



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)

Casey M. Weinstein, Council Member (Ward 2)

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

Tuesday, October 23, 2018

7:30 PM

Town Hall

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.

Others & Staff in Attendance: Mayor Basil, Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mr. Comeriato, Assistant City Manager - Operations; Mr. Gerbracht, HCTV Operations Manager; Mr. Griffith, Management/Budget Director; Mr. Hannan, Community Development Director; Mr. Hunt, Special Counsel; Mr. Hutchinson, Assistant Public Works Director; Mr. Knoblauch, Assistant City Manager - Financial/Special Projects; Mr. Kosco, City Engineer; Mr. Leiter, Production Assistant; Mr. Powell, Assistant Public Works Director; Ms. Roberts, Communications Manager; Mr. Sheridan, Assistant City Manager - Professional Services; Mrs. VanBlarcum, HCTV Programming Director; and Mr. Wash, Assistant Public Works Director.

2. Correspondence and Council Comments

Mr. Hanink reported that on October 22, 2018, the Planning Commission had their first review of the proposed changes to the Administrative section of the Land Development Code.

3. Discussion Items

- A. [18-0101](#) **A discussion and update on the S. Main Street Improvement Project (PID 106445) regarding the preliminary design of the S. Main Street Safety Improvement Project.**

Executive Summary: The Engineering Staff has been working with AMATS and ODOT on the scope of the project over the past several months. Staff will be discussing the project and update Council on the status and tentative design. We are still awaiting some information from our Consultant and ODOT and additional

documents will be presented to Council at the meeting.

Attachments: [Memo 10-23-2018](#)
 [SR 91 Widening Exhibits](#)
 [Crash Diagram](#)

Mr. Sheridan presented information on the S. Main Street project. Staff is recommending performing a new preliminary design; reducing the project scope; reducing the limits to Stoney Hill, south to Barlow Road; and no pedestrian sidewalk on east side of SR 91 from Stoney Hill, north to Bard Drive. Staff will return to Council in early 2019 with the revised scope and estimates. There was Council consensus to move forward with the new preliminary design.

This matter was discussed.

B. [18-0102](#) **City of Hudson 2019-2023 Five-Year Plan Review and 2019 Budget**

Executive Summary: This is the last of three scheduled meetings to review the City's 2019-2023 Five-Year Plan and 2019 budget. This meeting will focus on Service, Fleet, Storm Water, Parks, Golf, Cemetery and HCTV.

Attachments: [2019-2023 Five Year Plan Draft 9-14-18](#)

Discussion included Stormwater, Street Maintenance, Fleet, Parks, Golf, Cemetery and Hudson Community Television. Council requested staff to put together a one-page document for residents, outlining revenues and expenses.

This matter was discussed.

C. [TMP-3812](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH TYLER TECHNOLOGIES, INC. FOR AN ENTERPRISE RESOURCE PLANNING (ERP) SOLUTION AND PROFESSIONAL SERVICES PERTAINING TO THE INTEGRATION OF FINANCIAL, PAYROLL, HUMAN RESOURCES, FIXED ASSETS, UTILITY BILLING AND PUBLIC WORKS WORK ORDER PROCESSING.**

Executive Summary: 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](#)

Mr. Griffith provided information on the need for a new financial software system, the recommended solution and implementaiton timeline. Discussion followed including rate of return, savings on employee time, and employee reallocation.

This Resolution was forwarded for further consideration at the November 6, 2018 Council Meeting.

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

None.

5. Executive Session

A motion was made by Mr. Wooldredge, seconded by Dr. Williams, to enter into executive session to seek and receive advice from the City's legal counsel. Mr. Wooldredge recessed the meeting at 9:10 p.m. after the motion carried by the following vote:

Aye: 7 - Mrs. Bigham, Mr. DeSaussure, Mr. Hanink, Mr. Kelemen, Mr. Weinstein, Dr. Williams and Mr. Wooldredge

Mr. Wooldredge reconvened the Council workshop at 10:30 p.m.

6. Adjournment

There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 10:30 p.m.

William D. Wooldredge, President of Council

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.