

President Brady called the meeting to order at 5:00 p.m. followed the Invocation, given by Mr. Harris and the Pledge of Allegiance.

The Clerk called the roll and the following Commissioners responded: Mike Meinzer, Wesley Poole, Dennis Murray, Dick Brady, Steve Poggiali, Dave Waddington, and Blake Harris, 7. Upon motion of Mr. Poggiali and a second by Mr. Meinzer, the commission voted to excuse Mr. Murray, who arrived late.

City staff present: John Orzech – City Manager, Colleen Gilson – Community Development Director, Cody Browning – IT Manager, Don Rumbutis – IT Technician, Justin Harris – Interim Law Director, Michelle Reeder – Finance Director, Aaron Klein – Public Works Director, Jared Oliver - Police Chief, Mario D’Amico - Fire Chief, Arin Blair – Chief Planner, Debi Eversole – Housing Development Specialist, Jason Werling – Recreation Superintendent, James Stacey – Transit Administrator, and Cathy Myers - Commission Clerk.

Upon motion of Mr. Waddington and a second by Mr. Poggiali, the commission voted to approve the minutes of the September 25, regular meeting and suspend the reading. President Brady declared the motion passed.

AUDIENCE PARTICIPATION

None.

PUBLIC HEARINGS: Rezoning 123 Division Street, Arin Blair, Chief Planner

This legislation is to amend the official zone map of the City to rezone the western portion of parcel no. 57-04139.000 located at 123 Division Street from “PF” Public Facilities District to “RF2” Two-Family Residential District and the eastern portion from “PF” Public Facilities District to “LB” Local Business District. The existing parcel at 123 Division Street currently has both a residential structure and an old church that is being used for a business and the applicant is proposing to split the parcel to create two (2) separate lots, one for the existing residential structure (Parcel 1) and one for the structure currently housing the *Halo Live* venue (Parcel 2). This request was heard by the Planning Commission at their August 23, 2023, meeting resulting in the Planning Commission’s recommendation to approve the requested Zone Map Amendment. **With no comments, President Brady declared this hearing closed.**

PUBLIC HEARINGS: Amendment to General Business Zoning District, Arin Blair, Chief Planner

This legislation is to amend part eleven (Planning and Zoning Code), title three (Zoning Districts and Regulations), chapter 1133 (Business Districts), section 1133.06 (Permitted Buildings and Uses; General Business District) of the Codified Ordinances. The *2023 Housing Needs Assessment for the Firelands Region of Ohio*, conducted by Bowen National Research and led by Firelands Forward, found our three-county region has an overall housing gap of more than 10,000 units and Erie County alone needs more than 1,600 rental units and 2,734 for-sale units to support a healthy housing market for existing and expected residents over the next five years. As a proactive measure to enable mixed-use development and multi-family residential projects, the Planning Commission recommends amending the General Business zoning district to allow multi-family residential as a main use.

Comments:

Makenna Laser with Firelands Forward stated she was in favor of this amendment.

Mr. Murray commented that there are a lot of ingredients that go into the recipe for the housing shortage dilemma, but this would be one of them going forward. Mr. Poggiali stated he believes it will take federal and state incentives to solve the housing problem. President Brady stated the statistics are staggering on the shortage of housing in our area. If we want to increase our population and grow our city we have to start by finding places for people to live. It is a multi-faceted challenge because of the high interest rates and high costs of construction. This program is right, we must be creative to find a way to incentivize the purchases for people and developers in our area. Mr. Poole stated he did not see any downside to this legislation. He inquired what was the reasoning for the separation of land uses before. Ms. Blair stated they did not do outreach to the business owners but the original writing of the zoning code was from a theory of

zoning that was primarily interested in segregating land uses and keeping different uses separate. Today the trends show that mixed-use properties or more market feasible and in demand. This would enable those types of projects in places other than just downtown. This is just one step in trying to expand the development out of just the downtown area. Mr. Poole inquired what the Planning Commission said about the impact this will have. Ms. Blair stated to summarize the Planning Commission stated it was a no-brainer, it seems an easy add without foreseeable downfalls. We are just allowing our zoning code to be more flexible and more responsive to the demand we see. The initiation of the change has gone through a similar process that any other rezoning would go through, a newspaper announcement, a public hearing and so forth. Ms. Blair stated this will expand what private property owners can do with their properties, it does not decrease their abilities. Mr. Poggiali stated that the Planning Commission was very supportive of this change. **With no further comments, President Brady declared this hearing closed.**

CURRENT BUSINESS

Upon motion of Mr. Waddington and a second by Mr. Poggiali, the commission voted to accept all communications. President Brady declared this motion passed. President Brady asked if anyone would like any items moved from the Consent Agenda to the Regular Agenda. None heard.

CONSENT AGENDA

ITEM A – Submitted by Arin Blair, Chief Planner (SECOND READING)

APPROVAL TO AMEND THE CODIFIED ORDINANCE FOR DOWNTOWN DESIGN REVIEW PROCESS

Budgetary Information: The code change does not require funding. Historic preservation is an economic development tool that adds value to the city overall, thus having an indirect, net positive budgetary impact.

ORDINANCE NO. 23-196: It is requested an ordinance be passed amending Part Thirteen (Building Code), Title Five (Additional Local Provisions), Chapter 1359 (Downtown Design Review Process) of the Codified Ordinances of the City of Sandusky, in the manner and way specifically set forth hereinbelow.

ITEM B – Submitted by Arin Blair, Chief Planner

APPROVAL TO AMEND ZONING MAP FOR 123 DIVISION STREET

Budgetary Information: The rezoning has no direct budgetary impact.

ORDINANCE NO. 23-197: It is requested an ordinance amending the official zone map of the City of Sandusky to rezone the western portion of Parcel No. 57-04139.000 located at 123 Division Street from "PF" Public Facilities District to "R2F" Two-Family Residential District and the eastern portion from "PF" Public Facilities District to "LB" Local Business District; and declaring that this ordinance shall take effect under suspension of the rules as contained in and in accordance with Section 13 of the City Charter.

ITEM C – Submitted by Alec Ochs, Assistant Planner

APPROVAL OF AMEND ORDINANCE FOR THE VACATION OF AN EXTENSION TO CHURCH STREET

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

ORDINANCE NO. 23-198: It is requested an ordinance be passed amending Ordinance No. 22-263, passed on December 21, 2022; vacating a portion of Church Street, extending south between 4904 Ward Street and 4808 Ward Street, within the City, as set forth on the vacation plat, a copy of which is marked as exhibit "A-2", attached to this ordinance and incorporated herein; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM D – Submitted by Debi Eversole, Housing Development Specialist

APPROVAL TO ACCEPT 3 PARCELS INTO LAND BANK

Budgetary Information: The cost of these acquisitions should be limited to transfer fees and will be paid out of the Land Bank expense account. Expenses will be recouped at the sale of the property. The taxing districts will not collect the approximately nine thousand six hundred thirty dollars (\$9,630.00) owed in delinquent taxes.

RESOLUTION NO. 045-23R: It is requested a resolution be passed approving and accepting certain real property for acquisition into the Land Reutilization Program; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM E – Submitted by James Stacey, Transit Administrator

APPROVAL OF JOB AND FAMILY SERVICES TRANSPORTATION CONTRACT

Budgetary Information: The contract stipulates that STS will be paid at a rate of \$4.50 per loaded passenger mile with the annual total invoiced not to exceed \$251,401.00. The revenue from this agreement will be used as matching grant funds for the Ohio Department of Transportation (ODOT) 5311 Program Grant.

ORDINANCE NO. 23-199: 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 County Commissioners of Erie County for the Department of Job and Family Services for the period of October 1, 2023, through September 30, 2024; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM F – Submitted by Aaron Klein, Public Works Director**APPROVAL OF MAINTENANCE OF STATE ROUTE 2 PAYMENT TO ODOT**

Budgetary Information: The total cost for the State Route 2 maintenance services for dates 7/1/2022 through 6/30/2023, is \$14,571.07, and will be paid from the City of Sandusky State Highway Fund.

ORDINANCE NO. 23-200: It is requested an ordinance be passed authorizing and directing payment to the Treasurer of State, Ohio Department of Transportation for the maintenance of State Route 2 in the City of Sandusky by the Ohio Department of Transportation for the period of July 1, 2022, through June 30, 2023; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM G – Submitted by Josh Snyder, Public Works Engineer**APPROVAL TO AMEND ORDINANCE FOR BUTLER STREET AWARD**

Budgetary Information: The original contract with Great Lakes Demolition Company was \$890,479.50, the amendment increases the contract price by \$51.00, making the amended contract price \$890,530.50 which will be paid for out of American Rescue Plan Act Stimulus Funds.

ORDINANCE NO. 23-201: It is requested an ordinance be passed amending Ordinance No. 23-185, passed on September 11, 2023; authorizing and directing the City Manager to enter into a contract with Great Lakes Demolition of Clyde, Ohio, for the Butler Street Reconstruction Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM H – Submitted by Michelle Reeder, Finance Director**APPROVAL OF 2024 TAX BUDGET**

Budgetary Information: The City is required to accept the tax rates as determined by the Erie County Budget Commission. This approval establishes funding for 2024.

RESOLUTION NO. 046-23R: It is requested a resolution be passed accepting the amounts and rates as determined by the Erie County Budget Commission for fiscal year commencing on January 1, 2024; authorizing the necessary tax levies and certifying them to the County Auditor; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM I – Submitted by Mario D’Amico, Fire Chief**APPROVAL OF FIREFIGHTER CLOTHING DONATION TO EHOVE**

Budgetary Information: There will be no proceeds from the donation of turnout gear and accessories.

RESOLUTION NO. 047-23R: It is requested a resolution be passed authorizing the disposal of used firefighting clothing as being unnecessary and unfit for City use; approving their donation to the EHOVE Career Center; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Mr. Poole, and second by Mr. Poggiali, the commission voted to accept the Consent Agenda and declare all ordinances and resolutions as drafted and presented to the City Commission under the Consent Agenda shall take effect in accordance with the Section 14 of the City Charter. Roll call on the motion: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. Roll call on the ordinances and resolutions: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. President Brady declared these ordinances and resolutions passed.

ITEM 1 – Submitted by Megan Stookey, Project Manager (TABLED ITEM) Need Motion to Un-Table PERMISSION TO AWARD CONTRACT FOR JAYCEE & WASHINGTON PARK PROJECT TO RMH

Budgetary Information: The construction cost shall not exceed \$44,048.20 of which \$30,176.20 will be paid with funds donated from the Randolph J. & Estelle M. Dorn Foundation designated for the Sandusky Neighborhood Initiative, \$9,872.00 will be paid with funds donated from the Mylander Foundation, and \$4,000.00 will be paid with Friends of the Sandusky Greenhouse Funds donated from the Michelle Wightman and Karrie Wieber Charitable Foundation.

ORDINANCE NO. 23-202: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with RMH Concrete & Foundations, Inc. of Collins, Ohio, for the 2023 Jaycee and Washington Park Concrete Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Mr. Murray, and a second by Mr. Meinzer, the commission voted to un-table this motion. Roll call on the motion: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. Upon motion of Mr. Waddington, and second by Mr. Poole, the commission voted to adopt this ordinance as drafted under suspension of the rules and in full accordance with Section 14 of the City Charter.

Comments:

Mr. Murray stated this is a great example of an important issue being raised at the table, and thanked Mr. Poole for doing so, and the staff for finding a good resolution to this matter. President Brady stated that the best news it did not cost the City a dime more.

Roll call on the motion: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. Roll call on the ordinance: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. President Brady declared this ordinance passed.

ITEM 2 – Submitted by Arin Blair, Chief Planner

APPROVAL TO AMEND GENERAL BUSINESS ZONING DISTRICT

Budgetary Information: The proposed amendment has no direct budgetary impact. Any increase in housing units enabled by the change is expected to have a net positive impact on property/income revenue for the City.

ORDINANCE NO. 23-203: It is requested an ordinance be passed amending Part Eleven (Planning and Zoning Code), Title Three (Zoning Districts and Regulations), Chapter 1133 (Business Districts), Section 1133.06 (Permitted Buildings and Uses; General Business District) of the Codified Ordinances; and declaring that this ordinance shall take effect under suspension of the rules as contained in and in accordance with Section 13 of the City Charter.

Upon motion of Mr. Meinzer, and second by Mr. Poole, the commission voted to adopt this ordinance as drafted under suspension of the rules and in full accordance with Section 13 of the City Charter. Roll call on the motion: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. Roll call on the ordinance: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. President Brady declared this ordinance passed.

ITEM 3 – Submitted by Jason Werling, Recreation Superintendent

APPROVAL OF LETTER OF INTENT WITH AMERESCO FOR ENERGY EFFICIENCY PROGRAM

Budgetary Information: In the event Ameresco is successful in securing the grant on behalf of the City of Sandusky, it is agreed that the City will partner with Ameresco on implementation of the agreed upon scope of work, not to exceed \$260,880 with all but \$10,880 being reimbursed by the State of Ohio Community Grant funds. Funds not reimbursed by the State of Ohio will be covered by Issue 8 Capital Projects Fund.

ORDINANCE NO. 23-204: It is requested an ordinance authorizing and directing the City Manager to enter into a letter of intent with Ameresco Inc. of Worthington, Ohio, for services relating to securing an Energy Efficiency Program for Ohio Communities Grant through the Ohio Department of Development for energy conservation & facility improvement measures for certain City buildings; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Mr. Harris, and second by Mr. Poggiali, the commission voted to adopt this ordinance as drafted under suspension of the rules and in full accordance with Section 14 of the City Charter.

Comments:

Mr. Werling stated that we were approached about 6 to 8 months ago about this grant program through the state that will save money on purchasing lighting for different City buildings. President Brady stated he believed the \$250,000 would cover all but around \$13,000 of the costs. And going forward it is about \$26,000 annual savings of energy. Mr. Murray stated he believed the City did this about fifteen years ago as well. Mr. Klein stated he believed it ended in 2018.

Roll call on the motion: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. Roll call on the ordinance: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. President Brady declared this ordinance passed.

ITEM 4 – Submitted by Josh Snyder, Public Works Engineer**PERMISSION TO AWARD CONTRACT FOR COLUMBUS AVENUE UNDERPASS TO SCHIRMER**

Budgetary Information: The construction cost shall not exceed \$527,785.00, which shall be paid with American Rescue Plan Act (ARPA) Stimulus Funds.

ORDINANCE NO. 23-205: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Schirmer Construction LLC of North Olmsted, Ohio, for the 2023 Underpass Rehabilitation at Columbus Avenue Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

Upon motion of Mr. Meinzer, and second by Mr. Poggiali, the commission voted to adopt this ordinance as drafted under suspension of the rules and in full accordance with Section 14 of the City Charter. Roll call on the motion: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. Roll call on the ordinance: Mr. Meinzer, Mr. Poole, Mr. Murray, Mr. Brady, Mr. Poggiali, Mr. Waddington, and Mr. Harris, 7. President Brady declared this ordinance passed.

CITY MANAGER'S REPORT**DONATIONS**

Thank you to OHgo and Pizza House East for their donations of snacks, Gatorades, and pizzas for the kids in SPD's flag football program. **Upon motion of Mr. Meinzer, and a second by Mr. Poole, the commission voted to accept this donation. President Brady declared this motion passed.**

NEW & OLD BUSINESS**FINANCE**

- The Customer Accounting Office will begin assessing a credit card convenience fee on November 1, 2023. The convenience fee will be 2.5% of the transaction total, with a minimum of a \$2.00 fee. These are the same fees that are already assessed to the customers in the Building, Code, Community Development and Recreation departments. The convenience fees are collected by the credit card processing company to cover their expenses, the City does not receive any revenue from these fees.

PUBLIC WORKS

- Perkins Avenue between Campell and Columbus is now open to vehicular traffic. The contractor will be installing a water line in the next segment to the east. The project is still scheduled for completion in 2023.
- Crews will be closing the north side of the Columbus/Perkins intersection on October 16 for about 3-4 weeks for water line replacement work and to repair unexpected leaks. Detour signs will be posted.
- The East Monroe Street project is nearly complete as striping and traffic loop replacement remains. Please continue to use caution on all streets as contractors are working hard to finish projects before winter.
- Reminder: There will be a public meeting to discuss the MacArthur Park project at the Mills Rec Room from 5:30 to 7:00pm on Wednesday, October 11 with a focus on final design of the park improvements.
- Streets and Traffic staff will begin city-wide leaf collection in November. Once finalized, the schedule will be posted on the City's social media pages and website at

CityofSandusky.com/LeafCollection. There will be a drop-off area for bagged leaves near the Marquette Drive entrance to the City Service Center, starting October 3rd. For questions about the City's Leaf Collection Program, call 419.627.5884.

COMMUNITY DEVELOPMENT

- The City will be hosting two public open houses for residents to learn more about the proposed Recreation Center. The first will be Tuesday, October 10 at 6:30pm at the Mylander Pavilion, followed by one on Tuesday, October 17 at 6:30pm at Sandusky Rec @ Mills. Information about the Rec Center project can be found online at CityofSandusky.com/RecCenter

OLD BUSINESS

None.

NEW BUSINESS

None.

AUDIENCE PARTICIPATION

None.

ADJOURNMENT

Upon motion of Mr. Waddington, the Commission moved to adjourn at 5:34 p.m. President Brady declared the meeting adjourned.



Cathleen A. Myers
Commission Clerk



Richard R. Brady
President of the City Commission