



# City of Hudson, Ohio

## Meeting Minutes - Final City Council Workshop

*David A. Basil, Mayor*

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

*Beth A. Bigham, Council Member (Ward 4)*

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

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

*Casey M. Weinstein, Council Member (Ward 2)*

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

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

*Jane Howington, City Manager*

*R. Todd Hunt, City Solicitor*

*Elizabeth A. Slagle, Clerk of Council*

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Tuesday, March 14, 2017

7:30 PM

Town Hall

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### 1. Call to Order

**President of Council DeSaussure called to order the workshop meeting of Hudson City Council at 7:30 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.**

**Present** 5 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen and Mr. Wooldredge

**Absent** 2 - Mr. Weinstein and Dr. Williams

*Ms. Bigham entered the meeting at 7:54 p.m.*

*Others & Staff in Attendance: Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager; Mr. Hilbish, IS Manager; Mr. Griffith, Assistant Finance Director; Mr. Knoblauch, Finance Director; Mr. Leedham, GIS Manager/Database Administrator; Mr. Leiter, Production Assistant.*

### 2. Correspondence and Council Comments

*Mr. DeSaussure complimented Hudson Public Power on assisting with repairing First Energy electric lines within Hudson and thanked the Service Department in regards to snow removal.*

### 3. Discussion Items

#### A. [17-0022](#) Review of Budget Calendar

**Executive Summary:** Discuss a new budget review process, including review sessions for major departments, projects and initiatives in the first 6 months of the year, as well as the use of the SWOT format.

**Attachments:** [Timetable - Five Yr Plan Budget](#)

*Ms. Howington reviewed the timetable and summarized the items that were agreed to during the budget discussion held at the workshop on February 28, 2017.*

**This matter was discussed.**

- B.**        [17-0020](#)        **Finance Department and Information Services Department Review**  
                 **Executive Summary:** Review operations of the Finance and Information Services  
                 Departments.

**Attachments:**        [Presentation](#)

*Ms. Howington gave a brief overview regarding department presentations and said that additional presentations will follow in upcoming months.*

*For the Information Services Department, Mr. Hilbish gave an overview regarding hardware within the City, and Mr. Leedham gave an overview regarding software.*

*Mr. Knoblauch and Mr. Griffith gave an overview regarding the Finance and Utility Billing Departments.*

**This matter was discussed.**

- C.**        [17-0021](#)        **City Manager's Goals and Objectives**  
                 **Executive Summary:** Review of the City Manager's goals and objectives.  
                 **Attachments:**        [Goals and Objectives](#)

*Ms. Howington asked Council to review the goals and objectives and supply her with feedback.*

**This matter was discussed.**

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

*None.*

**5.        Adjournment**

**There being no further discussion, Mr. DeSaussure adjourned the Council workshop meeting at 9:55 p.m.**

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**Hamilton DeSaussure, Jr., President of Council**

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**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.*