

Here are the notes for **Ontario CIC 11.24.25**.

Present: Adam Gongwer, Amy Hiner, Beth Delaney, Josh Bradley, Kris Knapp, Jennifer Meisse, Nick Turnbaugh, Paul Boggs, Rick Pauley, Casey Bly

Jessica Gribben

Andy Medwid

Absent:

Action Items

Paul Boggs

Contact Doug at Spider Graphics about sign design and pricing

Reach out to Doug at Spider Graphics to get pricing and specifications for the sign design elements (similar to the 3D design discussed), including what would be needed on the signs (Ontario branding, graphics, etc.) and cost estimates.

Kris Knapp

Send Google Map with sign location areas to committee

Send the wayfinding and signage committee a Google Map marking the seven proposed sign location areas (including Shelby-Ontario-Fourth Street, Home-Fourth Street, Park-Home, Lexington-Spring Mill areas, Kingston, and others discussed) so the team can review exact placement and zoning requirements.

Amy Hiner

Touch base with Keith Strickler about school travel plan deadline

Contact Keith Strickler (school superintendent) to confirm the timeline for completing the ODOT School Travel Plan, specifically verifying whether it will be completed by December as mentioned or if it remains on the January timeline.

Overview

- Group explored wayfinding signage options with brick/stone signs estimated at **\$22,000** each (8 ft tall, 12 ft wide) for premier locations and smaller metal signs around **\$500** for secondary entrances
- Paul and Nick will identify **7** entrance locations and coordinate with Andy on zoning requirements to determine allowable sign sizes before finalizing designs

- Wayfinding subcommittee will meet separately to decide on sign messaging and present recommendations in December
- Zoning code modernization officially kicked off to align with **2024** comprehensive plan, with next committee meeting in January
- School travel plan expected completion moved up to first week of December (from January) to enable application for potential **\$1M-\$1.3M** safe routes to school grant
- Board member vacancy postponed to January to allow new administration input

Wayfinding signage design and costs

- Paul presented two sign design options based on Richland County branding concepts
- Brick/stone pier design with cultured stone facade, cast stone caps, and metal center sign came in at **\$22,000** per sign from mason's estimate
- Foundation and CMU block construction represent the largest cost components even if stone materials were donated
- Alternative metal-only design with steel posts and sheet metal backing would cost approximately **\$500** per sign plus graphics
- Spider Graphics quoted **\$4,000** for **3D** lettering similar to styles used elsewhere
- Group discussed using sandstone from historic Rock Road bridge versus more modern cultured stone or brick facade
- Jessica suggested differentiating Ontario's aesthetic from Mansfield's sandstone look to create distinct city identity
- Paul can provide steel fabrication and coating at cost or below
- Solar lights on brackets could be added for approximately **\$100** per sign rather than hardwired power
- Group identified approximately **7** key entrance points: Shelby-Ontario-4th, Home-4th, Park-Home, Kingston area, Lexington-Spring Mill north of Meijer, Lexington-Ontario, and possibly 314-4th
- Amy proposed using **2-4** large brick/stone signs at premier entrances and smaller metal signs at secondary locations

- Nick noted the **8 ft tall by 12 ft wide** sign dimensions are scaled from Mansfield's model and represent a substantial footprint
- Andy explained sign size restrictions vary by zoning district (commercial, residential, etc.) and will need to review allowable dimensions for each proposed location
- Paul will send Google map with proposed sign locations to Andy for zoning compliance review
- Wayfinding subcommittee will meet separately to determine sign messaging (Ontario vs City of Ontario vs other branding) and report recommendations at December meeting
- Paul will contact Spider Graphics about graphics/lettering options and pricing once messaging is decided

Zoning code modernization process

- Josh reported the city officially kicked off the process to align zoning code with **2024** comprehensive plan
- Goals include modernizing outdated standards, supporting responsible growth, and making development processes clearer and easier to navigate
- Key changes being explored:
 - Creating new zoning districts for neighborhood commercial in old Ontario and institutional district
 - Updating site plan review process
 - Adding clear permissible use table
 - Improving landscaping, buffering, and tree protection standards
- Consulting team is exploring overlay districts including mall area for walkable mixed-use development, corridor overlays for major commercial roads, and old Ontario overlay to strengthen downtown identity
- Team asked for input on desired land uses, areas where zoning should change, and improvements to permitting/review processes
- Next steps include reviewing zoning diagnostics and returning conditions and inventory worksheet at next meeting in January

- Committee members are Josh, Amy, Jessica, and Nick
- Glenn from Revielle is leading the consulting work and Amy noted he was professional with strong ideas

Safe routes to school grant timeline

- City is waiting on Ontario Schools to finalize their school travel plan before submitting safe routes to school construction grant application
- ODOT will not accept applications until the official school travel plan is submitted
- Keith Strickler (superintendent) originally planned to complete the plan in January but is now targeting first week of December
- Keith wants to accelerate timeline to apply for grant providing **\$1M** over **5** years (Jessica noted Shelby received **\$1.3M**)
- Amy will confirm December timeline with Keith and verify grant deadline
- If **2026** construction funding deadline is missed, city can prepare supporting materials and apply for **2027** cycle
- Josh noted the grant is competitive and may not be awarded
- Grant funds are substantial but won't cover all of Ontario—Josh estimated **\$1.3M** might cover Milligan Road and a couple other routes like Milligan from Shelby-Ontario
- Jessica mentioned Shelby used their grant funding for sidewalk construction
- City needs letter of recommendation and other materials ready once school plan is complete
- Keith will present maps from ODOT and additional details at December meeting

Insurance coverage quotes

- Jessica sent out existing D&O insurance quote but is waiting on additional quotes
- Talked to Robey about application process with quick turnaround expected
- Called Gates for quote but couldn't reach one other recommended provider

- Board needs both D&O insurance and general liability insurance since the organization will own property
- Jessica will email updated quotes to board members when received and request email vote to expedite coverage rather than waiting for next meeting
- Board cannot vote today due to incomplete quote documentation

Board vacancy postponement

- Amy proposed postponing board member vacancy vote from November to January
- Private citizen vacancy will be easier to fill in January when Kris becomes private citizen after leaving her current role
- Delay also allows new administration to participate in selection conversation
- Jennifer made motion to postpone until January, motion was seconded and approved unanimously

Executive session for property acquisition

- Amy moved to enter executive session per Ohio Revised Code Section **121.22G2** to consider purchase of property for public purposes
- Motion was seconded by Jennifer
- Roll call vote taken with all members voting in favor: Beth Delaney, Josh Bradley, Kris Knapp, Nick Turnball, Adam Gongwer, Paul Boggs, Jennifer Meisse, Rick Pauley, Amy Hiner, and Casey Bly

Public Comment

- Craig mentioned seeing surveyor with stakes at property near senior center earlier that day, suggesting owner may be moving forward with development plans
- Craig recommended contacting property owner soon to avoid missing acquisition opportunity