



# City of Hudson, Ohio

## Meeting Minutes - Draft City Council Workshop

*David A. Basil, Mayor*

*William D. Wooldredge, President of Council (At-Large)*

*Beth A. Bigham, Council Member (Ward 4)*

*Hamilton DeSaussure, Jr., Council Member (At-Large)*

*Dennis N. Hanink, Council Member (Ward 1)*

*Alex D. Kelemen, Council Member (Ward 3)*

*J. Daniel Williams, Council Member (At-Large)*

*Vacant (Ward 2)*

*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, January 15, 2019

6:30 PM

Town Hall

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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** 5 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen and Mr. Wooldredge

**Absent** 1 - Dr. Williams

*Others & Staff in Attendance: Mayor Basil; Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mr. Hunt, Special Counsel; Mr. Comeriato, Assistant City Manager - Operations; Mr. Ersing, Network Systems Administrator; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, Production Assistant; Mr. Sheridan, Assistant City Manager - Professional Services; Mr. Stifler, Economic Development Director.*

### 2. Executive Session

*Due to no quorum present at 6:30 p.m., no executive session was held.*

### 3. Correspondence and Council Comments

*Mr. Kelemen stated that Summit County adopted an Ordinance prohibiting panhandling/soliciting of funds and/or goods from motorists, and he asked the City to look into this for Hudson. Mr. DeSaussure stated that this has been looked into before, and Council decided not to pursue it because it would affect non-profit organizations. Mr. Wooldredge asked Mr. Kelemen to obtain more information regarding Summit County's Ordinance and bring it back for discussion.*

*Mr. Wooldredge discussed the new agenda layout.*

#### 4. Proposed Consent Agenda Items

- A. [19-0003](#)      **A Motion to Acknowledge the Timely Receipt of the December 2018 Monthly Financial Report**  
***Brief Description:*** Financial summaries are provided each month for Council's review.  
***Attachments:***      [December 2018 Financial Report](#)

**This Motion was forwarded for further consideration at the January 22, 2019 Council meeting.**

#### 5. Legislation and Other Discussion Items

- A. [18-157](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH TYLER TECHNOLOGIES, INC. FOR AN ENTERPRISE RESOURCE PLANNING SOLUTION AND PROFESSIONAL SERVICES PERTAINING TO THE INTEGRATION OF FINANCIAL, PAYROLL, HUMAN RESOURCES, FIXED ASSETS, UTILITY BILLING AND PUBLIC WORKS WORK ORDER PROCESSING.**  
***Brief Description:*** City staff is requesting approval to purchase an ERP Solution which will combine work currently done in five separate software programs into one as well provide improved transparency with utility billing. The new software will also include a human resources module that provides employees with a self-service portal which will reduce the current paper dependent process and a budgeting function to assist with preparation of the Five-Year Plan and Annual Budget.  
***Attachments:***      [ROI Calculations for Munis Software](#)  
                                 [Resolution No. 18-157](#)

*Mr. Griffith stated that staff is proposing upgrading the current financial software system with Software Solutions, Inc. and asked Council to not approve this Resolution.*

**Resolution No. 18-157 was forwarded for further consideration at the January 22, 2019 Council meeting.**

- B. [18-193](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE UPGRADED UTILITY BILLING AND FINANCIAL ANALYTICS SOFTWARE FROM SOFTWARE SOLUTIONS, INC.; AND DECLARING AN EMERGENCY.**  
***Brief Description:*** City staff is requesting approval to purchase upgraded Utility Billing Software, which will allow the City to have Utility Billing on the same platform as the Accounting and Payroll functions. Staff is also requesting permission to purchase an Analytics Suite which will allow the budget process to be completed within the software, as opposed to the current method of using Excel spreadsheets.  
***Attachments:***      [Resolution No. 18-193](#)

*Mr. Griffith stated that staff is proposing upgrading the current financial software with Software Solutions, Inc.*

**Resolution No. 18-193 was forwarded for further consideration at the January 22, 2019 Council meeting.**

- C. [18-196](#) **A RESOLUTION PLACING AN ISSUE FOR ADVISORY ELECTION ON THE BALLOT AT THE MAY 7, 2019 ELECTION SEEKING THE APPROVAL OF THE VOTERS OF HUDSON TO CONTINUE WITH THE REDEVELOPMENT OF THE DOWNTOWN PHASE TWO AREA AS A PUBLIC PRIVATE PARTNERSHIP; AND DECLARING AN EMERGENCY.**

**Brief Description:** The proposed legislation provides ballot language which would be presented to the voters of Hudson as follows:

***Should the City of Hudson continue with the redevelopment of the Downtown Phase Two area as a public private partnership subject to final approval by the Planning Commission, Architectural and Historic Board of Review, and City Council?***

**YES**

**NO**

**Attachments:** [Resolution No. 18-196 \(as revised 1-22-19\)](#)

*Mr. Hunt stated that the reference to a public private partnership needs to be changed to a public and private development and in Section 1 of the Legislation should change from "That the question of seeking authorization of the voters..." to "That the question of seeking the opinion of the voters...". Discussion followed. There was consensus to send the revised language to the Summit County Board of Election for review and remove Planning Commission from final approval.*

**Resolution No. 18-196 was forwarded for further consideration at the January 22, 2019 Council meeting.**

- D. [TMP-3955](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE TRANSFER OF BRIDGE OWNERSHIP AND MAINTENANCE RESPONSIBILITIES FOR BRIDGES LOCATED IN HUDSON FROM SUMMIT COUNTY TO THE CITY OF HUDSON.**

**Brief Description:** The City Manager is requesting legislation for the City of Hudson, Ohio ("City") to transfer the ownership and maintenance responsibilities of nine (9) bridges from the Summit County Engineer's Office ("County") to the City.

**Attachments:** [Bridge Transfer Map](#)  
[Bridge Summary Sheet](#)  
[Draft Resolution](#)

*Mr. Kosco provided background information and brief discussion followed.*

**This Resolution was forwarded for further consideration at the January 22, 2019 Council meeting.**

- E. **Discussion Concerning Enterprise Fund for Velocity Broadband**

*There was discussion regarding the pros and cons of creating a separate enterprise fund for Velocity Broadband. There was consensus to bring forward Legislation to the January 22, 2019 Council meeting to create a separate enterprise fund and to bring a business plan to a future Council workshop for discussion.*

**This matter was forwarded for further consideration at the January 22, 2019 Council**

meeting.

**F. Discussion Regarding Interview Process for Boards/Commissions/Committees**

*This item was not discussed.*

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

*None.*

**7. Adjournment**

**There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 8:50 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, 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 in accordance with Codified Ordinances, Section 220.031 (a), Rules for Workshop Meetings.*