



# 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)*  
*Katherine R. Schlademan, Council Member (Ward 1)*  
*Skylar J. Sutton, Council Member (Ward 3)*  
*Vacant, Council Member (At-Large)*

*Jane Howington, City Manager*  
*Matthew J. Vazzana, City Solicitor*  
*R. Todd Hunt, Special Counsel*  
*Elizabeth A. Slagle, Clerk of Council*

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Tuesday, May 26, 2020

7:30 PM

Via Video-Conference & Live-Stream

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### 1. Call to Order

**President of Council Wooldredge called to order the workshop 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:** 6 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, 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. Ersing, Broadband Manager; Mr. Gerbracht, HCTV Operations Manager; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Ms. Kadish, Community Relations Manager; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leedham, Innovation & Technology Director; and Mr. Sheridan, Assistant City Manager - Professional Services.*

### 2. Correspondence and Council Comments

*Mr. Sutton stated that a couple residents have expressed concern regarding speeding on Stoney Hill Drive and asked staff to look into speeding concerns on roads near the parks. Ms. Howington stated that she has been working with Police on this issue.*

*Mr. Foster asked about the status of the expanded Downtown Historic District, and he also stated that residents are very appreciative of the concrete overlays. He further stated that he is working with Mr. Vazzana on feral cats within the City.*

*Mayor Shubert thanked the Schools and City staff on the coordination of the recognition ceremony that was held for the 2020 graduating class.*

### 3. Discussion Items

#### A. COVID-19 Update

*Ms. Howington provided an update on how staff is working with the downtown businesses on the reopening.*

**This matter was discussed.**

#### B. [20-0074](#) Merchant Support - DORA Program and Outdoor Dining

**Brief Description:** City staff requests to update City Council regarding two merchant support programs: (1) A Designated Outdoor Refreshment Area (DORA) submitted by Destination Hudson, Hudson Area Chamber of Commerce, and Merchants of Hudson and (2) expanded outdoor dining.

**Attachments:**      [DORA Letter to City Manager 5-20-20](#)  
                                 [Ohio Dept of Commerce Fact Sheet](#)  
                                 [Council Memo 5-21-2020 DORA Program](#)  
                                 [Ord. No. 04-183 Outdoor Dining Master Agreement](#)  
                                 [DORA Images](#)

*Mr. Hannan provided an update on outdoor dining regulations in the First & Main area and along N. Main Street. He further stated that the City has a Master License Agreement from 2004 that facilitated café dining within the First & Main area, as well as a couple site specific license agreements that were authorized by Council. Staff is looking for Council feedback on creating an expanded and updated Master License Agreement to facilitate outdoor dining throughout the downtown district, with the intent to allow café seating on public sidewalks provided there is a 5' wide clear zone along First & Main and a 7' wide clear zone along N. Main Street. The Land Development Code already allows for outdoor dining through an administrative site plan approval process.*

*Ms. Kadish stated that the City received a joint request from Destination Hudson, Hudson Chamber of Commerce and the Merchants of Hudson on creating a Designated Outdoor Refreshment Area (DORA), within the Downtown District. She further explained what the DORA Program is and the process for designating an area as part of DORA. Discussion followed.*

*There was Council consensus to bring forward legislation to the June 2, 2020, Council meeting for both the revised Master License Agreement and the DORA Program.*

**This matter was discussed.**

#### C. Process for Updating the Connectivity Plan

*Mr. DeSaussure asked how the Connectivity meetings will happen and how often the meetings will take place. Mr. Sheridan stated that the first meeting will be held on Thursday, June 4, 2020, with discussion being focused on providing information on the past connectivity studies, revisions that were made to the plan, what outcome staff is looking for, and the schedule of the meetings. Members will consist of staff members, Nick Sugar, Greg Hannan, and Thomas Sheridan, as well as 2 resident representatives chosen by each Council member. Mr. Hannan stated that staff would like to report back to Council on June 23, 2020 with additional data and the formalization of a Committee.*

**This matter was discussed.**

#### 4. Proposed Consent Agenda for June 2, 2020, Council Meeting

- A. [TMP-4863](#) A RESOLUTION DIRECTING THE SUMMIT COUNTY BOARD OF ELECTIONS TO HOLD A SPECIAL ELECTION CONCURRENT WITH THE REGULAR GENERAL ELECTION ON NOVEMBER 3, 2020, TO FILL THE VACANT AT-LARGE COUNCIL MEMBER POSITION IN ACCORDANCE WITH SECTION 3.11 OF THE CHARTER OF THE CITY OF HUDSON; AND DECLARING AN EMERGENCY.
- Brief Description:** Pursuant to Council direction at the meeting of May 5, 2020, this Resolution will be on the June 2, 2020, meeting agenda.

This Resolution was forwarded for further consideration at the June 2, 2020, Council meeting.

- B. [TMP-4862](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO THE CONTRACT WITH CROWN CASTLE FIBER, LLC FOR INCREASING BANDWIDTH CAPABILITY.
- Brief Description:** Velocity broadband's current internet provider contract with Crown Castle Fiber, LLC (formerly Lighttower Fiber Networks) established initial bandwidth service pricing to upgrade service bandwidth as customer demands would require. Due to current usage trends, staff now seeks to execute an upgrade to provide adequate bandwidth to existing and future customers.
- Attachments:** [Resolution No. 19-102](#)  
[VBB Bandwidth Increase - Q&A and supplemental info.](#)

*Mr. Leedham and Mr. Erasing provided an explanation of the need for expanding the bandwidth. Brief discussion followed. There was consensus to move this item from Consent to Legislation for the June 2, 2020, Council meeting.*

This Resolution was forwarded for further consideration at the June 2, 2020, Council meeting.

#### 5. Proposed Legislation for June 2, 2020, Council Meeting

- A. [20-44](#) A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH IVIDEO FOR THE PURCHASE OF AUDIO EQUIPMENT FOR THE TOWN HALL COUNCIL CHAMBERS.
- Brief Description:** This Resolution will authorize the City Manager to enter into a contract with iVideo for the needed audio equipment for the Council Chambers room at Town Hall, 27 E. Main Street. This audio equipment will benefit all public meetings in the Council Chambers room.
- Attachments:** [Resolution No. 20-44](#)

*Brief discussion was held regarding location of meetings due to social distancing needs. There was consensus to put this on hold for another month and bring it back for further discussion at that time.*

Resolution No. 20-44 was forwarded for further consideration at the June 2, 2020, Council meeting.

- B.            20-63            A RESOLUTION AMENDING RESOLUTION NO. 20-12 TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH LIBERTA CONSTRUCTION AND TO AUTHORIZE AN APPROPRIATION OF ADDITIONAL FUNDING FOR THE STATE ROUTE 91 NORTH TURN LANE IMPROVEMENT PROJECT (PID 93822); AND DECLARING AN EMERGENCY.**

**Brief Description:** The project will include the addition of left turn lanes at Valley View Road, Herrick Park Drive & Hines Hill Road, resurfacing of SR 91 from Brandywine Drive to Middleton Road, the installation of an 8' sidewalk on the east side of the road, and bike lanes on both sides of the road from Brandywine Drive to Middleton Road. Project bids were received and were in excess of the amount previously approved.

**Attachments:**            Financial Summary 5-26-2020  
                                 Responses to Questions  
                                 SR 91 N Turn Lane Bid Tabulation  
                                 Resolution No. 20-63 (as introduced 5-19-2020)

*Mr. Sheridan provided an explanation on the original approved estimate, the shortfalls with the actual bid prices, and the funding sources that can offset the overages. Discussion followed including use of S. Main Street funds, looking into consultants error and omission insurance, and estimate compared to actual bid prices.*

**Resolution No. 20-63 was forwarded for further consideration at the June 2, 2020, Council meeting.**

- C.            [20-64](#)            AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$3,850,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING AND INSTALLING EQUIPMENT AS PART OF THE CITY'S MUNICIPAL BROADBAND SERVICES SYSTEM PROJECT.**

**Brief Description:** This Ordinance authorizes internal borrowing for the installation of the broadband services system (Velocity Broadband). These roll forward the notes issued in 2019 of \$3,850,000 for five months so they mature at the same time as other currently outstanding notes. For cost savings purposes, we plan to roll these notes into one large bond issue in December 2020.

**Attachments:**            [Fiscal Officer's Certificate](#)  
                                 [Ordinance No. 20-64](#)

*Mr. Knoblauch provided an explanation on the bond issuance.*

**Resolution No. 20-64 was forwarded for further consideration at the June 2, 2020, Council meeting.**

- D.            [20-65](#)            AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE HUDSON COMMUNITY IMPROVEMENT CORPORATION FOR A COVID-19 SMALL BUSINESS RELIEF LOAN PROGRAM AND APPROPRIATING FUNDS THEREFOR.**

**Brief Description:** This Ordinance will authorize the COVID-19 Small Business Relief Loan Program through the Hudson Community Improvement Corporation

(HCIC).

Attachments:

[HCIC Articles of Incorporation](#)

[HCIC Code of Regulations](#)

[HCIC Members \(5-12-2020\)](#)

[Proposed Agreement with HCIC for COVID-19 Small Business Relief Loan Program](#)

[Exhibit A to HCIC Agreement - Loan Eligibility and Terms](#)

[Ordinance No. 20-65](#)

Resolution No. 20-65 was forwarded for further consideration at the June 2, 2020, Council meeting.

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

*None.*

**7. Adjournment**

There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 8:54 p.m.

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**William D. Wooldredge, President of Council**

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**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.*