



# City of Hudson, Ohio

## Meeting Agenda - Final City Council

*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)*  
*J. Daniel Williams, 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, December 10, 2019

7:00 PM

Town Hall  
27 E. Main St.

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### Special Meeting & Regular Workshop

#### Special Meeting

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Appointment of Jane Howington as Clerk of Council Pro Tempore
5. Public Comments
6. Correspondence and Council Comments
7. Report of Manager

**8. Consent Agenda**

- A. [19-182](#) **AN ORDINANCE ESTABLISHING A TEMPORARY MORATORIUM ON ENFORCEMENT OF CHAPTER 874 OF THE BUSINESS REGULATION CODE RELATED TO THE LOCATION OF OPERATION FOR MOBILE FOOD VEHICLES; AND DECLARING AN EMERGENCY.**  
**Brief Description:** Staff requests a temporary suspension of the enforcement of Section 874.04 (b) of the Business Regulation Code related to location for operation of Mobile Food Vehicles to allow City Staff to study and make clarifications to the current language.  
**Attachments:** [Hyperlink - Chapter 874, Mobile Food Vehicles](#)  
[Ordinance No. 19-182](#)

**9. Adjournment****Workshop****10. Call to Order****11. Correspondence and Council Comments****12. Discussion Items**

- A. [19-0130](#) **Departmental Overview: Professional Services: Community Development / Engineering**  
**Brief Description:** This departmental overview provides an opportunity for elected officials to review City operations.
- B. **Agenda Review Process**

**13. Proposed Consent Agenda for December 17, 2019, Council Meeting**

- A. [19-0131](#) **A Motion to Acknowledge the Timely Receipt of the November 2019 Monthly Financial Report**  
**Brief Description:** Financial summaries are provided each month for Council's review.  
**Attachments:** [November 2019 Financial Report](#)

- B. [TMP-4568](#)**      **AN ORDINANCE AMENDING ORDINANCE NO. 18-160, MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019, BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO THE FOURTH QUARTER OF 2019.**  
**Brief Description:** This Ordinance will amend the 2019 budget for additional and/or amended appropriations as listed in the attached Exhibit A.  
**Attachments:**      [4th Quarter Exhibit A](#)
- C. [TMP-4483](#)**      **AN ORDINANCE AMENDING CHAPTER 254 OF THE CODIFIED ORDINANCES ENTITLED “EMPLOYEE HANDBOOK AND PERSONNEL RULES”, AS INITIALLY ADOPTED AND AS SUBSEQUENTLY AMENDED FROM TIME TO TIME BY CITY COUNCIL.**  
**Brief Description:** This ordinance authorizes amendments to the Employee Handbook and Personnel Rules, as approved by the Personnel Advisory and Appeals Board (PAAB) on September 5, 2019.  
**Attachments:**      [Council Summary of 2019 Handbook Changes](#)  
                                 [Employee Handbook - Revised](#)
- D. [TMP-4564](#)**      **A RESOLUTION AUTHORIZING THE CITY MANAGER, DURING THE YEAR 2020, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS CHARTER-AUTHORIZED GOVERNMENTAL COMPETITIVE PURCHASING PROGRAMS FOR CONSTRUCTION MATERIALS, SUPPLIES, SERVICES, EQUIPMENT, AND VEHICLES FOR THE SELECTION OF THE LOWEST AND BEST BIDDER TO BE DETERMINED BY COUNCIL; AND DECLARING AN EMERGENCY.**  
**Brief Description:** This annual Resolution allows the Public Works Department to advertise for bids, obtain competitive pricing, and recommend contract awards for those items, contracts and projects that will exceed \$25,000 based on the 2020 approved budget.  
**Attachments:**      [2020 Permission Contracts Projects for Services and Equipment Final](#)
- E. [TMP-4565](#)**      **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 2020; AND DECLARING AN EMERGENCY.**  
**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 2020 approved budget.  
**Attachments:**      [Exhibit A 2020 HPP Velocity Permission to Bid](#)

- F. [TMP-4567](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A TWO-YEAR CONTRACT FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES WITH QUALITY CONTROL INSPECTION, INC.**  
**Brief Description:** The City of Hudson Engineering Department currently performs public inspections with our staff and the City also contracts with a private construction management service on the road programs. In addition to the road programs, the City may decide to utilize the construction management/inspection services on other miscellaneous capital improvement projects and for private developments as they arise within the City.
- G. [TMP-4563](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE EPPLEY INSTITUTE FOR PROFESSIONAL CONSULTING SERVICES AND RE-WRITE OF THE PARKS MASTER PLAN.**  
**Brief Description:** The Parks Department and Park Board Master Plan subcommittee are in the final phase of reviewing the Parks Master Plan. The Board and staff now wish to utilize a professional services firm to perform the final review and complete the document updates.  
**Attachments:** [Eppley Institute RFQ/Proposal for Parks Master Plan 9-9-2019](#)  
[EDG RFQ/Proposal for Parks Master Plan 9-10-2019](#)  
[Pros Consulting RFQ/Proposal for Parks Master Plan 9-10-2019](#)

#### 14. Proposed Legislation for December 17, 2019, Council Meeting

- A. [19-170](#) **AN ORDINANCE AMENDING SECTION 1, “PLAN SUBMISSIONS AND GENERAL NOTES,” AND SECTION 2, “WATER DISTRIBUTION,” OF CHAPTER 1419, “ENGINEERING STANDARDS FOR INFRASTRUCTURE CONSTRUCTION” AND REPEALING SECTION 3, “SANITARY COLLECTION” OF THE BUILDING AND HOUSING CODE.**  
**Brief Description:** Section 1 - Plan Submission and General Notes of the City of Hudson Engineering Standards for Infrastructure Construction and Section 2 - Water Distribution were last updated in 2002. Staff would like to update these sections to reflect various changes due to industry standards that have changed since the last updates. Section 3 - Sanitary Collection, will be repealed as the City no longer governs the construction and maintenance of the sanitary sewer system.  
**Attachments:** [Summary of Changes](#)  
[Exhibit A - Section 1](#)  
[Exhibit B - Section 2](#)  
[Ordinance No. 19-170](#)

*Ordinance No. 19-170 is scheduled for a third reading on December 17, 2019.*

**Legislative History**

11/12/19	City Council Workshop	item forwarded to the City Council
11/19/19	City Council	first reading
11/26/19	City Council Workshop	item forwarded to the City Council
12/3/19	City Council	second reading

- B.     [19-171](#)     AN ORDINANCE AMENDING SECTION 648.11 OF CHAPTER 648, “PEACE DISTURBANCES,” SECTIONS 672.01, 672.07, 672.09, 672.14, AND 672.19 OF CHAPTER 672, “WEAPONS AND EXPLOSIVES,” OF THE CODIFIED ORDINANCES TO CONFORM TO STATE LAW, AND DECLARING AN EMERGENCY**

**Brief Description:** The Ohio General Assembly passed House Bill 228, which amended multiple sections of the Revised Code with respect to the rights of gun owners, and other fire-arm related matters. This Ordinance amends the City’s regulations concerning weapons and explosives in conflict with HB 228.

**Attachments:**     [Ordinance No. 19-171 \(as revised 12-3-2019\)](#)

*Ordinance No. 19-171 is scheduled for a third reading on December 17, 2019.*

**Legislative History**

11/12/19	City Council Workshop	item forwarded to the City Council
11/19/19	City Council	first reading
11/26/19	City Council Workshop	item forwarded to the City Council
12/3/19	City Council	second reading

- C.     [19-172](#)     A RESOLUTION ADOPTING A CREDIT/PURCHASING CARD POLICY FOR THE CITY OF HUDSON.**

**Brief Description:** House Bill 312 established safeguards for credit card use for Ohio’s local governments. Even though the City of Hudson has home rule authority to deviate from HB 312, establishing this policy will ensure transparency and accountability with respect to the City’s credit-related transactions.

**Attachments:**     [Exhibit A - Credit Card Policy](#)  
                              [Resolution No. 19-172](#)

*Ordinance No. 19-172 is scheduled for a third reading on December 17, 2019.*

**Legislative History**

11/12/19	City Council Workshop	item forwarded to the City Council
11/19/19	City Council	first reading
11/26/19	City Council Workshop	item forwarded to the City Council
12/3/19	City Council	second reading

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

**16.     Executive Session**

**17.     Adjournment**

*The mission of the Hudson City Government is to serve, promote and support, in a fiscally responsible manner, an outstanding community that values quality of life, a well-balanced tax base, historic preservation, with a vision to the future, and professionalism in volunteer and public service.*