



City of Hudson, Ohio

Meeting Minutes - Final City Council Workshop

William A. Currin, Mayor

Hamilton DeSaussure, Jr., City Council President (At-Large)

David A. Basil, City Council Member (Ward 2)

Dennis N. Hanink, City Council Member (Ward 1)

Alex D. Kelemen, City Council Member (Ward 3)

Keith W. Smith, City Council Member (Ward 4)

J. Daniel Williams, City Council Member (At-Large)

William D. Wooldredge, City Council Member (At-Large)

Jane Howington, City Manager

R. Todd Hunt, City Solicitor

Elizabeth A. Slagle, Clerk of Council

Tuesday, November 10, 2015

7:30 PM

Town Hall

1. Call to Order

President of Council DeSaussure called to order the workshop meeting of Hudson City Council at 7:31 p.m.

Staff in Attendance: Ms. Howington, City Manager; Mr. Comerlato, Assistant City Manager for Operations; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Finance Director; Mr. Leiter, Production Assistant; Mr. Powell, Public Works Superintendent - Utilities; Mr. Richardson, Community Development Director; Mr. Robbins, Police Chief; Ms. Roberts, Communications Manager; Mr. Sheridan, City Engineer; Mr. Varnes, Fire/EMS Chief; Mr. Wash, Assistant Public Works Director; Mr. Wiedie, Economic Development Director.

Present 6 - Mr. Basil, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Mr. Smith and Mr. Wooldredge

Absent 1 - Dr. Williams

2. Correspondence and Council Comments

3. Proposed Consent Agenda Items

A. [15-181](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE A TRUCK THROUGH THE COMMUNITY, UNIVERSITY & EDUCATION PURCHASING ASSOCIATION (C.U.E.) PROGRAM FOR THE WATER RESOURCES DIVISION; AND DECLARING AN EMERGENCY.**

Executive Summary: As part of the approved 2015 fleet capital budget, the Water Resources Division of Public Works has obtained CUE government program pricing for the purchase of one (1) fleet replacement vehicle and wishes to secure pricing and place the vehicle order.

Attachments: [Resolution No. 15-181](#)

This Resolution was forwarded for further consideration at the November 17, 2015 Council meeting.

B. [15-182](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH RHONDA KADISH TO PROVIDE GRANTS COORDINATOR SERVICES FOR THE CITY OF HUDSON.

Executive Summary: This resolution will authorize Ms. Kadish to continue her services as Grants Coordinator for 2016.

Attachments: [Resolution No. 15-182](#)

This Resolution was forwarded for further consideration at the November 17, 2015 Council meeting.

C. [15-183](#) AN ORDINANCE AMENDING THE CITY'S PAY RANGE STRUCTURE ADOPTED BY ORDINANCE NO. 14-161 AND AMENDING THE CITY'S PAY RANGE ASSIGNMENTS SCHEDULE ADOPTED BY ORDINANCE NO. 15-14.

Executive Summary: This Ordinance authorizes an annual salary adjustment for the City's non-bargaining unit employees. The pay steps provided in the Pay Range Structure chart attached to the Ordinance have each been adjusted by a factor of 1.01 over the 2015 Pay Range Structure figures. This Ordinance also amends the City's Pay Range Assignment Schedule to include position modifications made during the reorganization and reassignment of personnel in 2015.

Attachments: [2016 Pay Range Assignment - UPDATED](#)

[2016 Pay Range Structure](#)

[Ordinance No. 15-183](#)

This Ordinance was forwarded for further consideration at the November 17, 2015 Council meeting.

D. [15-0137](#) Staff Report: Special Event Cost Summary and Recommendation

Executive Summary: Earlier this year, City Council directed staff to cap the City's out-of-pocket costs for special events at 2014 levels. Services that the City provided to any new events, or significantly expanded events, would be charged back to the event sponsor. At the end of this year, Council asked that staff provide a cost summary and a recommendation that would help hold costs steady without increases.

Attachments: [2015 Special Event Cost Summary for Council](#)

This matter was postponed to the January 12, 2016 workshop.

4. Legislation and Other Discussion Items

A. [15-0138](#)

Discussion of the City's 2016 Budget

Executive Summary: This is a continuation of the 2016 Budget discussions. The emphasis of this meeting will be on the operating costs (personnel and other operating expenses). Capital and financing discussions were previously held.

Attachments:

[Hyperlink to Draft 2016 Budget](#)

[2016 Operating Budget Summary 11-9-2015](#)

[2016 v 2015 Operating Expenses Comparison 11-9-2015](#)

Ms. Howington gave an overview of the budget process. Discussion followed which included: overview of the 5-Year Plan; review of the organizational chart for the Public Works Department; and review of staff-identified major issues and discussion of the budgeting process.

This matter was discussed. Legislation will be introduced at the November 17, 2015, Council meeting for three readings, and Council will also consider the 2016 Budget and 5-Year Plan (2016-2020) during their December 8, 2015, workshop.

B. [15-124](#)

AN ORDINANCE ADOPTING THE 2015 COMPREHENSIVE PLAN.

Executive Summary: The ordinance would adopt the City's update to the Comprehensive Plan.

Attachments:

[20150914 PC Staff Report with attachments](#)

[20151012 PC Decision](#)

[Hyperlink to Draft Plan](#)

[20151112 Comp Plan Draft Goals](#)

[Ordinance No. 15-124](#)

Ms. Howington reviewed the preliminary schedule for the adoption process: Public Hearing and Special Workshop discussion on November 17, 2015; continuation of Public Hearing and second reading on December 1, 2015; workshop discussion on December 8, 2015; and third reading and final adoption on December 15, 2015. General discussion followed.

Mr. Kelemen e-mailed his mark-ups of the Comprehensive Plan to City staff and Council Members. (see copy attached to file copy of minutes).

This Ordinance was forwarded for further consideration at the November 17, 2015 Council meeting. Staff will prepare a list of Comprehensive Plan goals for Council, which will include edits recommended by the Planning Commission.

5. Items to be Added to Future Agendas

None.

6. Adjournment

There being no further discussion, Mr. DeSaussure adjourned the Council workshop meeting at 9:15 p.m.

Hamilton DeSaussure, Jr., President of Council

Jane Howington, City Manager, Clerk of Council Pro Tempore

Workshop Minutes prepared by Melissa Raber, Office Manager.

Upon approval by City Council, this official written summary of the meeting minutes shall become a permanent record, and the official minutes shall also consist of a permanent audio and video recording in accordance with Codified Ordinances, Section 220.031 (a), Rules for Workshop Meetings.