



City of Hudson, Ohio

Meeting Minutes - Draft

City Council Workshop

Craig A. Shubert, Mayor

William D. Wooldredge, President of Council (At-Large)

Beth A. Bigham, Council Member (Ward 4)

Hamilton DeSaussure, Jr., Council Member (At-Large)

Christopher W. Foster, Council Member (Ward 2)

Nicole Kowalski, Council Member (At-Large)

Katherine R. Schlademan, Council Member (Ward 1)

Skylar J. Sutton, Council Member (Ward 3)

Jane Howington, City Manager

Matthew J. Vazzana, City Solicitor

R. Todd Hunt, Special Counsel

Elizabeth A. Slagle, Clerk of Council

Tuesday, December 8, 2020

6:00 PM

Via Video-Conference & Live-Stream

1. Call to Order

President of Council Wooldredge called to order the workshop of Hudson City Council at 6:00 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

Present: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Others & Staff in Attendance: Mayor Shubert; Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mr. Comeriato, Assistant City Manager - Operations; Mr. Hannan, Community Development Director; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leedham, Innovation & Technology Director; Mr. Leiter, Production Assistant; Mr. Powell, Assistant Public Works Director; and Mr. Sheridan, Assistant City Manager - Professional Services.

2. Executive Session

A motion was made by Mr. DeSaussure, seconded by Mr. Foster, to enter into executive session to interview applicants for current vacancies on the City's boards, commissions, and committees. Mr. Wooldredge recessed the workshop at 6:01 p.m. after the motion carried by the following vote:

Aye: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

Mr. Wooldredge reconvened the Council workshop at 7:30 p.m.

3. Correspondence and Council Comments

Mr. Sutton and Mr. Foster thanked American Fireworks for the firework display on December 5, 2020. Mr. Sutton also addressed an article that appeared in the Hudson-Hub Times regarding the short-term rental moratorium.

Mr. Wooldredge and Mrs. Bigham expressed concern with the City's snow removal and mailbox replacement policy.

Mr. Foster asked about the use of private contractors for snow removal in Reserve at River Oaks. Ms. Howington stated that the streets within Reserve at River Oaks have not been dedicated yet and she also stated that private contractors are utilized for cul-de-sacs and dead end streets.

Mrs. Kowalski thanked City staff for meeting with her to supply information on projects within the City.

Mayor Shubert requested Council consideration on a memorial for Vinnie Barron. Council requested that the Mayor form a sub-committee to develop a proposal and come back to Council.

4. Discussion Items

5. Proposed Consent Agenda for December 15, 2020, Council Meeting

- A. [20-0155](#) **A Motion to Acknowledge the Timely Receipt of the November 2020 Monthly Financial Report**
Brief Description: Financial summaries are provided each month for Council's review.
Attachments: [November 2020 Financial Report](#)

This Motion was forwarded for further consideration at the December 15, 2020, Council meeting.

- B. [TMP-5238](#) **AN ORDINANCE AMENDING ORDINANCE NO. 19-153, MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2020 BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO THE FOURTH QUARTER OF 2020.**
Brief Description: This Ordinance will amend the 2020 budget for additional and/or amended appropriations as listed in the attached Exhibit A.
Attachments: [4th Quarter Exhibit A](#)

This Ordinance was forwarded for further consideration at the December 15, 2020, Council meeting.

- C. [TMP-5221](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER, DURING THE YEAR 2021, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS CHARTER-AUTHORIZED GOVERNMENTAL COMPETITIVE PURCHASING PROGRAMS AND ENTER INTO CONTRACTS FOR CONSTRUCTION MATERIALS, SUPPLIES, SERVICES, EQUIPMENT, AND VEHICLES.**
Brief Description: This Resolution would authorize the advertisement, receipt of bids and award of contracts for capital items, services, equipment, and materials and supplies for Public Works operations as included in the 2021 Annual Budget.
Attachments: [Exhibit A - 2021 Permission Contracts Projects for Services and Equipment](#)
- Mr. Sutton requested an updated matrix on the use of the hybrid police vehicles. He further requested that the color scheme of the police vehicles be changed to make them more visible to the public, other Council members agreed.*
- This Resolution was forwarded for further consideration at the December 15, 2020, Council meeting.**
- D. [TMP-5231](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE EQUIPMENT, MATERIALS, SUPPLIES AND SERVICES FOR THE CITY'S PUBLIC UTILITY AND VELOCITY BROADBAND SERVICES OPERATIONS ON AN AS-NEEDED BASIS DURING THE YEAR 2021.**
Brief Description: This annual resolution requests permission allowing the Public Works Department to make purchases of equipment, materials, supplies and services in the operational area of the municipal utilities and Velocity Broadband service operation that will exceed \$25,000 based on the 2021 approved budget.
Attachments: [Exhibit A - 2021 Utility Materials Supplies Purchases and services for HPP and Velocity Broadband](#)
- Mr. Foster requested that the fiber optic broadband supplies and materials be broken out to show the cost for Hudson Public Power and the cost for Velocity Broadband.*
- This Resolution was forwarded for further consideration at the December 15, 2020, Council meeting.**
- E. [TMP-5224](#) **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER'S DESIGNEE TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR AN ASSISTANCE TO FIREFIGHTERS COVID-19 SUPPLEMENTAL GRANT.**
Brief Description: The Federal Emergency Management Agency is awarding Assistance to Firefighters Covid-19 Supplemental funding for the purpose of providing assistance to fire and emergency medical services for the purchase of Covid-related personal protective equipment and supplies. The City could receive \$12,034.60 in grant funding for the purchase of Covid-19 related personal protective equipment and supplies to create a stockpile for future response. A \$1,203.46 match is required.
- This Resolution was forwarded for further consideration at the December 15, 2020, Council meeting.**

F. [TMP-5228](#) **A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES FOR PURCHASES MADE; AND DECLARING AN EMERGENCY.**

Brief Description: Council authorization is required for payment of the invoices shown on this Resolution, each in excess of \$3,000, for which commitments were made before Purchase Orders were generated.

Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the December 15, 2020, Council meeting.

G. [TMP-5233](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT THE STATE ROUTE 91 SOUTH SAFETY IMPROVEMENT PROJECT (PID 106445) PLAN TO THE HUDSON PLANNING COMMISSION FOR REPORT AND RECOMMENDATION PURSUANT TO CHARTER SECTION 9.02.**

Brief Description: The SR 91 South Safety Improvement Project design limits are on SR 91 (S. Main Street) from Barlow Road to the Stoney Hill Drive intersection. The project includes widening of the roadway for bike lanes and new center turn lane. Per the City Charter, Section 9.02 - Planning Commission - Powers and Duties, the street widening project shall be submitted to the Planning Commission for report and recommendation.

Attachments: [Preliminary Design Plan Exhibit 11-16-20](#)

Ms. Howington and Mr. Vazzana provided an explanation on the purpose of this Resolution.

This Resolution was forwarded for further consideration at the December 15, 2020, Council meeting.

6. Proposed Legislation for December 15, 2020, Council Meeting

A. [20-145](#) **AN ORDINANCE PLACING A MORATORIUM ON THE OPERATION OF ANY SHORT TERM RESIDENTIAL REAL ESTATE RENTALS IN THE CITY OF HUDSON; AND DECLARING AN EMERGENCY.**

Brief Description: This Ordinance establishes a 180-day temporary moratorium prohibiting the operation of short term (less than 30 days) residential real estate rentals ("STRs") within the City of Hudson. The period of the moratorium will permit the City to conduct community outreach, study, formulate, and draft regulations with respect to STRs.

Attachments: [Ordinance No. 20-145](#)

There was Council discussion on whether to keep the moratorium under consideration.

This Ordinance was forwarded for further consideration at the December 15, 2020, Council meeting.

- B.** [20-152](#) **A RESOLUTION SUBMITTING TO THE ELECTORS OF THE CITY THE QUESTION OF THE RENEWAL OF AN EXISTING 2.9-MILL TAX LEVY FOR THE PURPOSE OF SUPPORTING THE FREE PUBLIC LIBRARY OF THE HUDSON LIBRARY AND HISTORICAL SOCIETY; AND DECLARING AN EMERGENCY.**
- Brief Description:** This is the second of two pieces of legislation that Council is being requested to pass on behalf of the Library to allow their operating levy to be put on the May 4, 2021 ballot.

Attachments: [Certificate of Estimated Property Tax Revenue](#)
 [Resolution No. 20-152](#)

This Resolution was forwarded for further consideration at the December 15, 2020, Council meeting.

- C.** [20-160](#) **AN ORDINANCE ENACTING A NEW CHAPTER 876, “SHORT-TERM RENTAL OPERATIONS,” OF THE BUSINESS REGULATION CODE; AND DECLARING AN EMERGENCY.**
- Brief Description:** A permit program has been drafted for the regulation of short-term rentals within the City of Hudson.

Attachments: [Ordinance No. 20-160](#)

Mr. Vazzana presented information regarding the proposed licensing for short-term rentals. Discussion followed that included annual or bi-annual license, fee, public review/community input, inspection by the Fire Marshal, penalty on operating without a license, appeal process, difference between Bed & Breakfasts and short-term rental, consideration of past activities, and permit being non-transferable.

This Ordinance was forwarded for further consideration at the December 15, 2020, Council meeting.

- D.** [TMP-5234](#) **AN ORDINANCE AMENDING PART TWELVE OF THE CODIFIED ORDINANCES OF HUDSON TO: (1) AMEND THE OFFICIAL ZONING DISTRICT MAP TO REZONE CERTAIN LANDS ON HUDSON DRIVE (SUMMIT COUNTY TAX PARCELS 3001315 AND 3001316) FROM DISTRICT 8, INDUSTRIAL/BUSINESS PARK, TO HIKE BIKE (HB) SENIOR HOUSING OVERLAY ZONING DISTRICT 8 AND (2) AMEND SECTION 1205.11(f)(1), “PURPOSE OF OVERLAY ZONE”, TO ACCOMMODATE THE ABOVE ZONING DISTRICT MAP AMENDMENT.**
- Brief Description:** Consideration of proposed (1) Zoning Map Amendment to revise parcels 3001315 and 3001316 from the current District 8 Industrial/Business Park to the proposed Hike Bike (HB) Senior Housing Overlay Zoning District 8; and (2) a Land Development Code Text Amendment to amend the purpose statement of Section 1205.11(f) the Hike Bike (HB) Senior Housing Overlay Zoning District 8.

Attachments: [2020-822 Hudson Dr Map and Text Amendment PC Decision](#)
[2020-822 Hudson Dr Zoning Map and Text Amendment SR November 2020](#)
[2020-822 Hudson Dr Zoning Map and Text Amendment SR October 2020 file 1 of 2](#)
[2020-822 Hudson Dr Zoning Map and Text Amendment SR October 2020 file 2 of 2](#)
[Subject property PC 2020- 822](#)
[Notice of Public Hearing on 1-5-2021](#)

This Ordinance was forwarded for further consideration at the December 15, 2020, Council meeting.

- E. [TMP-5232](#) **A RESOLUTION RENEWING THE DESIGNATED OUTDOOR REFRESHMENT AREA FOR THE CONSUMPTION OF ALCOHOL IN SPECIFIED PUBLIC AREAS OF DOWNTOWN HUDSON, EXPANDING THE HOURS OF OPERATION ON WEEKENDS AND EXTENDING REGULATIONS THEREFOR.**
Brief Description: Authorization to renew the Designated Outdoor Refreshment Area (DORA) within Downtown Hudson and expanding the hours of operation.

This Resolution was forwarded for further consideration at the December 15, 2020, Council meeting.

7. **Items to be Added to Future Agendas**

8. **Adjournment**

There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 9:19 p.m.

William D. Wooldredge, President of Council

Jane Howington, City Manager, Clerk of Council Pro Tempore

Workshop Minutes prepared by Melissa Raber, Business Operations Manager - Professional Services.

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, excluding executive sessions, in accordance with Codified Ordinances, Section 220.031 (a), Rules for Workshop Meetings.