



City of Hudson, Ohio

Meeting Minutes - Final 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

Tuesday, October 26, 2021

7:30 PM

Town Hall
27 East Main Street

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

Absent: 1 - Mrs. Bigham

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. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Leedham, Innovation & Technology Director; Mr. Leiter, HCTV Production Assistant; Mr. Powell, Assistant Public Works Director; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Varnes, Fire/EMS Chief; Mr. Wash, Assistant Public Works Director; and Mr. Wonsick, Assistant City Engineer.

2. Correspondence and Council Comments

Mr. Wooldredge reminded Council members when speaking, to speak into the microphone. He further reminded citizens that applications are being accepted until November 5, 2021 for the Cemetery Board, Board of Zoning & Building Appeals, HCTV Advisory Committee, and Planning Commission.

Mr. Sutton stated that he received Ms. Howington's memo in regards to Metro RTA changing the bus stops within Hudson, and asked if the bus shelter project was being put on hold. Ms. Howington stated that if there was Council consensus, she will have staff send a letter to Metro RTA in opposition of the new bus stop plan, and she further stated that the bus shelter project is on hold. There was consensus to have staff send a letter to Metro RTA.

3. Discussion Items

- A. [21-0094](#) **The Middleton Road and Stow Road Sidewalk Project Discussion**
Brief Description: Representatives from Transystems will be in attendance virtually to discuss the proposed alignment of the new sidewalk along Middleton Road (Valley View Road to High Point Park) and Stow Road (Middleton Road to the Twinsburg Twp. Corp. line).

Attachments: [Decision Matrices](#)
[Exhibit-Typicals](#)
[Plan View Exhibit](#)

Mr. Sheridan introduced Mr. Aaron Grilliot and Micah Whitt, Transystems. Transystems provided the proposed sidewalk plan along Middleton Road and Stow Road. Discussion followed that included crosswalks, Twinsburg Township participation, and proposed sidewalk location. Mr. Sheridan stated that a public open house will be held at City Hall, on November 10, 2021 from 6:30 p.m. to 8:30 p.m. to discuss the proposed sidewalk options. Staff will return to a future Council workshop, after public input, to further discuss the proposed sidewalk locations.

This matter was discussed.

- B. [21-0095](#) **Preliminary 2022 - 2026 Five-Year Plan Review**
Brief Description: Staff will present 2022-2026 Five Year Plan Capital for Cemeteries, Parks, Fire, EMS, Water, Electric, Velocity, HCTV, and Fleet.

Attachments: [2022 - 2026 Five Year Plan - Original Draft 9-28-21](#)
[Parks Budget Comments - 2021](#)

Mr. Griffith discussed the budget for the Cemeteries, Parks, Fire, EMS, Water, Electric, Velocity, HCTV and Fleet Funds. Discussion included Cemetery Fund balance, using Park Funds for sidewalk connectivity projects, viewership numbers for HCTV programs, equipment and vehicle needs for Fire, and irrigation system at Ellsworth Meadows Golf Course.

This matter was discussed.

- C. [21-0096](#) **The 2020 Census Update and the City of Hudson Council Ward Distribution Discussion.**
Brief Description: The city administration will update City Council on the new 2020 U.S. Census data and the population changes to the City Council Wards.

Attachments: [Proposed Council Wards 2020](#)
[Ward Map at Merger effective 1-1-94](#)
[Council Wards 2000 - Population Concentrations](#)
[Council Wards 2010 - Population Concentrations](#)
[Council Wards 2020 - Population Concentrations](#)

Mr. Sheridan provided information on the changes to the population and how it effects the Wards, and stated that the City has 1 year to update the Ward Boundaries. There was Council consensus to obtain public input on the proposed changes.

This matter was discussed.

4. Proposed Consent Agenda for November 9, 2021 Council Meeting

- A. [21-127](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MARKS CONSTRUCTION, INC. FOR THE HERRICK CIRCLE POND IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY.**

Brief Description: The project involves the grading improvements to allow for better maintenance and less flooding of an existing City maintained storm water detention pond located northeast of Herrick Circle in the subdivision of the Woods of Western Reserve. An emergency clause has been included to allow the contractor to begin the work this year, weather permitting, as grading work in the winter or spring can be difficult and problematic.

Attachments: [Herrick Circle Pond Bid Tab - Rebid 2021.10.19](#)
[Herrick Circle Pond Bid Tab - Orig. Bid 2021.09.14](#)
[Herrick Circle Pond Location Map](#)
[Resolution No. 21-127](#)

This Resolution was forwarded for further consideration at the November 9, 2021, Council meeting.

- B. [21-128](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS FOR THE 2022 CAPITAL MAINTENANCE PROGRAMS OF THE CITY OF HUDSON.**

Brief Description: This Resolution would authorize the advertisement, receipt of bids and award of contracts for the annual road programs that will comprise the 2022 Annual Capital Maintenance Program. The program includes: Line Striping, Crack Sealing, Concrete Replacement/Catch Basin Repairs, Asphalt Resurfacing and Patching Program. Award of these projects will be based upon the approved 2022 capital budget.

Attachments: [Resolution No. 21-128](#)

This Resolution was forwarded for further consideration at the November 9, 2021, Council meeting.

- C. [21-129](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER'S DESIGNEE TO SUBMIT AN APPLICATION TO THE OHIO ENVIRONMENTAL PROTECTION AGENCY FOR A RECYCLING AND LITTER PREVENTION PROGRAM GRANT ON BEHALF OF THE ENVIRONMENTAL AWARENESS COMMITTEE.**

Brief Description: The Ohio Environmental Protection Agency awards Recycling and Litter Prevention grant funding for the purpose of Outreach and Training. The City could receive \$50,000 in grant funding to fund a Solid Waste Reduction, Diversion and Recycling Master Plan focused on education goals for 2022 and beyond. The City's match would not exceed \$12,500.

Attachments: [Recycling Grant Proposal \(Revised 11.9.2021 to reflect EAC priorities & maximum grant award\)](#)
[Resolution No. 21-129](#)

Mr. Foster stated that the amount noted in the grant application does not match what is noted on the staff report. Mr. Comeriato stated that the grant application lists items that the Environmental Awareness Committee would like to do, however, the max grant is \$50,000 with a 25% match. The Committee would then choose which items they would like to perform within that allotted budget amount.

This Resolution was forwarded for further consideration at the November 9, 2021, Council meeting.

- D. [21-130](#) **A RESOLUTION APPOINTING A NEW CLERK OF COUNCIL; AND DECLARING AN EMERGENCY.**

Brief Description: City Council will appoint a new Clerk of Council and provide for training by the current Clerk of Council during a transition period. The new Clerk of Council will begin work for Hudson on November 29, 2021.

Attachments: [Resolution No. 21-130](#)

Responding to Mr. Sutton's question, Ms. Howington stated that the new Clerk of Council would be Clerk Pro Tempore until the end of the year, and then would become Clerk of Council on January 1, 2022.

This Resolution was forwarded for further consideration at the November 9, 2021, Council meeting.

5. Proposed Legislation for November 9, 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 \(with PC Recommendation\)](#)
[Ordinance No. 21-71 \(as introduced 6-15-21\)](#)

Ordinance No. 21-71 was forwarded for further consideration at the November 9, 2021, Council meeting.

- B. [21-84](#) **AN ORDINANCE AMENDING CHAPTERS 1201 “GENERAL PROVISIONS,” 1205, “ZONING DISTRICTS - CITY OF HUDSON ZONING MAP,” 1206, “USE REGULATIONS,” 1207 “ZONING DEVELOPMENT AND SITE PLAN STANDARDS,” 1213 “DEFINITIONS,” AND APPENDIX D “ARCHITECTURAL DESIGN STANDARDS” OF THE LAND DEVELOPMENT CODE TO IMPLEMENT AGRICULTURAL USE PROVISIONS.**
- Brief Description:*** Proposed amendment to the Land Development Code regulations associated with agricultural use standards. The amendments combine applicable standards for agricultural uses accessory to a residential dwelling into a consolidated ordinance to clarify existing regulations and further support small scale hobby farming.

Attachments: [Planning Commission Recommendation](#)
[Ordinance No. 21-84 \(with proposed Recommendation of Planning Commission\)](#)
[Public Comment](#)
[Memo to Council 10.19.21](#)
[Memo to Council 7.6.21](#)
[Memo to Council 5.13.21](#)
[Notice of Public Hearing 10.19.2021](#)
[Ordinance No. 21-84](#)

Ordinance No. 21-84 was forwarded for further consideration at the November 9, 2021, Council meeting.

- C. [21-113](#) **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: [Current vs Proposed Power Cost Comparison - 12 Month History](#)
[Rate Comparison-C&A 2021](#)
[Current Formula for Power Supply Cost Adjustment Factor \(2021\)](#)
[Minimum Customer Charges](#)
[Notice of Public Hearing on 10.19.2021](#)
[Ordinance No. 21-113](#)

Ordinance No. 21-113 was forwarded for further consideration at the November 9, 2021, Council meeting.

- D. [21-114](#) **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.

Attachments: [Resolution No. 21-114](#)

Resolution No. 21-114 was forwarded for further consideration at the November 9, 2021, Council meeting.

- E. [21-115](#) **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 \(passed 2.2.2021\)](#)
[Ordinance No. 21-115 \(proposed amendment highlighted 11.9.2021\)](#)
[Ordinance No. 21-115 \(as revised 11.9.2021\)](#)

Mr. Hannan stated that Mr. Vazzana has made revisions to this Ordinance prohibiting detached units from being utilized as Short-Term Rentals, and those revisions will be incorporated into this amendment for Council consideration. Responding to Mr. Foster's question, Ms. Howington stated that she will obtain clarification from Mr. Vazzana on grandfathering existing detached dwellings that are being utilized as Short Term Rentals.

Ordinance No. 21-115 was forwarded for further consideration at the November 9, 2021, Council meeting.

- F. [21-116](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALE AGREEMENT WITH FAIRMOUNT PROPERTIES, LLC FOR THE SALE OF THE 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 - Fairmount Conceptual Plan 9.29.2021 \(Updated\)](#)
[Resolution No. 21-116 \(as revised 11.9.2021\)](#)

Mr. Sutton was not in agreement with how the current Resolution was written, and would like revisions made that would obtain final approval from Council. Ms. Howington provided information on the process and further stated that she will have Mr. Vazzana amend the current Resolution to add language that the Purchase and Sale is subject to Council's final approval.

Resolution No. 21-116 was forwarded for further consideration at the November 9, 2021, Council meeting.

- G.** [21-123](#) **A RESOLUTION ACCEPTING THE CITY MANAGER’S RECOMMENDATION NOT TO IMPLEMENT THE GROWTH MANAGEMENT RESIDENTIAL DEVELOPMENT ALLOCATION SYSTEM DURING CALENDAR YEAR 2022.**
Brief Description: The City is not removing the Growth Management Allocation System; however, because of no appreciable population change, the system would not be implemented for 2022.
Attachments: [GMA Annual Report to City Council 10.21 for year 2022](#)
 [Notice of Public Hearing on 11.9.2021](#)
 [Resolution No. 21-123](#)

Resolution No. 21-123 was forwarded for further consideration at the November 9, 2021, Council meeting.

- H.** [21-124](#) **A RESOLUTION ADOPTING IN CONCEPT THE CITY OF HUDSON FIVE-YEAR PLAN 2022-2026.**
Brief Description: This resolution adopts in concept the City’s Five-Year Plan.
Attachments: [2022 - 2026 Five-Year Plan - Final Draft \(11.9.2021\)](#)
 [Summary of Changes to 2022-2026 Five Year Plan \(11.9.2021\)](#)
 [Resolution No. 21-124](#)

Resolution No. 21-124 was forwarded for further consideration at the November 9, 2021, Council meeting.

- I.** [21-125](#) **AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON, COUNTY OF SUMMIT, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022.**
Brief Description: This Ordinance establishes the City’s budget for 2022.
Attachments: [Ordinance No. 21-125 \(as revised 11.9.2021\)](#)

Ordinance No. 21-125 was forwarded for further consideration at the November 9, 2021, Council meeting.

6. Items to be Added to Future Agendas

Mr. Foster asked about the discussion of the kilowatt cap for Solar Power. Mr. Comeriato stated that staff is currently still working with the consultant on that policy and will return to Council early to mid-winter.

Ms. Howington stated that Chief Tabak has found a different vendor for the purchase of Police cruisers, and that staff will bring forward an amendment to the previously passed Resolution at the November 9, 2021, Council meeting.

7. Adjournment

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