on February 22 and were due on March 21.

**There being no further discussion, the President declared the Public Hearing closed.**

**Dennis Murray announced the opening of a Public Hearing regarding a proposed zone map amendment for properties at 1202 First Street and 1208 First Street.**

Casey Sparks, Assistant Planner, said this Public Hearing is for the application to **rezone 1202 First Street and 1208 First Street** from Residential Business to Commercial Service. The Bicentennial Vision/Comprehensive Plan recommends commercial uses along First Street. Currently, First Street consists of several different zoning districts including Commercial Service. In general, zoning amendments should align with the proposed land uses stated in a Comprehensive Plan and this document is utilized by staff as one factor when evaluating proposed amendments. The property located at 1202 First Street is currently utilized for automotive repair which is a legal and nonconforming use. The property located at 1208 First Street is currently a vacant property that was purchased by the city's landbank. At the February 8 City Commission meeting, the Commission approved the landbank's recommendation to sell the property located at 1208 First Street to Mr. and Mrs. Kessler contingent on approval of the rezoning. The existing business located at 1202 First Street, Pro Automotive, currently has several outdoor storage issues. The property owner and agent have informed staff these property maintenance issues are due to an increase in business and a lack of building and storage space. Mr. and Mrs. Kessler approached the city about purchasing the lot through the landbank for their business expansion. The property owners hope the building expansion and additional lot will help resolve the outdoor storage issue currently on site due to their growing business. The two properties are surrounded by several different zoning districts including Commercial Service. Staff believes the uses permitted within the Commercial Service district would be appropriate for this area. The uses within this area and along First Street vary from industrial, commercial and residential. The Planning Commission unanimously approved the rezoning of these two parcels at their February 24 meeting and subsequently approved the site plan application at the March 23 meeting with additional setback, screening and landscaping conditions to provide safeguards to nearby residential properties. The current Comprehensive Plan references uses along First Street and staff believes the proposed rezoning will assure the goals of the Comprehensive Plan are met. Casey Sparks said it is now requested City Commission approve the proposed amendments to the zoning map regarding 1202 First Street and 1208 First Street.

**There being no further discussion, the President declared the Public Hearing closed.**

**Dennis Murray announced the opening of a Public Hearing regarding the proposed zone map amendment for properties at 301, 307, 309 and 409 Water Street.**

Casey Sparks, Assistant Manager, said this Public Hearing is for the application to rezone 409 Water Street, 309 Water Street, 307 Water Street and 301 Water Street from Limited Manufacturing to Downtown Business District. The Bicentennial Vision/Comprehensive Plan outlines the city-wide development for the next ten years. In general, zoning amendments should align with the proposed land uses stated in a Comprehensive Plan; therefore, the Comprehensive Plan is utilized by staff as one factor when evaluating proposed amendments. These addresses are currently zoned as Limited Manufacturing and staff is proposing to rezone the parcels to Downtown Business District which would permit uses such as Downtown Business as referenced within the Comprehensive Plan. Many of the areas within our downtown and along our corridor areas may need to be rezoned. One of the first areas staff would like to concentrate on is the block along West Water from Decatur Street to Jackson Street. The city owns a large parcel within this block in which the former Keller building was located. There are three additional properties within this block. The surrounding districts within the area are Downtown Business District to the north and east and Limited Manufacturing to the south and west. The current property owners of all three parcels have

been contacted and overall are in support of the rezoning. The current uses for the three parcels include mostly residential on the second floor and multi-family residential. Staff has explained to the property owners if the existing use does not conform to the current Downtown Business District regulations, the uses would become legally non-conforming. The existing zoning classification prohibits all residential use, therefore the Downtown Business District classification will make the properties conform more than the existing zoning classification. The city has recently received interest in the former Keller site and the developer has proposed higher end condos within this block. The zoning of would permit this use, however the applicant would also need to seek a variance to allow for residential development on the first floor. Staff did not propose rezoning the small block to RMF as it would be an isolated zoning district and could be seen as spot zoning. The Planning Commission unanimously approved the rezoning application on February 29. The current Comprehensive Plan references uses such as mixed uses, commercial or residential on the second floor for this area. Staff believes the proposed rezoning will assure the goals of the Comprehensive Plan are met. Casey Sparks said it is requested that City Commission approve the proposed amendments to the zoning map regarding 409 Water Street, 309 Water Street, 307 Water Street and 301 Water Street.

**There being no further discussion, the President declared the Public Hearing closed.**

#### **CURRENT BUSINESS**

**Upon motion of Greg Lockhart and second of Dave Waddington, the commission voted to accept all communications. The President declared the motion passed.**

#### **ITEM #1 - Submitted by Casey Sparks, Assistant Planner**

##### **AMENDMENT TO ZONING MAP FOR 301, 307, 309 & 409 WATER STREET**

**Budgetary Information:** There is no impact to the general fund.

**PASSED AT FIRST READING:** It is requested an ordinance be passed **amending the official zone map of the City of Sandusky to rezone four parcels from Limited Manufacturing District to Downtown Business District.**

**Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to approve this ordinance at first reading. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. The President declared the ordinance passed at first reading.**

#### **ITEM #2 - Submitted by Casey Sparks, Assistant Planner**

##### **AMENDMENT TO ZONING MAP FOR 1202 AND 1208 FIRST STREET**

**Budgetary Information:** There is no impact to the general fund.

**PASSED AT FIRST READING:** It is requested an ordinance be passed **amending the official zone map of the City of Sandusky to rezone Parcel #57-03384.000 located at 1202 First Street, and Parcel #57-03385.000 located at 1208 First Street from Residential Business District to Commercial Service District.**

**Upon motion of Naomi Twine and second of Wes Poole, the commission voted to approve this ordinance at first reading. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. The President declared the ordinance passed at first reading.**

#### **ITEM #3 - Submitted by Angela Byington, Director of Neighborhood Development & Planning REQUEST FOR PROPOSALS FOR 2016 SANDUSKY NEIGHBORHOOD INITIATIVE**

**Budgetary Information:** There is no budgetary impact associated with issuing the Request for Proposals. Staff will return to the Commission for contract approval. It is anticipated that the project cost will be split between Issue 8 Infrastructure funds and private monies. The city is currently in positive discussions with possible donors. The city has allocated \$60,000 in the draft capital plan for the maximum total cost.

**RESOLUTION NO. 021-16R:** It is requested a resolution be passed **authorizing and directing the City Manager to proceed with a Request for Proposals process for the Sandusky**

**Neighborhood Initiative – Neighborhood Planning project;** and declaring that this resolution take immediate effect in accordance with Section 14 of the city charter.

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

*Discussion:* Dave Waddington said this item needs to be approved prior to May 4.

**Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the resolution: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. The President declared the resolution passed under suspension of the rules and in accordance with Section 14 of the city charter.**

**ITEM #4 - Submitted by Amanda McClain, Housing Manager  
COLD CREEK PROPERTY PURCHASE**

**Budgetary Information:** The total cost of the acquisition is \$13,000 and will be paid with Issue 8 funds from the Community Development Capital Projects fund.

**ORDINANCE NO. 16-065:** It is requested an ordinance be passed **authorizing and directing the City Manager and/or Finance Director to expend funds for the purchase of real property located at Cold Creek Crossing on Venice Road and identified as Parcel #60-00043.103 for the purpose of future development of the subdivision;** 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 accordance with Section 14 of the city charter.**

*Discussion:* Matt Lasko said this is proposed to be paid from the Community Development capital projects fund which is for Issue 8 housing development and blight. Dave Waddington said this will protect the neighborhood and is vital to him. Dennis Murray said this is part of how this was supposed to be developed and the city will recoup this purchase price upon the sale of the property.

**Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.**

**ITEM #5 - Submitted by Angela Byington, Director of Neighborhood Development & Planning  
RESIDENTIAL DEMOLITION PROJECT #4**

**Budgetary Information:** The total estimated cost for this project including advertising and miscellaneous expenses may exceed \$10,000. The cost will be paid with FY2015 Community Development Block Grant funds. A tax lien will be placed upon the properties for the costs of asbestos abatement and demolition.

**RESOLUTION NO. 022-16R:** It is requested a resolution be passed **declaring the necessity for the city to proceed with the proposed CDBG FY 2015 Residential Demolition project #4; and directing the City Manager to advertise for and receive bids in relation thereto;** and declaring that this resolution 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 resolution under suspension of the rules and in accordance with Section 14 of the city charter. Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the resolution: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. The**

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

**ITEM #6 - Submitted by Marvin Ranaldson, Transit Administrator**

**ERIE COUNTY JOB & FAMILY SERVICES CONTRACT FOR TRANSPORTATION SERVICES**

**Budgetary Information:** The Sandusky Transit System will receive passenger trip fares, as established in the Request for Proposals, from the Erie County Job & Family Services for the length of the proposed contract. The revenue from this agreement will be used as matching grant funds for the Ohio Department of Transportation program grant.

**ORDINANCE NO. 16-066:** It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a contract for transportation services between the City of Sandusky and the Board of Erie County Commissioners of Erie County;** 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 accordance with Section 14 of the city charter.**

*Discussion:* Marvin Ranaldson said this is a one-year agreement to provide transportation services in Erie County and is a major expansion for what we were providing in 2015, and will substantially increase revenue for the Sandusky Transit System.

**Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. 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 Jeffrey Keefe, Assistant City Engineer**

**AWARD OF JACKSON STREET PARKING LOT CONTRACT**

**Budgetary Information:** The estimated cost of the project, based on bids and including engineering, construction, advertising and miscellaneous costs is \$441,183.30 and will be paid through the following:

	<u>ORIGINAL</u>	<u>ENGINEERING</u>	<u>CONSTRUCTION</u>
U.S. EPA 2014 GLRI Grant	\$125,957.90	\$14,606.47	\$111,351.43
Ohio EPA 2014 SWIF Grant	97,723.00	11,324.64	86,398.36
City of Sandusky (Issue 8 Infrastructure)	167,502.40	15,769.87	151,732.53
City of Sandusky (Storm)	<u>50,000.00</u>	<u>14,514.02</u>	<u>35,485.98</u>
	\$441,183.30	\$56,215.00	\$384,968.30

**ORDINANCE NO. 16-067:** It is requested an ordinance be passed **authorizing and directing the City Manager to enter into a contract with H & J Construction, Inc. of Avon, Ohio, for the Jackson Street parking lot project;** and declaring that this ordinance shall take effect in accordance with Section 14 of the city charter.

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

*Discussion:* Dave Waddington said this work is scheduled to begin after Ohio Bike Week. Aaron Klein said the SWIF grant application was submitted in 2014 and he is excited for this project to get started. The contractual completion date is September 2 and the city is coordinating parking and other issues with those in the downtown. Dennis Murray said this underscores the need for pre-planning and engineering.

**Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. 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 Jeff Keefe, Assistant City Engineer  
ACCEPT BIDS FOR BIWW IMPROVEMENTS & PROJECTS**

**Budgetary Information:** The engineers estimated cost for construction is \$2,200,000. The total project cost including engineering, construction, inspection, advertisement and miscellaneous costs is estimated at \$2,572,206.50. The project will be funded by a Water Supply Revolving Loan Account construction loan.

**RESOLUTION NO. 023-16R:** It is requested a resolution be passed **declaring the necessity for the city to proceed with the proposed Big Island Water Works new powder activated carbon system improvements and fluorescence equipment for algal toxin plant optimization project; approving the specifications and engineer's estimate of cost thereof; and directing the City Manager to advertise for and receive bids in relation thereto;** and declaring that this resolution 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 resolution under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Dave Waddington said he is glad to see the upgrade of the carbon system which is vital to protecting our drinking water. Aaron Klein said in the early 2000's, the city asked to be part of a study by the U.S. EPA for algae, but we were turned down because at that time, we did not have an algae problem in Sandusky Bay. Back in 2008 and 2009 when the chemical improvements were made at the Water Plant, there were only problems with taste and odor, not with algae, and is the reason why improvements were not made at that time. Now there is a toxin and algae issue and it is important to be able to treat the water to eliminate them and supply water to the community. The carbon is something the EPA has looked at and they created additional funding through the Water Supply Revolving Loan Fund which is about one half of one percent less in interest rates so we will save some money in the long run. Dennis Murray said city personnel are regarded as leaders in fighting the algal blooms from Lake Erie and this is very much appreciated.

**Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the resolution: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. 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 Troy Vaccaro, Fleet Maintenance Chief Foreman  
AUTHORIZATION TO DISPOSE OF ITEMS**

**Budgetary Information:** Proceeds from the sale of the items will be placed into the city's general fund and law enforcement trust fund.

**ORDINANCE NO. 16-068:** It is requested an ordinance be passed **authorizing and directing the City Manager to dispose of vehicles and miscellaneous personal property as having become unnecessary and unfit for city use pursuant to Section 25 of the city charter;** 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 Wes Poole, the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Greg Lockhart asked what items are to be sold and if they are available to the public; Dennis Murray said the items were detailed in the communication. Brad Link said some of the vehicles were obtained through the Police Department and there are vehicle parts no longer of need or value to the city. Hank Solowiej said these items will be made available on the [www.govdeals.com](http://www.govdeals.com) website.

Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. 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 Matt Lasko, Chief Development Officer~~

~~ORDINANCE TO PROCEED & ORDINANCE TO LEVY FOR HOTEL KILBOURNE~~

~~**Budgetary Information:** There are no budgetary impacts resulting from this legislation.~~

~~**A. ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed determining to proceed with certain Tier 3 Special Energy improvement projects by way of special assessments in accordance with Chapters 1710 and 727 of the Ohio Revised Code; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.~~

~~**B. ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed levying special assessments for the Tier 3 project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.~~

**ITEM #11 - Submitted by Victoria Kurt, Recreation Program Supervisor**

**NAMING RIGHTS FOR BALLFIELD AT AMVETS PARK**

**Budgetary Information:** The agreement will not result in any additional budgetary expenses. The city will benefit from the in-kind and monetary donations received by Erie Blacktop for the improvements of Amvets Park as well as the ten ballfields throughout the City of Sandusky.

**ORDINANCE NO. 16-069:** It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an agreement with Erie Blacktop, Inc., of Sandusky, Ohio, for the naming rights of the Junior League Field at Amvets Park;** 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 accordance with Section 14 of the city charter.**

*Discussion:* Dennis Murray said it is so important to take care of these ballfields which have been neglected and said a lot of work has already occurred during the summer months and a part-time person was been hired to take care of these ballfields this year. Wes Poole asked if there is an action plan for repairs to this park. Eric Wobser said Brad Link has specifics on the resources available for the ballfields and the five-year capital improvement plan outlines specific improvements to this and other neighborhood parks. It is likely the longer term Master Plan for Sprau and Amvets Park will have other future improvements. Brad Link said for now, the city, Erie Blacktop the Leadership Erie County class will put their project in at Amvets Park which includes changes prior to the season starting (new roofing, wiring and electrical upgrades). The city will change out the fencing and add more dirt to be made safe for the kids; we will also fix the scoreboard. Greg Lockhart said one citizen asked about fencing between the ballfields and a possible safety issue and Brad Link said he believes this may be at Sprau Park which is a group of four fields where everyone is hitting toward the center. These fields are for children aged ten and under so this does not happen very often, but he can look into it.

**Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. 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 Victoria Kurt, Recreation Program Supervisor**

**AGREEMENT FOR MANAGEMENT OF THE PAPER DISTRICT MARINA WITH LAKE ERIE TOWING**

**Budgetary Information:** The agreement will not result in any additional budgetary expenses. The city will benefit from Lake Erie Towing management and operation of the marina, as well as the agreed upon first \$10,000 revenue going to the City of Sandusky, with an additional fifty percent split after revenues received meet \$45,000 for the season.

**ORDINANCE NO. 16-070:** It is requested an ordinance be passed **authorizing and directing the City Manager to enter into an agreement with Lake Erie Towing of Sandusky, Ohio, for the operation and management 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 Nikki Lloyd second of Naomi Twine, the commission voted to approve this ordinance under suspension of the rules and in accordance with Section 14 of the city charter.**

*Discussion:* Wes Poole asked who will be responsible to clear the goose droppings from the docks and Brad Link said Lake Erie Towing will take care of general maintenance at the facility which will include this service. Nikki Lloyd said she is looking forward to this relationship and Lake Erie Towing has consistently shown their support of the community and maintaining the faith of boaters during the day and night. Brad Link said the first \$10,000 made will be the city's and then after \$45,000, proceeds will be split fifty/fifty. Last year, the city's operating budget was around \$50,000 for this facility and under this new agreement, Lake Erie Towing will maintain the marina and property, and Dockside LLC will continue to operate the concessions. Lake Erie Towing will employ their own staff including a manager who will be on site most of the time. Dockhands with professional experience who know how to properly dock boats will be hired and the marina will stay mainly transient. Steve Shoffner, Lake Erie Towing, said this company is more than one generation old they want to be a part of the fun and redevelopment of the waterfront. With their experience, Lake Erie Towing will have staff who are already used to the water and boating, and they have rough estimates about the cost to operate in 2016. If they do not make the revenue, this is on the company, not the city. There is no risk for the city financially as it will receive the first \$10,000 regardless. They also have plans to get more people in the marina and will be on site full-time as there are plans for a Chris Craft Commander to be docked for the crew lodging/office space and they will have a presence 24 hours per day. They are looking forward to this and see the success of Put-In-Bay, Kelley's Island and Cedar Point, and can draw the boats to the marina and get boat traffic turning over as it does in other places. Dennis Murray said he appreciates this partnership proposal and the entrepreneurial spirit shown by Lake Erie Towing. Eric Wobser said Lake Erie Towing approached the city about this and are very passionate after witnessing opportunities to improve the transient marina. From the city's perspective, this eliminates our financial risk as we are guaranteed to cover our costs. The second part is we spent a lot of time hiring staff and performing the day-to-day operations of the marina which now will be taken over by Lake Erie Towing. This will free up the staff in Recreation to perform other recreational functions. The staff's maritime experience will be a great benefit for the city and we are excited about the partnership.

**Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. 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 Trevor Hayberger, Acting Law Director**

**AGREEMENT**

**Budgetary Information:** The city will receive \$1 for the sale of this property; however, as an additional consideration, the Health District agrees to terminate the Building Occupancy and Maintenance agreement which contained provisions that would require the city to be responsible for certain capital improvements for the property.

**ORDINANCE NO. 16-071:** It is requested an ordinance be passed **declaring that certain real property owned by the City and Erie County, identified as Parcel #59064010.000 and located at 420 Superior Street, Sandusky, is no longer needed for any municipal purpose; authorizing and directing the City Manager to execute an agreement to terminate the 2012 Erie County Health Department Building Occupancy and Maintenance agreement and to enter into an agreement for the sale of the property;** and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

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

*Discussion:* Dennis Murray said the city has been working on this for quite some time through different departmental reviews and it was on track to be passed in May. Late last week, the city learned of a potential loss of some funding for the ECHD in building their detoxification facility if not passed tonight and appreciates the staff hustling to complete this, especially Trevor Hayberger.

**Roll call on the motion: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. Roll call on the ordinance: Yeas: Nikki Lloyd, Greg Lockhart, Dennis Murray, Dave Waddington, Naomi Twine and Wes Poole, 6. The President declared the ordinance passed under suspension of the rules and in accordance with Section 14 of the city charter.**

#### **CITY MANAGER'S REPORT**

**Upon motion of Dave Waddington and second of Wes Poole the commission voted to accept a donation of \$10 towards the K-9 fund from Marie Weathers. The President declared the motion passed.**

Eric Wobser said there will be a **K-9 Fundraiser at the Dairy Queen** on April 29 from 10 a.m. to 9 p.m. Ten percent of the sales will be donated to the K-9 fund and toward our new K-9 officer.

Eric Wobser said the **Police Department's Citizen Ride Along** forms can be obtained from the Records Department, emailed upon request, or found on the city website and welcomes citizens' participation in this program.

Eric Wobser said Graylin Stargell from the **Argosy Leadership Group hosted classes with the Fire Fighters**. He spoke over three days covering Career Development, Organizational Sustainability and Vision Casting. These professional development classes were well received by members of the Fire Department.

Eric Wobser said the city today welcomed Renee Hoffman, **our new Senior Account Clerk II, to the Finance Department** staff. Renee is a Sandusky resident who brings a wealth of experience to the Department.

Eric Wobser said the city will be accepting Requests for Qualifications for the **Sheldon's Marsh Intake Rehabilitation** on April 28 and will begin reviewing them with assistance from Erie County immediately following.

Eric Wobser said **Remington Avenue is now open** and pavement restoration has begun on Cleveland Road; traffic will be maintained. Dennis Murray said he has received a number of compliments on the completion of this street.

Eric Wobser said the \$150,000 grant request from Lake Erie Shores and Islands has been approved for the **Wayfinding sign project** with minor stipulations. We are currently developing an agreement to detail the terms and funds will be received evenly over three years. Dennis Murray congratulated Eric Wobser on obtaining this funding and said this is incredibly important and is a great contribution for them to make.

Eric Wobser said repairs required on **Sanford Street and Pipe Street** failed due to the base material used. Repairs on Sanford Street have been completed and repairs to Pipe Street will be performed soon.

Eric Wobser said the city is performing **hydrant flushing** from Monday, April 25 through Friday, May 27. This is done regularly to ensure high water quality; questions can be directed to 419.627.5805.

Eric Wobser said after an extensive interview process, **Dante Shipp was hired as a Code Compliance Officer** in the Code Enforcement Division becoming the fourth Officer on staff. Mr. Shipp began employment with the city on April 14 and was formerly employed by Akzo Nobel of Huron.

Eric Wobser said the city has officially hired **two seasonal property maintenance staff in the Code Enforcement Division**. These persons will be responsible for mowing and trimming vacant lots and properties throughout the city during the growing season. They began their employment on April 11 and have undergone a two-week training period beginning property maintenance today.

Eric Wobser said **structures at 729 Warren Street and 1110 First Street will be demolished** by May 30.

Eric Wobser said the **hammerhead turn-a-round on McEwen Street** has been installed by the Public Services Department.

Eric Wobser said April 30 is the **Arbor Day “Go Green” celebration** at the city greenhouse from 10 a.m. - 1 p.m.

Eric Wobser said over 200 volunteers assisted in **cleaning up Sandusky** this past weekend and thanked Mark Norman and other organizers in planning the cleanup. The city looked beautiful and it was great to see so many groups come together and show a powerful community spirit. Dave Waddington thanked members of the Fire Department who cooked hot dogs for the volunteers as well as staff in the Police Department who assisted in cleaning up.

Eric Wobser said the city will offer the opportunity for residents to **drop off unwanted household items** on April 30 from 9 a.m. – 2 p.m. at Shelby Street boat launch parking lot. This is for household items, appliances, tires, etc. and we cannot accept televisions, yard waste or liquids of any kind.

This Saturday also kicks off **Sandusky in Bloom** from April 30 to May 15 and residents are encouraged to place potted flowers on their porches or in front of their businesses. Ten percent discounts will be offered at Barnes Nursery and Lowe’s Home Improvement for those using the phrase “Company’s Coming”.

Eric Wobser said the **Take Your Kids Fishing Day** will take place on May 1 at Shoreline Park from 10 a.m. – 2 p.m. There will be fun and prizes, and lunch will be provided.

Eric Wobser said a **free yard waste drop-off** will be held for city residents on May 7 from 8 a.m. – 5 p.m., and on May 8 from 10 a.m. - 4 p.m. at Barnes Yard Waste Recovery. Proof of residency will be required (driver’s license) and questions can be directed to the Public Services office at 419.627.5884.

Eric Wobser said the **KidsFest event** will be relocating from the former Sandusky Bay Pavilion property to Battery Park. It was determined it would be best to not have the participants walking on the freshly planted grass. Dave and Paula Rengel from Battery Park Marina stepped up and invited the KidsFest committee to relocate to this area.

#### **OLD BUSINESS**

Dave Waddington thanked Brad Link and Victoria Kurt for the success of the **Cabela’s fishing tournament held at the Shelby Street boat launch facility** in which 150 boats and over 300

fishermen participated. Dave Waddington said the welcome event at the State Theatre was well received and it is great to have this right in our backyard.

#### **NEW BUSINESS**

**Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to appoint Steve Toft to the Oakland Cemetery Board for a term ending January 31, 2019. The President declared the motion passed.**

**Upon motion of Greg Lockhart and second of Wes Poole, the commission voted to appoint Loretta Riddle to the Human Relations Commission (HRC) for a term ending October 10, 2018.**

*Discussion:* Dennis Murray said he is interested in seeing Charlene Adams appointed to this position as she had applied earlier. Naomi Twine said she was going to request Charlene Adams be appointed to the HRC as she has been Executive Director of the Center for Cultural Awareness for 15 years and has 30 years of human relations experience. Greg Lockhart said he did not realize someone else was under consideration and also knows Charlene Adams and said both ladies are qualified to be on the HRC. Loretta Riddle has been an attorney in the community for over ten years and this puts everyone in a tough position.

**The President declared the motion failed due to the lack of a majority.**

**Upon motion of Naomi Twine and second of Dave Waddington, the commission voted to appoint Charlene Adams to the Human Relations Commission for a term ending October 10, 2018.**

*Discussion:* Dennis Murray said this is the nice thing about having multiple qualified applicants. Naomi Twine said as the liaison to the HRC, she was aware of the applicants and has been involved for several years prior to being a City Commissioner and has the experience as well as the leadership to determine who should be on the HRC. Greg Lockhart said he appreciates these comments and said these are both fine ladies and has no objection to either being a member and hopes the city can create a position for both to serve.

**The President declared the motion passed.**

Nikki Lloyd said on a fun note, **the world's largest rubber duck is in town** and is at Barnes Nursery being cleaned for her summer tour. She is 61' tall and weighs 11 tons.

**Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to authorize Kelly Kresser to be the designee, on behalf of the city commission, for the annual Public Records/Sunshine Law training as required by the Ohio Revised Code's educational requirement for elected officials. The President declared the motion passed.**

#### **AUDIENCE PARTICIPATION**

Sharon Johnson, 1139 Fifth Street, asked if the \$60,000 for the neighborhood initiative consultant is coming from the infrastructure account and Eric Wobser said we may not need all of these resources. The Issue 8 funds we would actually look to use are from the capital/blight fund rather than infrastructure. Sharon Johnson asked about the Water Supply Revolving Loan fund and Dennis Murray said this question was addressed; this is a special pot of money created by the State of Ohio and made available for these types of improvements. Sharon Johnson asked if the money for the neighborhood initiatives are purely grants or giveaways. Dennis Murray said he would not use the phrase "giveaway"; it is a relatively small portion of the overall project. Matt Lasko described all of the requirements which need to be made and said there must be a demonstrated need with a project that makes sense and these are grants, not loans. Sharon Johnson asked if the Fire Fighter contract has been approved and Dennis Murray said there has not been a resolution to this. Sharon Johnson asked if this will be ongoing or will be resolved soon and Dennis Murray said there is a process to go through with public unions and if they do not come to agreement, there are certain steps involving mediation or arbitration. Sharon Johnson asked if the Fire Fighters have received a two percent raise like

other employees and Dennis Murray said they have not. Sharon Johnson asked if this will be made retroactive and Naomi Twine said this is in process and the city cannot talk about it.

Willie McCarty, 632 East Adams Street, said he is glad to see the house torn down by his community garden at Meigs and East Adams Street, but he has ended up with a mudhole full of rocks and boulders. It has not been seeded properly and the drive approach and sidewalk has been removed. Willie McCarthy asked the city to get its monies worth and said the dirt is actually clay and filled with rock and boulders and looks like it came from another demolition site. Eric Wobser said he will have staff look into this and work with the contractor to make it right.

**At 6:45 p.m., upon motion of Dave Waddington and second of Wes Poole, the commission voted to adjourn. The President declared the motion passed.**

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Kelly L. Kresser, CMC  
Clerk of the City Commission

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