

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

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

**City staff present:** Mario D’Amico – Interim Fire Chief, John Orzech – Police Chief, Aaron Klein – Public Works Director, Matt Lasko – Chief Development Officer, Angela Byington – Planning Director, Brad Link – Public Service Director, Don Rumbutis – IT, Stuart Hamilton – IT Manager, Justin Harris – Law Director, Hank Solowiej – Finance Director, Eric Wobser – City Manager and Kelly Kresser – Commission Clerk.

**Upon motion of Dave Waddington and second of Naomi Twine, the Commission voted to approve the minutes of the April 10 meeting and suspend the formal reading. The President declared the motion passed.**

#### **PROCLAMATION**

Greg Lockhart presented a **Proclamation in recognition of Arbor Day** in the City of Sandusky.

#### **AUDIENCE PARTICIPATION**

Tim Schwanger, 362 Sheffield Way, asked what the profit margin is for the Clean & Safe program (Item #3), and asked if we are funding a project not necessarily needed at this point in Sandusky. Tim Schwanger asked what happens with the vehicles currently part of the Sandusky Transit System when new ones are purchased (Item #8).

Bev McGookey, 1205 Cedar Point Road, said the proposed legislation regarding transient rentals (Item #2) has been well thought out and this is appropriate in certain areas. Her issue is her neighbor is being grandfathered but she does not believe he had rentals at this location prior to Judge Tone’s decision and the only definitive way to identify this is through proof of tax returns.

Abbey Bemis, 322 Hancock Street, said she is here to support the grant for the Clean & Safe program (Item #3) by the Erie County Economic Development Corporation (ECEDC). Sandusky’s downtown is an integral part of the community and the entire region and sees no other place where there is such a concentration of civic landmarks, public spaces, residences and commerce and is such a huge draw for visitors and residents. This areas serves as a reflection of the entire city and its image and character needs to be protected and preserved in a cleanly environment. This was reiterated last fall with local business owners through general reservations expressed about the general upkeep and cleanliness of the downtown. It is the public’s role to see the investment is protected, supported and encouraged and this grant does that.

Al Peugeot, 1618 Willow Drive, thanked the commissioners and staff for the time given to talk about transient rentals (Item #2). The city has put together a fine piece of legislation and is the kind needed in this community and will protect the residential neighborhoods. If this passes, Al Peugeot said he hopes the city will use every avenue available to let people in residential areas know what is acceptable for short-term rental. There is an enforcement person in zoning and hopes employees’ numbers are readily available so residents know who to contact on nights or weekends when dealing with problems. There are newspaper articles about what people working for the city have said about neighborhood pride and a more vibrant city starting with strong neighborhoods and creating an environment which people want to move into. People come to Sandusky from all over for a multitude of reasons and the top three are Lake Erie, the island life and Cedar Point, not simply to rent a house in the middle of a residential neighborhood.

#### **PUBLIC HEARING**

**Dennis Murray opened a Public Hearing regarding an amendment to the Planning & Zoning code regarding transient rental legislation in the City of Sandusky.**

Justin Harris said the amendments being proposed to the Planning & Zoning Code were designed to serve three functions: 1) define what transient rental occupancy is rather than what it is **not**; 2) addition of language to allow for a transient overlay district to be implemented through the Commission and the Planning Department on a case-by-case basis for residential neighborhoods; and, 3) to provide a mechanism to prove legal non-conforming use for properties which were grandfathered in. This was presented to members of the Planning Commission and the proof of non-conformity status would be through the use of tax returns as well as prior years' contracts. It is requested these amendments be adopted as written in the legislation. The creation of Section 1341.02 of the Building Code allows for the regulation mechanism; Section 1341.32 of the Housing Code takes regulations into consideration from other transient rental communities.

Dick Brady asked Justin Harris to further explain Section 1151.08 which outlines specific requirements about proof of non-conforming use. Justin Harris said this would require the owner to show proof of transient rentals either through tax returns from prior years or contracts between the owners and the renters. Once the city has offered a Certificate of non-conformity, it cannot legally go back and ask for additional proof or information. This legal, non-conforming status does have to be proved on a year-to-year basis and moving forward, they will have to provide this for the previous year. After the case was resolved with Judge Tone, the city accepted guest sign-in books or signed contracts as established proof of previous transient rentals and these Certificates were issued. We cannot now go back and say this is not good enough for as far back as 2012; they are still a legal non-conforming property and will be so long as they continue to be used for transient rentals. Wes Poole said a tax return is signed and people swear to its content and then submit them to the federal government, but a contract can be printed on a computer, dated and signed, but cannot be verified. Justin Harris said transient rentals in residentially-zoned areas are illegal other than those which were grandfathered if they had been renting prior to Judge Tone's decision. Wes Poole asked what could potentially increase the number of transient rentals (approximately 13 in 2012) and Justin Harris said once this legislation is adopted, a person could show proof of transient rentals prior to Judge Tone's decision to be given a legal non-conforming status. Wes Poole asked why we should accept signed contracts on their own since they can be produced without authenticity. Justin Harris said the recommendation from staff was only to request tax returns, but the Planning Commission members suggested allowing signed contracts to serve as proof. Wes Poole said staff presented this differently and declined to discuss it because the motion failed to get a second. We have an obligation to protect neighborhoods from being scammed and something needs to be in place to ensure we are not adding things which do not belong. Dennis Murray said he does not believe tax returns will show which property made income especially with the complexity of some individual returns. Bev McGookey said this income does have to be specifically identified on a tax return. Justin Harris said we understand the complexities of verifying fake contracts and can reach out and contact individuals who were parties to the contract and to keep in mind someone who lies on a contract may also lie on a tax return. Dick Brady said in the communication from the Planning Department to the City Manager (as recommended by the Planning Commission) only annual tax returns and prior year rental agreements should be accepted as proof and this was very specific. This can be solved through an amendment to this legislation when it is considered tonight.

Bev McGookey, 1205 Cedar Point Road, said she has a hard time with her neighbors being issued a permit wrongly in the first place and there was not previously a standard of proof. Justin Harris said legally we are dealing with past evidence relied upon in making a determination as to whether a property was being utilized as transient occupancy. Due process would prevent us from going back five years and changing the standard of proof which may no longer exist.

ErlineTrsek, 119 Greenbrier, said she supports tax returns being accepted as proof of transient rentals in addition to signed contracts.

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

**PRESENTATION**

Greg Voltz, Assistant Planner, said we have heard from various residents, business owners and visitors about the need to see public services and public safety improved upon. Two downtown merchant meetings were held and increased beautification efforts were mentioned as well as key issues including sidewalk snow removal, cigarette butt cleanup, overflowing trash containers, goose dropping cleanup, event set-up and tear down, weeding and clean-up of tree grates and wiping down and fixing public amenities. They also mentioned the need for more wayfinding assistance and help for visitors in finding where they need to go. People also have noticed overflowing trash cans and services lacking on weekends and holidays. In 2010, the Downtown Sandusky Residential and Retail Market strategy recommended an increased focus on maintenance and maintaining dedicated staff for this purpose our business district. We do have a need and we have an organization willing to commit \$50,000 to fund a pilot program to take care of it. Downtown Sandusky, Inc. is undergoing a strategic planning process and public space management is one pillar of their ongoing strategic plan. A Clean & Safe program is a priority and they have received a grant to set up a Special Improvement District or Business Improvement District to allow for a sustainable funding mechanism after the proposed pilot program. The city would then be removed from the funding mechanism. The proposed match of \$50,000 would be funded through the economic development fund and is separate from the general fund. Block by Block is a national provider with over 90 programs nationwide and a 98% retention rate. Ohio City and Cleveland recently doubled the size of their Clean & Safe area because the business owners wanted it and saw its usefulness. Block by Block has a reporting system to track hours spent using equipment, safety escorts, blocks cleared of snow or goose droppings, requests for police escorts and by measuring pounds of trash collected. The service area is within about fifty percent of an area currently maintained by the City of Sandusky. On-street ambassadors will be hired to engage with the public, provide clear directions and offer knowledge about Sandusky; Block by Block hires for personality and trains for skills. Services will be provided on weekends and holidays and their hours will be flexed to provide assistance during high traffic times. They will be available for special projects such as painting fixtures, benches, light posts and bike racks and limited landscaping as requested by the Sandusky Greenhouse. As we make further investments into the city and do projects, it is important to help maintain them so costs do not increase due to major repairs. This will help the downtown business owners by taking care of the public domain equally as well as they maintain their stores. It will signal to our residents and visitors our business district is a clean, welcoming place for people to spend time while allowing for an increase in large and small scale events. Ambassadors will act as outreach to people in need. Downtown Sandusky's competition is lifestyle centers such as Crocker Park. Crocker Park has a single owner with consolidated resources and is much easier to maintain while Sandusky's downtown is authentic and is a civic center on the waterfront. Rarely do we get a chance to bring an item to the City Commission which tackles an entire page of our strategic plan, but we believe this plan directly impacts seven of the nine bullet points in the "Destination City" portion of the plan. Nikki Lloyd said this is a great opportunity for the city, Downtown Sandusky, Inc., the merchants and residents. Sandusky is 200 years old and looks a little tired and if we can freshen it up, we will attract more people and show support for the business owners. Wes Poole said several years ago, the Main Street Association had someone who performed these tasks in a pilot program. Alan from Downtown Sandusky, Inc. said his understanding is at the time, SMA provided one part-time employee during the summer who acted as a liaison to the business owners and the SMA members. She provided trash removal services and individual services to a Clean & Safe type initiative in downtown. She was one person with limited equipment, time and a lot of things to do and the general consensus was this needs to be taken to the next level by having up to four staff members at any given time made available along with one full-time manager. Wes Poole said it sounds like the difference is a matter of manpower and we are going to pay someone else to manage this. This program seems extremely expensive for a downtown which is not very dirty and businesses in SMA either believe in this, are willing to pay for it, or they are not. This seems to be a very expensive way to pick up trash at \$26 per hour and would like to look for a better way to approach this which costs less. Eric Wobser said an improvement district was formed at Ohio City when he was employed there and previously worked with local business merchants to hire cleaning and security services. The challenge was the quality of the

services and the number of persons who had been paying into it as many were not contributing to the program. There is absolutely no comparison as to the level of service with Block by Block from what was being done previously as they have such a higher level of service and hopes to pass an improvement district in the future. The long term goal is for the city to phase out of this so the improvement district can take over. Dave Waddington said he supports this initiative and picks up a lot of trash himself and knows this is a real challenge. This is not about long-term funding and is a request only for 2017. Tom Speir, City Greenhouse, said he has worked in the city parks for 25 years and has never been able to adequately perform the functions described in this proposal. It becomes a prioritization to drive by certain things that bother you while going on to the next priority and is one of his biggest challenges. Weeds in the sidewalks may seem like a trivial thing, but this can get very bad and is the type of thing people see when coming into our town and subliminally, this creates an overall impression of our city. The city does not have staffing to do the types of “nitpicking” which will give Sandusky a clean and polished look because while we get close in one area, another area drops off. As an example, we added the Jackson Street parking lot as a task and if it does not get taken care of, it will be at the expense of another area. Places which are commonly problem areas are Shoreline Park, the Jackson Street Pier, Peddler’s Alley and Schade-Mylander Plaza as staff normally is concentrating on Washington Parks which we are known for. When the SMA had a person doing work downtown, there was not a direct line of authority while the Block by Block program will provide this accountability. This may sound like a lot of money, but we will be paying it one way or the other either through part-time or seasonal city employees or by continuing to let these things go. Greg Lockhart said he had some reservations about this program initially but it seems if we can divert some of our resources away from downtown while benefitting the city as a whole, he is satisfied to at least give this a try. Senior citizens or people who are disabled have problems traveling and some use walkers or scooters and having clean sidewalks is more precious than gold. Naomi Twine recalled when applying for her first job at Cedar Point, one of the positions was cleaning up the park which showed they took interest and investment in their property and had people cleaning. They also speak with the guests and provide directions and this would be another outreach for the city to present Sandusky as a place where we want people to know we take pride. This is a great pilot program and moving forward, there will be opportunities for outside funding to help it continue. Wes Poole asked where the trash will be taken if removed from the containers downtown and Greg Voltz said they will work to find a communal dumpster to put it into. Wes Poole said his issue is the \$26 per hour as this is too much money to spend for too little work even though it will be very nice. Block by Block has stated they will have a pickup truck and a pressure washer, but the city already owns a Gator and a pressure washer and this is a duplication. The city pays someone to clean up goose droppings at the Paper District Marina. This sounds wonderful and it will be very nice, but it is extremely costly and at this point is not certain he will vote yes as there are too many variables. We are being too loose with our money with nothing to show. The city has hired many additional managers and it is troubling that we cannot figure out how to do this.

#### **CURRENT BUSINESS**

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

#### **CONSENT AGENDA ITEMS**

**The President asked if anyone wished to remove any of the Consent Agenda Items; at his request, the Five-Year Capital Plan was removed from the Consent Agendas after Wes Poole reminded him of his no on this item at the last meeting.**

#### **A. Submitted by Debbie Leslie, HR Manager**

#### **PAYMENT OF ENROLLMENT FEE FOR WORKERS’ COMPENSATION GROUP RETROSPECTIVE RATING PROGRAM**

**Budgetary Information:** The contribution will be distributed to all departments.

**ORDINANCE NO. 17-081:** It is requested an ordinance be passed authorizing and directing the City Manager and/or Finance Director to make payment to CompManagement, Inc. for the

enrollment fee for the 2018 Workers' Compensation Group Retrospective rating program; and declaring that this ordinance 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. Roll call on the motion: Yeas: Wes Poole, Dick Brady, Greg Lockhart, Dennis Murray, Nikki Lloyd, Naomi Twine and Dave Waddington, 7. The President declared the motion passed. Roll call on the ordinance: Yeas: Wes Poole, Dick Brady, Greg Lockhart, Dennis Murray, Nikki Lloyd, Naomi Twine and Dave Waddington, 7. The President declared the ordinance passed in accordance with Section 14 of the city charter.**

### **REGULAR AGENDA ITEMS**

#### **SECOND READING**

**ITEM #1 - Submitted by Aaron Klein, Director of Public Works**

#### **APPROVAL OF FIVE-YEAR 2017 CAPITAL PLAN**

**Budgetary Information:** There is no budgetary impact at this time. Costs will be allocated to the appropriate funds as individual projects are presented for a vote at City Commission meetings. It is important to note that approval of the Capital Plan is not an approval of each project; the costs included are budgetary numbers that will change as projects are designed and publicly bid.

**ORDINANCE NO. 17-082:** It is requested an ordinance be passed approving and adopting the 2017 Five-Year Capital Improvement Plan for the City of Sandusky.

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

*Discussion:* Eric Wobser said there were three specific areas of concern. There is a line item in the five-year capital plan for Jaycee Park to make improvements at Scott May Courts. These improvements will go through the Recreation Board and the City Commission. The provision for drinking fountains will be accomplished while doing the water line and sidewalk repairs on Venice Road east to Tiffin Avenue. We will be putting water fountains back into parks but historically, have looked to replace these through the city's operating budget rather than the capital plan. Aaron Klein said we purchased six new fountains to place in parks and will start replacing them on an annual basis as we can no longer get parts for the existing fountains.

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

#### **FIRST READING**

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

#### **AMENDMENT TO PLANNING & ZONING CODE RE TRANSIENT RENTALS**

**Budgetary Information:** There is no impact to the General Fund.

**PASSED AT FIRST READING:** It is requested an ordinance be passed amending Part Eleven (Planning & Zoning Code), Title One (Zoning Administration), 1107 (Definitions), Title Three (Zoning District and Regulations), Chapter 1129 (Residential Districts), Chapter 1133 (Business Districts), and Chapter 1137 (Commercial Districts), Title Five (Additional Zoning Requirements), Chapter 1151 (Non-Conforming Structures and Uses), and Part Thirteen (Building Code), Title Five (Additional Local Provisions), Chapter 1341 Environmental Health Housing Code), by the addition of new Section 1341.32 (Transient Rental Code), by the addition of new Section 1341.32 (Transient Rental Property Regulation), of the Codified Ordinances, in the manner and way specifically set forth hereinbelow.

**Upon motion of Dick Brady and second of Naomi Twine, the Commission voted to approve this ordinance at first reading.**

*Discussion:* Nikki Lloyd said more than ten million trips are made to Lake Erie Shores & Islands each year making it one of the most popular tourist destinations in the Midwest. According to the Economic Impact Tourism Study conducted for Tourism Ohio, visitors spent more than \$1.9 billion in this area in 2015; \$1.6 billion was spent in Erie County. People will come here either way, with or without transient rentals, but we need to make sure we are embracing tourism and if people want to rent a house rather than stay in a hotel, they will find a house to rent whether it be in Huron, Norwalk or Port Clinton. We want these people to come to Sandusky as they will not find themselves downtown and will not spend their vacation dollars in the city; rather, these people will spend their money on S.R. 250 and in Perkins Township. Nikki Lloyd thanked the staff, residents and commissioners for working hard to put something together. Nikki Lloyd encouraged the Planning Department staff and members of the Planning Commission to embrace the overlay districts and find the perfect location to continue to get these tourists to spend money here. Greg Lockhart asked what the registration fee is and said it should be commensurate with other registration fees for rentals. Justin Harris said the fee is \$500 to cover costs associated with regulating a commercial industry such as transient rental. This will require additional efforts not normally seen with rental properties. Each year when someone applies for a permit, the city will do internal and external inspections. Transient occupancy will more than likely occur on weekends and will require someone to be available to handle calls. The Planning staff will have to deal with parking plans for properties and the general cost associated with regulating transient rentals. Greg Lockhart said the landlords should take notice of this legislation and be good neighbors and good stewards of the community. We will have to live with some of the grandfathered properties but would like to know we have contact information for the landlords or owners. Dennis Murray thanked Dick Brady for spearheading this effort and making sure it gets done the right way as well as the residents who have respectfully spoken out about this issue. Dennis Murray also thanked Al Peugeot for being a spokesperson for those concerned about this issue and helping to funnel some of the thoughts and concerns for consideration as they came up. This is a very complicated situation which cuts across lots of different parts of city government, lots of laws and constitutional considerations and was all done in a very careful way.

**Upon motion of Nikki Lloyd and second of Dave Waddington, the commission voted to amend the motion to pass this legislation by changing Section 1341.32E to read: “maximum number of persons who may occupy a dwelling overnight during a transient occupancy shall be limited to two persons per bedroom plus three additional persons per dwelling if the dwelling is in a residentially-zoned area.”**

*Discussion:* Nikki Lloyd said we need regulations for health and safety over residents and tourists but feels one portion of this legislation is a little restrictive for occupancy in certain buildings. Occupancy limits for dwellings other than residentially-zoned areas shall be determined on a case by case basis by the Code Enforcement Division. Dick Brady said this will only apply to those transient rentals not in a residentially-zoned area. Nikki Lloyd said as an example, if there were a home with two bedrooms, this legislation, as written, would not allow for a set of double bunks. This would allow for more flexibility and Code Enforcement can allow a larger occupancy. Wes Poole said one of the issues we are having which brought about this controversy is too many people in a rental home in residential areas and this will still be a disruption. The crux of the problem is the large number of people and the parties which occur with them and is not sure this would be a good thing. Justin Harris said we also had people reach out to us during this process who provide transient rental in residential districts and we realized someone may purchase what might constitute a warehouse or an 8,000 SF property with an open floor plan. In a residential neighborhood, to protect the neighbors, we want to limit the number of occupants per bedroom while allowing for a large studio-type unit.

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

**Upon motion of Wes Poole and second of Dick Brady, the commission voted to amend the motion to change Section 1151.08(2) by changing the word “or” to the word “and”. Roll call**

on the amendment: Yeas: Wes Poole, Dick Brady, Greg Lockhart, Dennis Murray, Nikki Lloyd, Naomi Twine and Dave Waddington, 7. The President declared the motion passed.

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

**ITEM #3 – Submitted by Greg Voltz, Assistant Planner**

**GRANT AGREEMENT TO SANDUSKY MAIN STREET ASSOCIATION DBA DOWNTOWN SANDUSKY, INC.**

**Budgetary Information:** The city will provide Downtown Sandusky, Inc. \$50,000 in 2017 from the Economic Development Capital Projects fund for services rendered by a Clean & Safe program in 2017.

**PASSED AT FIRST READING;** It is requested an ordinance be passed authorizing and approving a grant in the amount of \$50,000 to Sandusky Main Street Association dba Downtown Sandusky, Inc., in relation to their Clean & Safe Pilot program.

**Upon motion of Naomi Twine and second of Dick Brady, 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 he will abstain on voting as he owns property within proximity of this area. Nikki Lloyd said she will abstain on voting as she is a board member of Downtown Sandusky, Inc. Dick Brady said this legislation allows the city to leverage dollars two to one. Additionally, Dick Brady said he spent a lot of time walking the Cedar Point Midway with Dick Kinzel who was the former CEO who always stopped to pick up and place trash in trashcans. Dick Brady said he once asked why he did this as there are over 1,000 employees to do so and Dick Kinzel told him he did it because you only get one chance to make a first impression. We only get one chance to make a first impression for people coming to Sandusky and if we can improve their impression, we do not know how many people might relocate here or open a business here. Wes Poole said this is a one to one cost match and Dick Kinzel was picking up the trash at his business, not someone from out of town. He took a significant interest in his own business which is what the downtown businesses should be doing here. The leadership here should be pressing members of the community to do this also. Snow removal is included in this proposal but snow removal equipment is not and he will be interested to see how one guy will shovel all of these sidewalks downtown during the wintertime.

**Roll call on the motion: Yeas: Dick Brady, Greg Lockhart, Naomi Twine and Dave Waddington, 4. Nays: Wes Poole, 1. Abstain: Dennis Murray and Nikki Lloyd, 2. The President declared the motion passed. Roll call on the ordinance: Yeas: Dick Brady, Greg Lockhart, Naomi Twine and Dave Waddington, 4. Nays: Wes Poole, 1. Abstain: Dennis Murray and Nikki Lloyd, 2. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**

**ITEM #4 – Submitted by Hank Solowiej, Finance Director**

**2017 GENERAL APPROPRIATIONS, AMENDMENT #1**

**Budgetary Information:** Appropriation amendments are required to update the budget for previous actions of the city. Examples include, but are not limited to: Venice Road pump station project, Cedar Point ejector lift station project, underground storage grant, Brownfield grant, Ohio Public Transportation grant program, American Crayon purchase, City Hall relocation expenses and the neighborhood initiative.

**ORDINANCE NO. 17-083:** It is requested an ordinance be passed adopting Amendment #1 to Ordinance 17-064 passed by this City Commission on March 27, 2017, making general appropriations for the Fiscal Year 2017; 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 accordance with Section 14 of the City**

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

**ITEM #5 – Submitted by Maria Muratori, Development Specialist**

**GRANT AGREEMENT WITH KAGLAND, LLC**

**Budgetary Information:** The city will be responsible for providing \$52,397.15 in grant proceeds from the Economic Development capital projects fund on a reimbursable basis at the completion of the project.

**ORDINANCE NO. 17-084:** It is requested an ordinance be passed authorizing and approving a grant in the amount of \$52,397.15 to Kagland, LLC, in relation to the property located at 2055 Cleveland Road; 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 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:* Maria Muratori said Kasper Auto Group is expanding its service offering by opening a body shop at 2055 Cleveland Road. This project includes site improvements, interior buildout, equipment purchases and comprehensive façade renovation and new signage. It will create 12 to 15 new jobs at the project site with an estimated annual payroll of around \$600,000. The grant amounts were approved by the Economic Development Incentive Committee on April 11. The sum of the façade and signage portion of the project is just about \$60,000; the façade and signage grant of \$37,397.15 is approximately 62% of the total project cost which falls within our guidelines. Site improvements, buildout and equipment costs amount to just over \$190,000 and these costs are for a paint booth, other shop equipment, interior repair and modernization, lighting and blacktop repairs. A small business assistance grant in the amount of \$15,000 is recommended to help with these costs which equal about eight percent of the total project cost associated with this portion of the project. The total grant amount is \$52,397.15 with a relative total project cost of just over \$250,000. These amounts do not include the acquisition and they will have an option to purchase the building by the end of 2019 for an additional \$585,000. Maria Muratori said this project increases employment and payroll within the City of Sandusky and continues the investment momentum we have seen recently along the Cleveland Road corridor which is a major gateway into the city. Bart Barna with Kasper Auto Group thanked the city for having a program like this and said this made it easy to make the decision to invest in this property even though Kasper's already own property next to the Toyota dealership in Perkins Township. Kasper is the only new car dealership in the Sandusky city limits and they knew this building was an eyesore for the community. With the exponential growth they have seen at the GMC store, this is a great opportunity for the city while getting a more beautiful building and hiring more people. This property is seen as an expansion property down the road and there may be up to fifty employees at this location once the detail shop and body shop is relocated. Bart Barna thanked Greg Lockhart, Eric Wobser and Maria Muratori for their assistance. Nikki Lloyd said she appreciates Kasper's doing business in the City of Sandusky. Greg Lockhart said he always likes to hear about businesses opening or expanding in Sandusky and creating more jobs. Dick Brady said he will abstain as his company will be doing work associated with this project.

**Roll call on the motion: Yeas: Wes Poole, Greg Lockhart, Dennis Murray, Nikki Lloyd, Naomi Twine and Dave Waddington, 6. Abstain: Dick Brady, 1. The President declared the motion passed. Roll call on the ordinance: Yeas: Wes Poole, Greg Lockhart, Dennis Murray, Nikki Lloyd, Naomi Twine and Dave Waddington, 6. Abstain: Dick Brady, 1. The President declared the ordinance passed in accordance with Section 14 of the City Charter.**



**ITEM #6 – Submitted by Maria Muratori, Development Specialist  
GRANT AGREEMENT WITH MICHAEL R. MEINZER, ETAL**

**Budgetary Information:** The city will be responsible for providing \$10,400 in grant proceeds from the Community Development capital projects account on a reimbursable basis at the completion of the project.

**ORDINANCE NO. 17-085:** It is requested an ordinance be passed authorizing and approving a grant in the amount of \$10,400 to Michael R. Meinzer, ETAL in relation to the property located at 745 Sycamore Street; 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:* Dave Waddington thanked Mike Meinzer for putting money into this neighborhood and said he hopes more is coming.

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

**ITEM #7 – Submitted by Matt Lasko, Chief Development Officer**

**AGREEMENT FOR ABANDONED GAS STATION CLEANUP GRANT IMPLEMENTATION**

**Budgetary Information:** The cost for professional services and additional underground storage tank removal under the proposed agreement is \$95,200. The cost of said work under the proposal is to be paid with the second \$100,000 abandoned gas station cleanup grant awarded to the city. The remaining \$4,800 awarded through the second abandoned gas station cleanup grant that are not included in the professional services agreement will be expended directly by the city for the demolition of the gas station structure itself. If the cost of the proposed work exceeds \$100,000, the city proposes to utilize the EMS fund for any overage and would request, as required, City Commission approval to approve any change orders required due to construction cost overages.

**ORDINANCE NO. 17-086:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement for professional services with Mannik & Smith Group, Inc. for the underground storage tank removal project at the former Sunoco Gas Station property located at 1651 Tiffin Avenue; 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 accordance with Section 14 of the City Charter.**

*Discussion:* Matt Lasko said about one year ago, the city received a \$100,000 grant through the Ohio Development Service Agency which allowed us to remove these tanks and ultimately demolish the structure itself to position the site for redevelopment. When digging out underground storage tanks, one of the big unknowns is what may be on the site and the extent of soil contamination. The city engaged Mannik & Smith Group to dig up the two known tanks, drained them and remediated about 1,000 tons of soil from the site. Unfortunately, a third undocumented tank was found and the contamination could not be completely removed. We reapplied for a second \$100,000 grant with the State and this legislation will allow the city to enter into another agreement with Mannik & Smith Group to remove the third tank, the additional contaminated soil and ultimately demolish the former gas station structure. The contract is \$4,800 less than the grant amount because the city will contract for demolition of the structure.

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

**ITEM #8 – Submitted by Angela Byington, Planning Director**

**AMENDMENT TO ORDINANCE TO MODIFY PURCHASE OF BUSES FOR SANDUSKY TRANSIT SYSTEM**

**Budgetary Information:** The total cost of the vehicles is not to exceed \$337,867 with an estimated \$304,080 to be paid from federal funds through the 5539 Grant fund and \$33,787 to be paid with capital replacement funds.

**ORDINANCE NO. 17-087:** It is requested an ordinance be passed amending Ordinance 17-022 passed on February 13, 2017, for the purchase of six light transit vehicles from American Bus Service, Inc., of Canal Winchester, Ohio, through the State of Ohio Department of Transportation cooperative purchasing program for the Sandusky Transit System; 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:* Angela Byington said we are requesting to amend the ordinance to purchase four low floor buses and one light transit vehicle. The total cost was going to be \$426,653, the majority of which would have been paid from grant funding; the city's share was \$42,665. Through recent communication with ODOT and our new service provider, it was brought to our attention it would make more sense to purchase six light transit vehicles which are better for maintenance and more cost effective. The new total cost proposed for six vehicles, versus five vehicles, would be \$337,867, mostly paid with grant funds and a local share of \$33,787 to be paid through capital replacement funds. These vehicles will be disposed of according to where they originated and their respective disposition policy.

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

**CITY MANAGER'S REPORT**

- **Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to accept a donation of flags for CY 2017 for Veteran's Park from the Erie County Veteran's Service Commission. The donation included two flags each representing: U.S. Marines, U.S. Air Force, U.S. Army, U.S. Navy, U.S. Coast Guard, POW and American Flag. The President declared the motion passed.**
- **Upon motion of Nikki Lloyd and second of Naomi Twine, the commission voted to accept a donation of two American flags and one bracket for the canoe launch facility received from Dave Waddington (approximate value of \$35). The President declared the motion passed.**
- **Upon motion of Naomi Twine and second of Dave Waddington, the commission voted to accept a donation of fertilizer, weed & feed, weed treatment and leaf control from Jeff Krabill for Facer Park (in-kind value \$284.14). The President declared the motion passed.**
- **Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to accept a donation in the amount of \$50 from James and Barbara Thom for the K-9 fund. The President declared the motion passed.**

- The Police Department will be shaking things up and hosting their traditional **“Coffee with a Cop” at Live Aloha**, 125 West Market Street on April 28 from 10 a.m. until noon. Come join them for conversation and a shake.
- **Auditors will return in May** for additional testing on the 2016 financial audit.
- The next scheduled **Audit/Finance Committee meeting** is Friday, June 23 at 7:45 a.m.
- For the **Brownfields Assessment grants**, the city is working to develop an advisory group designed to assist staff with grant-associated decisions. The Task Force will consist of Angie Byington, Aaron Klein, Matt Lasko, and Steve Rucker, a developer, a real estate agent and a local business leader.
- Staff is creating a process to utilize **GIS mapping to better communicate road closures or detours related to construction projects**. The map will be distributed to the [Sandusky Register](#) and placed on the city’s website. The hope is to expand these communications to boil alerts and other press releases when possible.
- The **chemical feed and emergency intake project** was completed in February at Big Island Water Works. The contractor for the carbon system successfully activated the equipment last week. These projects will allow for treatment flexibility during a harmful algal bloom event in the future.
- The contractor has completed **tree removal and is almost finished with the sidewalk repairs for the 2016 project**. We are asking residents to refrain from imprinting on or vandalizing the concrete after it is installed. All cases of tampering are being reported to the Police Department.
- As approved at the last commission meeting, **staff submitted a grant application for potential wetland improvements in the vicinity of The Landing Park project** in East Sandusky to the Ohio Department of Natural Resources. Although design has not started on the project, award of the ODNR grant dollars would allow the city, Cedar Fair and MetroParks to focus on physical infrastructure improvements, rather than wetland improvements, which would improve the overall experience of the park.
- The regular **Planning Commission meeting** will be held Wednesday, April 26 at 4:30 p.m. in the first floor conference room.
- The regular **Board of Zoning Appeals meeting** is scheduled for May 18 at 4:30 p.m. in the first floor conference room.
- **The Go Green Arbor Day Celebration & Greenhouse Open House** will be held on Saturday, April 29 from 10 a.m. to 1 p.m. at the Sandusky Greenhouse.
- **The Take the Kids Fishing Fun Day**, in memory of Chuck Hanck, will be held on Sunday, May 7 from 1 p.m. to 3 p.m. at Shoreline Park.
- **The Citywide cleanup will take place on Saturday, April 29 for Earth Day. The Drive Thru Drop-Off Day at the Shelby Street Boat Launch facility will be 9 a.m. to 1 p.m.**
- **The restrooms are open for the season in all city parks with the exception of Shoreline Park.**

#### **OLD BUSINESS**

Upon motion of Dave Waddington and second of Naomi Twine, the commission voted to recommend the size of the basketball court at Orlando Pace Park be shrunk to 64’ x 42’ with two baskets and allow staff to finish this park improvement.

*Discussion:* Dave Waddington said the Recreation Board made this recommendation based on concerns raised. The commission voted 7 – 0 about one year ago for this park improvement and Orlando Pace made comments about how great it would have been to have a full court, but we listened and shrunk the size down. We will also be looking at Scott May Courts in Jaycee Park later this year and perhaps putting a full court at this location. Wes Poole said this is wonderful to move forward and hopes this has been addressed with nearby residents. Dave Waddington said he has not spoken with everyone in the area but Brad Link has also been out and spoken with some of them and does not want to put in a half court when a full court (two baskets) was promised. Wes Poole said we should recognize little kids are going to be using this park and we need to make sure they also have access to the basketball court.

**The President declared the motion passed.**

#### **NEW BUSINESS**

Dick Brady asked the city to do a little better job **in calming the noise from motorcycles, especially during Ohio Bike Week.** Steve Ernst with Advantage Entertainment has “throttle down” signs to place in right-of-way areas and we can get these to residents as requested. Eric Wobser said our Neighborhood Impact Officer and Community Impact Officers can help make these available.

Greg Lockhart commended Dick Brady and Dave Waddington for setting up and having the panel discussion this past weekend about the **opioid addiction issue** in the community. He has had conversations with the Erie County Health Department, Bayshore Counseling and Firelands Regional Medical Center about this issue and it is good to have more people involved in talking about this. We need to do more about this and would like to hear the results of the panel discussion. Dave Waddington thanked Kelly Kresser for pulling folks together for this event and said he learned a lot in two hours from people who deal with this every day in the community. Thanks to the Police and Fire Chiefs, Justin Harris and everyone who attended and this will help to further build relationships in the community. Dick Brady said there is diverse opinion about the role of an elected official, but believes there is a role to be filled. This problem was not solved on Saturday morning, but we are willing to shine a bright light on a very bad topic. There were so many people who attended with a passion to cure this disease and thanked everyone who participated or attended. There was such enthusiasm and passion but none of these people were doing this for the money.

Dave Waddington said the next couple of weeks are the **biggest weeks for Birdwatching** and there is an identified site at the end of River Avenue in Sandusky. May 5 – May 14 is American Birding Week and there will be vehicles from many different states in this area during that time.

Dennis Murray said **John Mears’ term is up on the Planning Commission.** No action was taken on this vacancy.

**Upon motion of Dennis Murray and second of Dave Waddington, the commission voted to appoint Dan Delahunt to the Board of Zoning Appeals for a term ending December 31, 2019. The President declared the motion passed.**

#### **AUDIENCE PARTICIPATION**

Mike Meinzer thanked the city for the support shown to his neighborhood and said he purchased the home being renovated prior to knowing about the availability of a city grant and this was a nice surprise. Mike Meinzer congratulated the commission on assembling the current city staff and said he has met with people in different departments and has received the best treatment, lots of help and gained a lot of knowledge from them. Many communities do not offer this kind of red carpet treatment and it was a great experience for him and encouraged the commission to continue supporting its staff and stay out of their way.

Tim Schwanger, 362 Sheffield Way asked about the demolition of pedestrian bridges. Aaron Klein said we are trying to work with ODOT while making improvements to the S.R. 250 overpass to demolish the pedestrian bridge but are meeting with resistance. Tim Schwanger asked if we can find a way to do signage or part of the wayfinding project directing people to waterfront access points. Tim Schwanger asked if there is a plan for the buoys to be placed for the submerged breakwall at Lions Park and Brad Link said these should be placed by May. There are no plans for armor stone along the shoreline. Tim Schwanger asked if there are plans to replace the swings near the pavilions in Lions Park and Brad Link indicated there are not at this time. Tim Schwanger said we plan to replace drinking fountains this year, but it looks like parts can be purchased for the existing ones. Tim Schwanger said last weekend he noticed two or three fields were being used at the new Sports Force Park but they were busing people from this location to Sawmill Park.

Kathryn Carter, 5309 Columbus Avenue, said the Block by Block program will be a pilot program and asked if consideration will be given to someone who might be able to do this for less money and if local people will be hired. People who rent or live in homes in other communities do come to Sandusky to enjoy the waterfront. The Parklet by Chesapeake Lofts is a hummingbird garden and there are a lot of plants that will attract them and will be a good consideration for this area. We need to do something in Sandusky leading to Birding Week and there are people who come from every state in the union, including New Mexico and Canada.

**At 7:40 p.m., upon motion of Dick Brady and second of Nikki Lloyd, the commission voted to adjourn. The President declared the motion passed.**

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Kelly L. Kresser, CMC  
Commission Clerk

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