



# 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 V. 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*

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Tuesday, September 28, 2021

7:30 PM

Town Hall  
27 East Main Street

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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. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

**Absent:** 1 - Mr. DeSaussure

*Others & Staff in Attendance: Mayor Shubert; Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mr. Griffith, Management/Budget Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, HCTV Production Assistant; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Stifler, Economic Development Director; and Mr. Tabak, Police Chief.*

*Mrs. Bigham left the meeting at 8:15 p.m.*

#### 2. Correspondence and Council Comments

*Mr. Sutton stated that due to a conflict of interest related to the purchase and sale of 2217 Ravenna Street (Resolution No. 21-103), he will not be participating in any discussion on this item.*

### 3. Discussion Items

#### A. [21-0083](#) Preliminary 2022 - 2026 Five-Year Plan Review

**Brief Description:** Staff will present 2022-2026 Five Year Plan Assumptions, Personnel Costs and Operating Costs for all funds.

**Attachments:** [2022 - 2026 Five Year Plan - Original Draft 9-28-21](#)

*Mr. Griffith discussed Assumptions, Personnel Costs and Operating Costs for all funds. Discussion included number of new houses income taxes collected on, reason for additional dispatchers, accounting for increase in supplies and services, debt rating, and Village of Peninsula financials.*

**This matter was discussed.**

#### B. [21-0084](#) Council Schedule for November 2021

**Brief Description:** Council's first regular meeting in November falls on Election Day, and Mr. Wooldredge would like discussion on postponing this meeting to November 9, 2021, to be held prior to the regularly scheduled Workshop that same day.

*Mr. Wooldredge asked for Council's input on moving the November 2, 2021 Council Meeting to November 9, 2021 prior to the regular workshop. There was consensus to move forward with this change. Mr. Wooldredge reminded everyone that there will be a Downtown Phase 2 Open House held on September 29, 2021 at 7:00 p.m. at City Hall, and that the Council Meeting on October 5, 2021 will begin at 6:00 p.m. to allow for interviews for the Clerk of Council position.*

**This item was forwarded for further consideration at the October 5, 2021, Council meeting.**

### 4. Proposed Consent Agenda for October 5, 2021 Council Meeting

#### A. [TMP-5683](#) A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY FISCAL OFFICER.

**Brief Description:** Each year the City is required to pass a resolution accepting the property tax amounts and rates as determined by the County Budget Commission.

**Attachments:** [Exhibit A - Property Tax Estimate \(Tax Year 2021 - Collection Year 2022\)](#)  
[Letter to accompany Certification of Tax Levy from Summit County Fiscal Officer](#)

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- B.**        [TMP-5696](#)        **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH TRANSYSTEMS FOR ENGINEERING DESIGN SERVICES FOR THE STOW ROAD AND MIDDLETON ROAD TRAFFIC SIGNAL IMPROVEMENT PROJECT.**
- Brief Description:*** This legislation would retain TranSystems for the design of the Stow Road and Middleton Road Traffic Signal Improvement Project.
- Attachments:***        [Stow at Middleton Signal Exhibit](#)

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- C.**        [TMP-5714](#)        **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE VILLAGE OF PENINSULA TO PROVIDE DISPATCH SERVICES TO THE PENINSULA POLICE DEPARTMENT.**
- Brief Description:*** A resolution authorizing the City Manager to enter into a contract with the Village of Peninsula to provide dispatch services to the Peninsula Police Department.
- Attachments:***        [Dispatch Contract - Peninsula Police](#)  
   [Dispatch Contracts Memo 2021](#)

*Mr. Tabak provided the volume of calls that are received by Valley Fire and Peninsula Police Department, call priority, and 911 call routing.*

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- D.**        [TMP-5715](#)        **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE VALLEY FIRE DISTRICT TO PROVIDE DISPATCH SERVICES TO THE VALLEY FIRE DISTRICT.**
- Brief Description:*** A resolution authorizing the City Manager to enter into a contract with the Valley Fire District to provide dispatch services to the Valley Fire District.
- Attachments:***        [Dispatch Contract - Valley Fire District](#)  
   [Dispatch Contracts Memo 2021](#)

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- E.**        [TMP-5711](#)        **A RESOLUTION AFFIRMING BOTH THE SUBMISSION OF A GRANT APPLICATION TO THE BURTON D. MORGAN FOUNDATION ON BEHALF OF HUDSON COMMUNITY TELEVISION AND THE CITY MANAGER'S ACCEPTANCE OF SUBJECT GRANT.**

**Brief Description:** The Burton D. Morgan Foundation has continued to provide a production grant in the amount of \$1,200.00 to help fund production of the *Good Day in Hudson* television series on HCTV. No match is required.

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- F. [TMP-5700](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE THE ASSIGNMENT OF A COMMUNITY REINVESTMENT ACT AGREEMENT FROM HUDSON 21, LLC TO AURORA INDUSTRIAL, LLC; AND DECLARING AN EMERGENCY.**

**Brief Description:** This Resolution will authorize the assignment of a CRA Agreement from Hudson 21, LLC, to Aurora Industrial, LLC. The assignment will allow Aurora Industrial, LLC, to receive the benefits prescribed in the original agreement.

*Mr. Sutton requested that the emergency language be removed. Mr. Wooldredge asked staff to revise to have this removed.*

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- G. [TMP-5716](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO BOTH APPROVE THE ASSIGNMENT OF A COMMUNITY REINVESTMENT ACT AGREEMENT FROM HUDSON 42, LLC TO AURORA INDUSTRIAL, LLC AND TO AMEND THE TERM CONCERNING THE SAME; AND DECLARING AN EMERGENCY.**

**Brief Description:** This Resolution will authorize the assignment of a CRA Agreements from Premier Hudson 42, LLC, to Aurora Industrial, LLC. The assignment will allow Aurora Industrial, LLC, to receive the benefits prescribed in the original agreement. The Resolution will further authorize amending the term.

*Mr. Sutton requested that the emergency language be removed. Mr. Wooldredge asked staff to revise to have this removed.*

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- H. [TMP-5717](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE THE ASSIGNMENT OF A COMMUNITY REINVESTMENT ACT AGREEMENT FROM HUDSON 125, LLC TO AURORA INDUSTRIAL, LLC; AND DECLARING AN EMERGENCY.**

**Brief Description:** This Resolution will authorize the assignment of a CRA Agreement from Hudson 125, LLC, to Aurora Industrial, LLC. The assignment will allow Aurora Industrial, LLC, to receive the benefits prescribed in the original agreement.

*Mr. Sutton requested that the emergency language be removed. Mr. Wooldredge asked staff to revise to have*

*this removed.*

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- I. [TMP-5718](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND THE TERM OF THE COMMUNITY REINVESTMENT ACT AGREEMENT WITH MANNESCHI & BENEDETTI, LLC AND CEIA USA, LTD.; AND DECLARING AN EMERGENCY.**

***Brief Description:*** This Resolution will authorize amendment of the term for the Community Reinvestment Act with Manneschi & Benedetti, LLC and CEIA USA, Ltd. for parcel #6 on Hudson Industrial Parkway.

*Mr. Sutton requested that the emergency language be removed. Mr. Wooldredge asked staff to revise to have this removed.*

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

5. **Proposed Legislation for October 5, 2021 Council Meeting**

- A. [21-71](#) **AN ORDINANCE AMENDING CHAPTERS 1201 “GENERAL PROVISIONS,” 1202 “ADMINISTRATIVE AND REVIEW ROLES”, 1203, “DEVELOPMENT REVIEW AND ADMINISTRATIVE PROCEDURES,” 1205, “ZONING DISTRICTS - CITY OF HUDSON ZONING MAP”, 1206, “USE REGULATIONS,” AND APPENDIX D “ARCHITECTURAL DESIGN STANDARDS” OF THE LAND DEVELOPMENT CODE TO IMPLEMENT THE 2021 LAND DEVELOPMENT CODE UPDATE.**

***Brief Description:*** As part of regular reviews of the Land Development Code, City staff has recently reviewed and updated a list of proposed amendments to continue some commercial focus items but also to incorporate some proposed amendments focused on efficiency and addressing noted requests from Council and residents.

***Attachments:*** [2021 LDC Update - Council Memo \(5-12-21\)](#)  
[PC Staff Report - Case No. 21-726 \(7-12-21\)](#)  
[PC Case No. 21-726 Recommendation - 2021 LDC Amendments \(7-26-21\)](#)  
[Notice of Public Hearing on 9-21-2021](#)  
[Ordinance No. 21-71 \(with proposed PC Recommendation\)](#)  
[Ordinance No. 21-71 \(as introduced 6-15-21\)](#)

*Mr. Sutton asked for clarification to the changes to 1206.03. Ms. Howington stated that staff will provide the information prior to the October 5, 2021, Council meeting.*

**Ordinance No. 21-71 was forwarded for further consideration at the October 5, 2021, Council meeting.**

- B. [21-92](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A COMMUNITY REINVESTMENT ACT AREA AGREEMENT WITH “PROJECT CRUNCH”; AND DECLARING AN EMERGENCY.**

**Brief Description:** “Project Crunch” is currently looking to purchase 35 acres at Season’s Greene to build a 200,000 - 250,000 square foot centralized robotic warehousing storage and fulfillment center located at Patriot Parkway and Seasons Road.

**Attachments:**      [Resolution No. 21-92](#)

*Ms. Howington stated that staff is requesting that no action be taken on this item until the Non-Disclosure Agreement is vacated, the name of the company is given and the application is signed. She further stated that the Stow-Munroe Falls School District needs to be notified 14 days in advance of Council action.*

**Resolution No. 21-92 was forwarded for further consideration at the October 5, 2021, Council meeting.**

- C. [21-93](#)      **A RESOLUTION AUTHORIZING AN AMENDMENT TO THE CITY MANAGER’S EMPLOYMENT AGREEMENT.**

**Brief Description:** This Resolution authorizes an amendment to City Manager Jane Howington’s employment agreement to provide a merit increase in salary.

**Attachments:**      [Resolution No. 21-93](#)

**Resolution No. 21-93 was forwarded for further consideration at the October 5, 2021, Council meeting.**

- D. [21-99](#)      **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$7,725,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF IMPROVING CITY-OWNED PROPERTY LOCATED AT 5810 HUDSON DRIVE BY CONSTRUCTING, FURNISHING EQUIPPING AND OTHERWISE IMPROVING (i) A NEW SALT STORAGE FACILITY AND (ii) A NEW BUS MAINTENANCE AND STORAGE FACILITY AND CLEARING, IMPROVING AND EQUIPPING THE SITE.**

**Brief Description:** This ordinance allows for the refinancing of existing financial obligations of the City. It allows for the sale of notes to finance the cost of the new bus garage and salt storage facility.

**Attachments:**      [Fiscal Officer's Certificate](#)

[Ordinance No. 21-99](#)

**Ordinance No. 21-99 was forwarded for further consideration at the October 5, 2021, Council meeting.**

- E.        [21-100](#)        **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$740,000 OF TAXABLE ECONOMIC DEVELOPMENT NONTAX REVENUE BOND ANTICIPATION NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING APPROXIMATELY 4.0 ACRES OF REAL PROPERTY LOCATED NEAR THE SOUTHWEST CORNER OF OWEN BROWN STREET AND MORSE ROAD.**
- Brief Description:*** This ordinance allows for the refinancing of existing financial obligations of the City. It allows for the rollover of note proceeds used to pay for the former Windstream property at 100 Owen Brown Street, purchased as part of the Downtown Phase II Project.
- Attachments:***        [Ordinance No. 21-100](#)

Ordinance No. 21-100 was forwarded for further consideration at the October 5, 2021, Council meeting.

- F.        [21-101](#)        **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$1,000,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF IMPROVING THE CITY’S ELECTRIC SYSTEM BY ACQUIRING AND INSTALLING A NEW DISTRIBUTION TRANSFORMER, TOGETHER WITH THE NECESSARY REGULATORS, CONTROL EQUIPMENT AND APPURTENANCES THERETO.**
- Brief Description:*** This ordinance allows for the financing of Hudson Public Power’s replacement of a distribution transformer at its’ Eastside substation (located on Stow Road, across the street from Hudson City School District’s baseball complex).
- Attachments:***        [Fiscal Officer's Certificate](#)  
                                  [Ordinance No. 21-101](#)

Ordinance No. 21-101 was forwarded for further consideration at the October 5, 2021, Council meeting.

- G.        [21-102](#)        **AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$850,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF INSTALLING AND IMPROVING A MULTIPURPOSE TRAIL AND SIDEWALKS IN VARYING WIDTHS ALONG BARLOW ROAD, TOGETHER WITH ALL NECESSARY DRAINAGE AND RELATED IMPROVEMENTS AND APPURTENANCES THERETO.**
- Brief Description:*** This ordinance allows for the financing of the sidewalk/trail installation on West Barlow Road from State Route 91 to Nicholson Drive.

Attachments: [Fiscal Officer's Certificate](#)  
[Ordinance No. 21-102](#)

Ordinance No. 21-102 was forwarded for further consideration at the October 5, 2021, Council meeting.

- H. [21-103](#)      **A RESOLUTION AFFIRMING THE CITY MANAGER'S ACTION TO ENTER INTO A PURCHASE AND SALE AGREEMENT WITH MICHAEL MITOV AND LISA MITOV TO ACQUIRE REAL PROPERTY LOCATED AT 2217 RAVENNA STREET (PERMANENT TAX PARCEL NUMBERS 30-00969 AND 30-03461) IN THE CITY OF HUDSON, OHIO, FOR PUBLIC PURPOSES; AND DECLARING AN EMERGENCY.**

**Brief Description:** As a condition precedent to the purchase and sale agreement for the property located at 2217 Ravenna Street going into effect, Council must authorize said agreement. This resolution affirms the City Manager's action of entering into the agreement and authorizes the purchase of property located at 2217 Ravenna Street, including approximately 7.26 acres on two adjacent parcels (#30-00969 & 30-03461) for future public purposes. (See ALTA map attached.)

Attachments: [2217 Ravenna St ALTA Survey Map](#)  
[Resolution No. 21-103](#)

Resolution No. 21-103 was forwarded for further consideration at the October 5, 2021, Council meeting.

- I. [TMP-5654](#)      **AN ORDINANCE AMENDING SECTION 1048.02, "RATE SCHEDULES," OF THE STREETS, UTILITIES AND PUBLIC SERVICES CODE TO ADOPT ADJUSTMENTS TO THE ELECTRIC POWER SUPPLY COST ADJUSTMENT FACTOR IN THE SCHEDULE OF CHARGES.**

**Brief Description:** The City's Public Works Department has completed the electric rate and cost of service study with Power Consultants Courtney & Associates. The consulting firm presented the study's results to City Council on July 13th and recommended a 5.1% adjustment to the Power Supply Cost Adjustment Factor (PSCAF) formula. Staff is recommending City Council implement the adjustments in conjunction with the January 2022 billing cycle.

Attachments: [Rate Comparison-C&A 2021](#)  
[Current Formula for Power Supply Cost Adjustment Factor \(2021\)](#)  
[Minimum Customer Charges](#)  
[Notice of Public Hearing](#)

*Mr. Sutton asked staff to provide a breakdown to show the average cost increase that residents should expect to see. Ms. Howington stated that this will be included for the October 5, 2021, Council meeting.*

**This Ordinance was forwarded for further consideration at the October 5, 2021, Council meeting.**

- J. [TMP-5656](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A TWO-YEAR EXTENSION TO THE THIRD AMENDMENT TO THE DEVELOPMENT AGREEMENT WITH THE ALLSTATE INSURANCE COMPANY; AND DECLARING AN EMERGENCY.**
- Brief Description:*** In 2021 City Council approved an extension of the of the current “E” rate development agreement with the Allstate Insurance Company located on Executive Parkway in Hudson Ohio. To allow for the completion of the 2021 electric rate and cost of service study, Council temporarily extended the agreement from July 1, 2021 to September 1, 2021 and again from September 1, 2021 to November 30, 2021. As the Rate Study has now been completed, and based on the consultant’s recommendation, staff seeks to continue the current “E” rate for an additional two (2) year term.

**This Resolution was forwarded for further consideration at the October 5, 2021, Council meeting.**

- K. [TMP-5701](#) **AN ORDINANCE AMENDING CHAPTER 876, “SHORT-TERM RENTAL OPERATIONS,” OF THE BUSINESS REGULATION CODE OF THE CITY OF HUDSON.**
- Brief Description:*** Amendment to the Short-Term Rental regulations of the City of Hudson.
- Attachments:*** [Council Memo Short-Term Rentals 9.23.21](#)  
[Ordinance No. 20-160 \(passed 2-2-2021\)](#)  
[Draft Ordinance](#)

*Ms. Howington stated that staff will provide an explanation on the changes that were made at the October 5, 2021, Council meeting. Mr. Sutton asked for staff to provide information on the first violation warning and ability to escalate based on severity.*

**This Ordinance was forwarded for further consideration at the October 5, 2021, Council meeting.**

- L. [TMP-5723](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALE AGREEMENT WITH FAIRMOUNT PROPERTIES FOR THE SALE OF REAL PROPERTY LOCATED IN THE DOWNTOWN AREA ADJACENT TO THE FIRST & MAIN DEVELOPMENT IN THE CITY OF HUDSON, OHIO; AND DECLARING AN EMERGENCY.**
- Brief Description:*** This Resolution will authorize the sale of properties currently owned by the City in the Downtown Phase 2 area to Fairmount Properties.
- Attachments:*** [Downtown Phase 2 - Fairmont Conceptual Plan 9-10-2021](#)

*Ms. Howington provided a timeline on the public input sessions, citizen feedback, and Council schedule.*

**This Resolution was forwarded for further consideration at the October 5, 2021, Council**

meeting.

## 6. Items to be Added to Future Agendas

*Mr. Foster requested discussion on storm water issues that are on private property. Mr. Wooldredge stated that this will be added to a future workshop.*

*Ms. Howington asked Council for direction on continuing with the preferred trash hauler or moving towards a single hauler. There was consensus to bring this to a future workshop for discussion. She further asked if Council would like to move forward with fireworks in December. There was consensus for staff to put together a cost for this and return to a future workshop.*

## 7. Executive Session

**A motion was made by Mr. Foster, seconded by Mr. Sutton, to enter into executive session to consider the sale or lease of City Property at competitive bidding. Mr. Wooldredge recessed the meeting at 9:07 p.m. after the motion carried by the following vote:**

**Aye:** 5 - Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

**Excused:** 1 - Mrs. Bigham

*Mr. Wooldredge reconvened the Council workshop at 9:47 p.m.*

## 8. Adjournment

**There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 9:47 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.*