

DOWNTOWN COMMITTEE

May 11, 2026

The May 11, 2026 Downtown Committee meeting was called to order at 6:30 p.m. in Council Chambers by Tom Karcher, Chairperson. Downtown Committee members present were Tom Karcher, Scott Moore, Zach Morral, Nicole Morris, Kate Niederkohr, and Graham Treadway. Marc Mays was absent.

Others present included: Kyle McColly, Mayor; Ethan Korte, Administrative Assistant; Zeke Korte; and Sarah Bennett, Clerk.

The minutes of the April 13, 2026 Downtown Committee meeting, having been mailed to each Downtown Committee member, were approved as received.

Downtown Committee members reviewed a draft of Ordinance No. 73-14 which addresses amending one permit holder and adding one permit holder located within the Designated Outdoor Refreshment Area (DORA). The permit holder to be amended is T & T Underground, 111 North Sandusky Avenue, which was formerly known as T & T Sports Lounge. The permit holder to be added is Ten Ducks Holdings Ltd., DBA Brookpark Marathon, 124-132 North Sandusky Avenue.

A motion was made by Mr. Treadway, seconded by Mrs. Niederkohr, to recommend to City Council to approve Ordinance No. 73-14 addressing changes to two permit holders within the Designated Outdoor Refreshment Area (DORA). Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

Mr. Ethan Korte reviewed a draft Street Closure Application he prepared to be filled out anytime there is an event anywhere in the community that street closure(s) are needed, including construction. The form asks for the following: applicant information, event information, street closure request, traffic control and safety plan, layout map to be attached, acknowledgement/signature of the applicant, and signatures of City officials including the Police Chief, Fire Chief, and Street Department Supervisor. It was noted that applications must be submitted at least thirty (30) days prior to the requested closure date, and any closure involving a state route will require approval from the Ohio Department of Transportation (ODOT) and a minimum fourteen (14) day notice. A suggestion was made to add a notation verifying the notice was provided to ODOT. Mr. Korte will ask Mr. Ben Buckland, Law Director, to review the document and provide and suggestions.

A copy of the Downtown Event Review and Coordination Policy, as drafted by Mr. Treadway, was shared. It was noted that this document contains much of the same information contained in the Street Closure Application prepared by Mr. Korte. The placement of barricades as part of street closures was discussed. It was noted that for a closure that takes place on the weekend or after regular work hours the Street Department places the barricades off of the roadway but in the area where they are to be placed and the organizer(s) of the events are responsible for placement and removal of the barricades.

Parking in the downtown area was again discussed following a complaint received from a business owner. Requests for designating parking spaces for specific businesses have been presented in the past and they are never approved as the streets are public rights-of-way not private property. Mrs. Niederkohr suggested a bulletin be put out to the public to explain why parking spaces cannot be designated for specific businesses. Discussion was held regarding various signage posted in the downtown area regarding parking restrictions. It was noted that there are currently issues with over-length pickup trucks parking in the angle parking spaces and encroaching on the lane of traffic. Mrs. Niederkohr suggested the various parking signs in the downtown area be looked at and it be determined if the language on the sign can be enforced and if it can't then the signs be removed. Mr. Korte will get a list of the various signs posted in the downtown area and consult with Mr. Ben Buckland, Law Director, on this issue.

Mr. Korte reported that food truck licensing is going well. Mr. Korte noted that the Health Department food licenses for these trucks expire in March and after the food truck vendors obtain their food licenses from the Health Department they then obtain their license from the City. Mr. Korte suggested that in the future if the City's food truck licensing ordinance is amended a one year licensing period from April to April be considered.

Mr. Korte reported that the Star Theatre has requested the closure of the Star Alley from West Wyandot Avenue to the first east/west alley from 4:00 p.m. to 9:00 p.m. on Friday, May 15, 2026 and Saturday, May 16, 2026 as part of activities being planned in this area including food trucks and screenings of Shawshank Redemption as part of the America250 Celebration.

A motion was made by Mr. Treadway, seconded by Mr. Morral, to approve the closure of the Star Alley from West Wyandot Avenue to the first east/west alley from 4:00 p.m. to 9:00 p.m. on Friday, May 15, 2026 and Saturday, May 16, 2026. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

Discussion was held regarding sidewalk permits in the downtown area. Mr. Korte indicated that so far Traum Brewing has obtained their sidewalk permit and he will be going door-to-door in the downtown area to businesses who need to obtain a permit.

There being no further business, the Chairperson declared the meeting adjourned.

Sarah J. Bennett, Clerk

Tom Karcher, Chairperson