

STRATEGIC PLANNING

Tuesday, May 5, 2026 – 8:55 p.m.

Council Chambers – Olean Municipal Building

Present: Members: Chairman Crawford, Vice Chairman Forney, Alderman Bennion, Alderman McCall and Alderman Robinson. Others: Alderman Keary; Alderman Anastasia; Others: Mayor Amy Sherburne; Lens Martial, City Auditor; Keri Kerper, Community Development Program Coordinator; James Sprague, Director of Public Works; Eric Maurouard, Fire Chief; Ryan Reed, Code Enforcement Officer; Kris Shewairy, Youth and Recreation Division Supervisor, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

1. Roll Call

Alderman Crawford called the meeting to order at 8:55 p.m. and asked that the record show that all committee members were present.

2. Approval of Minutes of the Previous Committee Meeting (Tuesday, January 20, 2026)

A motion to approve the minutes of the January 20, 2026 meeting was made by Alderman Crawford, seconded by Alderman Bennion. Voice vote, ayes all. Motion carried.

3. Unfinished Business

a. Multi-Facility Needs Assessment – RFP for Architect

Alderman Crawford asked if we have put together an RFP to find a consultant to evaluate the needs of the infrastructure and facilities within the City. Director Sprague explained he recently published the Bartlett House roof RFP, and right now he is working on the RFP for engineering services under our Engineering Planning Grant associated with our DEC Order on Consent. He explained he hopes to get that out the door by the end of this week, and then this is the next RFP he has on his list. He explained he hopes to have this started by the next committee meeting, although he is unsure if he will have it completed. He explained we need a design professional to look at all of the major facilities and see what our overall needs and responsibilities are. Alderman Bennion asked if there has been any headway partnering with other municipalities. Director Sprague explained he feels this will be part of the work that the consultant will do, including looking at our City garage and then contacting neighboring communities about working together.

4. New Referrals for Consideration

None

5. Committee Reports

None

6. Adjournment

A motion to adjourn was made by Alderman Crawford, seconded by Alderman McCall. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 9:00 p.m.