



# City of Hudson, Ohio

## Meeting Minutes - Draft

### 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)*

*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, May 18, 2021

7:30 PM

Town Hall  
27 East Main Street

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#### 1. Call to Order

Mayor Shubert called to order the 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.

#### 2. Pledge of Allegiance to the Flag

#### 3. Roll Call

**Present:** 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

*Staff in Attendance: Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mrs. Slagle, Clerk of Council; Mr. Comeriato, Assistant City Manager - Operations; Mr. Leedham, Innovation & Technology Director; Mr. Leiter, Production Assistant; and Mr. Sheridan, Assistant City Manager - Professional Services.*

#### 4. Approval of the Minutes

##### A. [21-0039](#) Minutes of Previous Council Meetings

**Brief Description:** Draft minutes of previous meetings are provided for City Council's review and approval.

**Attachments:** [May 4, 2021 Meeting Minutes - DRAFT](#)

[May 11, 2021 Council Workshop Minutes - DRAFT](#)

There being no changes, the above minutes were approved as submitted.

## 5. Public Comments

*Ms. Suzanne Kim, 89 East Streetsboro Street, proposed that Council consider amending the General Offenses Code, Section 648.12, Construction Work at Night, to change the start time to 7 a.m. instead of 6 a.m.*

*Mrs. Slagle reported the receipt of five additional email messages forwarded to Council since their last meeting concerning the proposed dog park at Colony Park, two supporting it and three in opposition (emails attached to record copy of these minutes). She said this input was considered by the Park Board at yesterday's meeting.*

## 6. Correspondence and Council Comments

*Mr. DeSaussure provided an update from the May 17th Park Board meeting, reporting that a motion to continue discussion regarding the location of Colony Park for a proposed dog park was defeated. The Board will continue discussion regarding the proposed dog park at the next Board meeting. He said that Parks Survey results show that there is a perceived need for a dog park, but he noted that a majority of recent negative comments received by the City were from residents in the Colony Park neighborhood, with many expressing traffic concerns. He suggested the City analyze traffic impacts. He said that the Park Board had previously determined that Colony Park was best suited for a dog park, and he concluded that the Park Board's decision will be whether to have a dog park at Colony Park or no where.*

*Mrs. Kowalski announced that she will host an virtual Open Forum at 7 p.m. on May 20, and she encouraged interested residents to register. She provided an update from the May 13th HCTV Advisory Committee meeting, noting that members will return to in-person meetings soon and will discuss their "must air" requirement; with more people using HCTV equipment to record live social media events, the Committee will examine if they are required to air those events on Hudson's cable channels.*

*Mr. Sutton announced that he will host a Ward 3 Open Forum at 7:30 p.m. on June 7th at Hudson Springs Park, May Pavilion. He said that he received and forwarded a constituent's letter to the Park Board in which the resident showed that mapping the locations of existing dog parks in surrounding communities indicated that the northwest corner of Hudson is underserved. Lastly, he asked for a status update on delivery of the DORA furniture ordered for the downtown.*

*Mayor Shubert reported that he had presented the Kiwanis Club of Hudson with a Proclamation on May 15th in recognition and thanks for their generous contribution of a new batting cage at Barlow Farm Park near the baseball fields.*

*Mr. DeSaussure asked that Council consider amending the City's Codified Ordinances pursuant to the public comment from Ms. Kim.*

*Mr. Foster announced that he will submit proposed legislation on term limits for discussion at the next workshop.*

*Mrs. Bigham wished happy birthdays to her son and her dog.*

### A. [21-0020](#) **Postponement of Downtown Phase II Community Survey and Termination of Relationship with Research Analytics Consulting, LLC.**

**Brief Description:** Mr. Foster brought this matter for Council action.

*Mr. Foster expressed concerns about the market research consultant selected for the downtown development survey. Discussion followed regarding postponing the matter and the timeline for selection of a different consultant. Ms. Howington asked for Council direction. Because of the time involved in a new Request for Proposal process, Council decided to wait for further discussion on this project until after the November*

*election.*

**A motion was made by Mr. Foster, seconded by Mr. Wooldredge, to table further discussion of the market research related to the Downtown Phase II Development to the December 14, 2021, Council workshop when a new Council can undertake proceeding to deal with the question of what to do with the Downtown property and/or needs for the broader community that would come out of this research project. Said motion was amended by the mover and seconder to terminate the relationship with the current market research company and to resume discussions on December 14, 2021, to initiate a new relationship for this research project.**

**The motion, as amended, carried by the following vote:**

**Aye:** 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton and Mr. Wooldredge

## **B. Hudson Heritage Association Preservation Award for the Old School Green Project**

*Mayor Shubert announced that the City received an historic preservation award from HHA for the Old School Green Project. There was consensus among Council members to install a replica of the plaque presented to the City on a rock at the Old School Green, while the original plaque will be displayed at City or Town Hall. Staff indicated that the Trust that donated the land would need to be consulted for permission to install the plaque on the property.*

**A motion was made by Mr. Wooldredge, seconded by Mrs. Bigham, to direct staff to pursue installation of a bronze replica of the HHA Preservation Award plaque on the Old School Green property. The motion carried by the following vote:**

**Aye:** 7 - Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge and Mrs. Bigham

## **7. Report of Manager**

*Ms. Howington reported on the following:*

- Based on State and CDC guidelines, Hudson public facilities will reopen between now and June 2. Until June 2 when the State will rescind all COVID health orders, the City will add signs saying that those who have been fully vaccinated do not need to wear masks. On June 2, the City will follow the State's elimination of all COVID restrictions. The City is moving all board and commission meetings to in-person during May and June.*
- Responding to Mr. Sutton's request for a status update: arrival and installation of the DORA furniture is expected in mid-June.*
- Four port-a-potties will be installed downtown by the beginning of June. They will be located by Park Lane and First Street. Sponsors of special events will still need to add restroom facilities for their events.*
- An After-Prom Party was held at Case-Barlow Farm on Saturday, and about 80 canvas chairs obtained for the event were donated to the City for community events at City Hall. The City is grateful for the donation.*
- Council's annual Road Tour is scheduled on May 22nd, with follow-up information and discussion planned for May 25th workshop.*
- Responding to Ms. Kim's comment: for projects administered by the City, construction time usually begins at 7 a.m., with some exceptions for emergency issues.*

## 8. Discussion Items

### A. [21-0041](#) Proposed Founders Day Parade

***Brief Description:*** Staff and City Council will continue the discussion of the proposed Founders Day Parade.

*With cancellation of the 2021 Memorial Day Parade, staff and City Council discussed the concept of holding community events and a parade over Labor Day weekend. Based on discussions with merchants and the Hudson Community Foundation, staff shared plans for several events over the weekend, including the Farmers Market on Saturday, the Hudson Mart on Sunday to showcase local vendors, and a proposed parade on Labor Day to celebrate Hudson. Staff discussed logistics and estimated the parade costs at \$26,500, with the Community Foundation coordinating fundraising efforts to help offset the City's costs.*

**A motion was made by Mr. Wooldredge, seconded by Mr. Sutton, to endorse the City's sponsorship and management of the proposed Founders Day Parade. The motion carried by the following vote:**

**Aye:** 7 - Mr. Foster, Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham and Mr. DeSaussure

### B. [21-0042](#) Use of American Recovery Plan (ARP) Funds

***Brief Description:*** This is a discussion with City Council on the use of the \$4.36 million in federal funds available to the City as part of the American Rescue Plan.

***Attachments:*** [US Treasury - Summary of ARP Fund Uses](#)  
[State and Local Fiscal Recovery Funds - Fact Sheet](#)

*City Council discussed how to use the \$4.36 million in federal funds available to the City as part of the American Rescue Plan, based on Federal guidelines. Staff presented possible projects that would fall under those guidelines. There was consensus in favor of building out infrastructure. Staff will provide mapping and data regarding infrastructure needs. Council asked staff to come back at a future workshop with the current 5-Year Plan and a revised plan based on Federal dollars for those projects, after which Council will discuss the projects to be pursued with this money.*

**This matter was discussed.**

## 9. Appointments

*Mr. Wooldredge said that the City is currently accepting applications for Park Board and Tree Commission through May 20, 2021.*

## 10. Suspension of the Rules for the Consent Agenda

**A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to suspend the rule requiring three readings to allow for passage of legislation on the Consent Agenda. The motion carried by the following vote:**

**Aye:** 7 - Mrs. Kowalski, Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure and Mr. Foster

## Approval of the Consent Agenda

A motion was made by Mr. Wooldredge, seconded by Mr. Foster, to approve the Consent Agenda. Mayor Shubert declared the Consent Agenda items passed after the motion carried by the following vote:

**Aye:** 7 - Ms. Schlademan, Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster and Mrs. Kowalski

- A. [21-0040](#) **A Motion to Acknowledge the Timely Receipt of the April 2021 Monthly Financial Report**  
***Brief Description:*** Financial summaries are provided each month for Council's review.  
***Attachments:*** [April 2021 Financial Report](#)

Motion No. 21-0040 was passed on the Consent Agenda.

- B. [21-55](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH QUALITY CONTROL INSPECTION, INC. FOR CONSTRUCTION ADMINISTRATION SUPPORT SERVICES FOR THE INGLESIDE DRIVE BRIDGE REPLACEMENT PROJECT (PID 107018); AND DECLARING AN EMERGENCY.**  
***Brief Description:*** The project includes the removal and replacement of the failing Ingleside Drive bridge over Brandywine Creek. Staff is requesting permission to hire a professional construction management firm to provide supporting services for the construction management and inspection needs for the project.  
***Attachments:*** [Exhibit A - Cost Breakdown](#)  
[Resolution No. 21-55](#)

Resolution No. 21-55 was passed on the Consent Agenda.

- C. [21-56](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND TO ENTER INTO A CONTRACT FOR LANDSCAPING SERVICES FOR THE INGLESIDE DRIVE BRIDGE REPLACEMENT PROJECT.**  
***Brief Description:*** This project includes the installation of new trees and landscaping, at the request of the Ingleside Drive residents, to restore the setting of the properties due to the removal of trees and vegetation as part of the Ingleside Drive Bridge Replacement Project.  
***Attachments:*** [Ingleside Drive Landscaping Plans](#)  
[Ingleside Drive Site Prior to Tree Removal](#)  
[Resolution No. 21-56](#)

Resolution No. 21-56 was passed on the Consent Agenda.

- D. [21-57](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND TO ENTER INTO A CONTRACT FOR THE FLASHING SCHOOL ZONE SPEED LIMIT SIGNS AT THE WESTERN RESERVE ACADEMY CAMPUS PROJECT.**
- Brief Description:*** The project will include the installation of flashing school zone signs at various locations within the school zone on streets near Western Reserve Academy. This project was included in the 2021 Capital Budget, Fund 430.
- Attachments:***      [Flashing School Zone Sign Example](#)  
[Resolution No. 21-57](#)

Resolution No. 21-57 was passed on the Consent Agenda.

- E. [21-58](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND TO ENTER INTO A CONTRACT FOR THE RAIL CROSSING QUIET ZONES PROJECT.**
- Brief Description:*** The project will include the installation of quiet zone improvements at the Norfolk Southern railroad tracks located at three locations; Stow Road, Hines Hill Road, and 3074 Ravenna Street.
- Attachments:***      [Quiet Zone - Example Photo](#)  
[Resolution No. 21-58](#)

Resolution No. 21-58 was passed on the Consent Agenda.

- F. [21-59](#)      **A RESOLUTION IN SUPPORT OF THE VETERANS TRAIL PROJECT IN THE CITY OF HUDSON, OHIO.**
- Brief Description:***  
If approved by City Council, this resolution is in support of converting the existing railway line to a regional hike and bike multi-purpose trail, as part of the Veterans Trail System, upon the Metro Regional Transit Authority Parcel #3009558, which originates from Barlow Road to Seasons Road within the City of Hudson.
- Attachments:***      [TASCforce - Comments to Metro RTA Planning Marketing Rail Committee 03-17-21](#)  
[Ltr from Dawn Distler Outlining Metro RTA Intentions - 03-26-21](#)  
[Ltr to Jane Howington Re Metro RTA 4-21-21](#)  
[City of Stow Resolution Supporting Veterans Trail Project 3-18-21](#)  
[Email from Stow City Engineer - Support of Veterans Trail Project 4-22-21](#)  
[Resolution No. 21-59](#)

Resolution No. 21-59 was passed on the Consent Agenda.

- G. [21-60](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH VIRTUAL DATAWORKS FOR THE ANNUAL SUBSCRIPTION RENEWAL FOR THE CITYWIDE USE OF MICROSOFT 365.**  
***Brief Description:*** This Resolution is for approval to the service agreement with Virtual Dataworks for the annual subscription renewal for the citywide use of Microsoft 365.  
***Attachments:***      [Resolution No. 21-60](#)

Resolution No. 21-60 was passed on the Consent Agenda.

## 11. Legislation

- A. [21-23](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO SOLICIT REQUESTS FOR PROPOSALS FOR THE DESIGN OF A TENNIS AND PICKLE BALL COMPLEX AT BARLOW FARM PARK.**  
***Brief Description:*** This Resolution allows the Public Works Department to advertise for RFPs for the design of a tennis and pickle ball complex at Barlow Farm Park.  
***Attachments:***      [Tennis Pickleball Eng. Est. 2-19-21](#)  
                                 [Tennis and Pickelball Courts - RFP](#)  
                                 [Preliminary Drawing - Tennis and Pickleball Complex 3-1-2021](#)  
                                 [Park Board Tennis & Pickleball Summary 2021 \(4-13-2021\)](#)  
                                 [Resolution No. 21-23](#)

**Mayor Shubert read the title of Resolution No. 21-23, which constituted its third reading.**

*Mrs. Bigham questioned the water fountains being an alternate and not in the base bid. Ms. Howington explained that when the bids are received, staff will come back to Council with the base bid, and Council can consider adding items, including water fountains.*

**A motion was made by Mr. DeSaussure, seconded by Mrs. Kowalski, to pass Resolution No. 21-23. Mayor Shubert declared Resolution No. 21-23 passed after the motion carried by the following vote:**

**Aye:** 7 - Mr. Sutton, Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski and Ms. Schlademan

**B. [21-47](#) AN ORDINANCE AMENDING CODIFIED ORDINANCE SECTIONS 220.03, 220.08, 222.03, 276.01, 284.01, 284.02, 286.02, AND 288.02 TO IMPLEMENT CERTAIN AMENDMENTS TO THE CHARTER OF THE CITY OF HUDSON.**

**Brief Description:** This Ordinance includes proposed amendments to the Codified Ordinances reflecting Charter amendments approved by voters. It does not include proposed amendments pursuant to Charter language related to the City's Planning and Zoning Code (Land Development Code), as these are addressed in a separate Ordinance.

**Attachments:** [Current Charter Sections with Suggested Code Amendments Ordinance No. 21-47](#)

Mayor Shubert read the title of Ordinance No. 21-47, which constituted its third reading.

A motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to pass Ordinance No. 21-47. Mayor Shubert declared Ordinance No. 21-23 passed after the motion carried by the following vote:

Aye: 7 - Mr. Wooldredge, Mrs. Bigham, Mr. DeSaussure, Mr. Foster, Mrs. Kowalski, Ms. Schlademan and Mr. Sutton

**C. [21-54](#) AN ORDINANCE AMENDING PART TWELVE OF THE CODIFIED ORDINANCES OF HUDSON TO AMEND SECTIONS 1205.10(a), 1205.10(d), 1205.10(e), AND 1206.01 TO PERMIT SINGLE FAMILY ATTACHED DWELLINGS, TOWNHOMES, AND PLANNED DEVELOPMENTS AS ALLOWED USES WITHIN THE DISTRICT 7 OFFICE OVERLAY ZONE.**

**Brief Description:** Consideration of proposed Land Development Code Text Amendment to amend the City's Land Development Code, Section 1205.10, District 7: Outer Village Commercial Corridor and Office Overlay Zone, and Section 1206.01, Table of Permitted and Conditional Uses by Zone District, to permit single family attached dwellings, townhomes, and planned developments as allowed uses within the District 7 Office Overlay.

**Attachments:** [Draft Text Amendment](#)  
[PC Recommendation D7 overlay LDC Text Amendment \(4-12-2021\)](#)  
[PC Staff Report - April 12th Meeting](#)  
[PC Staff Report - March 8th Meeting](#)  
[Public hearing letters from residents \(Planning Commission 4-12-2021\)](#)  
[Notice of Public Hearing \(Council 6-1-2021\)](#)  
[Ordinance No. 21-54](#)

Mayor Shubert read the title of Ordinance No. 21-54, which constituted its second reading, and he announced that a public hearing is scheduled for June 1, 2021.



**12. Adjournment**

There being no further business, Mayor Shubert adjourned the Council meeting at 8:52 p.m.

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**Craig A. Shubert, Mayor**

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**Elizabeth Slagle, Clerk of Council**

*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 220.03(d), Rules.*