



City of Hudson, Ohio

Meeting Minutes - Draft 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, April 13, 2021

6:45 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 6:45 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

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

Others & Staff in Attendance: Mayor Shubert and Mrs. Slagle, Clerk of Council.

Mrs. Bigham and Ms. Schlademan arrived at 6:47 p.m.

2. Executive Session

A Motion was made by Mr. Wooldredge, seconded by Mr. DeSaussure, to enter into executive session to consider a personnel matter and to interview applicants for the City's Architectural & Historic Board of Review. Mr. Wooldredge recessed the workshop at 6:46 p.m. after the motion passed unanimously.

Mrs. Slagle left the meeting at 7:15 p.m.

Mr. Wooldredge reconvened the Council workshop at 7:30 p.m.

Others & Staff in Attendance: Mayor Shubert; Ms. Howington, City Manager; Mr. Vazzana, City Solicitor; Mr. Comeriato, Assistant City Manager - Operations; 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, Production Assistant; Mr. Sheridan,

Assistant City Manager - Professional Services; Mr. Stifler, Economic Development Director; and Mr. Wash, Assistant Public Works Director.

3. Correspondence and Council Comments

Mr. Foster provided an update on the Planning Commission meeting that was held on April 13, 2021.

Mr. Sutton stated that he continues to hear from residents against the proposed dog park and the D-7 overlay.

Ms. Bigham stated that she has heard from residents regarding issues with the short term rental legislation. She further stated that she will be working with Mr. Vazzana and Mr. DeSaussure regarding the issues and will bring the proposed changes back to Council.

4. Discussion Items

- A. [21-0027](#) **Tree and Wood Debris Management Practices in the City Parks**
Brief Description: City Council requested a Workshop discussion regarding the current tree management practices within the forested and woodland areas of the City's park land. Staff has attached a memorandum regarding this topic for review and reference. This topic was brought by Councilman Foster.

Attachments: [Parks Tree Maintenance Practices Review 2021](#)

Mr. Foster expressed his concerns with the build-up of debris at the various parks, and he asked if there was a way to perform a Spring clean-up or Fall clean-up to clear away excessive build-up of debris. Ms. Howington stated that walk-throughs are done after the winter months to assess any damage, and the City utilizes Seasonal employees to perform clean-up and maintenance. She further encouraged residents to file a complaint through the Engage Hudson App on the City's website if they happen to see an issue at a park that needs addressed.

This matter was discussed.

- B. [21-0028](#) **Capping of Commissions Chargeable by Third-Party Food Delivery Service Businesses During States of Public Health Emergencies.**
Brief Description: City Council requested a Workshop discussion of this topic, sponsored by Councilwoman Kowalski, as a means to support local restaurants during the COVID-19 public health emergency.

Attachments: [Proposed DRAFT Ordinance](#)

Ms. Kowalski provided information on the proposed legislation. Discussion followed that included the need from businesses and enforcement. There was Council consensus to not move forward with this legislation.

This matter was discussed.

5. Proposed Consent Agenda for April 20, 2021, Council Meeting

- A. [21-0031](#) **A Motion to Acknowledge the Timely Receipt of the March 2021 Monthly Financial Report**
Brief Description: Financial summaries are provided each month for Council's review.

Attachments: [March 2021 Financial Report](#)

This Motion was forwarded for further consideration at the April 20, 2021, Council meeting.

- B. [TMP-5404](#) **AN ORDINANCE AMENDING ORDINANCE NO. 20-143, MAKING APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HUDSON DURING THE FISCAL YEAR ENDING DECEMBER 31, 2021 BY MAKING ADDITIONAL AND/OR AMENDED APPROPRIATIONS RELATED TO THE FIRST QUARTER OF 2021.**

Brief Description: This Ordinance will amend the 2021 budget for additional and/or amended appropriations as listed in the attached Exhibit A.

Attachments: [Exhibit A - Q1 Approp 2021](#)

Draft Ordinance

This Ordinance was forwarded for further consideration at the April 20, 2021, Council meeting.

- C. [TMP-5413](#) **A RESOLUTION ACCEPTING THE RECOMMENDATIONS OF THE TAX INCENTIVE REVIEW COUNCIL TO CONTINUE COMMUNITY REINVESTMENT AREA AGREEMENTS AND JOB CREATION GRANT PROGRAM AGREEMENTS WITH THE CITY OF HUDSON, COUNTY OF SUMMIT.**

Brief Description: The City has established a Tax Incentive Review Council (TIRC) to periodically review each existing Community Reinvestment Area (CRA) and Job Creation Grant Agreement for compliance and to make recommendations to continue, modify or terminate each of the agreements. The duly appointed TIRC met on April 8, 2021, reviewed each CRA and Job Creation Grant Agreement and made certain recommendations to City Council.

Attachments: [TIRC Incentive Analysis 2020 vote](#)

Draft Resolution

Mr. Stifler provided an update on the current Community Reinvestment Area and Job Creation Grant Agreements. He further provided a status update on current vacancies and businesses within the Downtown area. There was brief discussion regarding when the time frame starts for agreements and installation of bus shelters.

This Resolution was forwarded for further consideration at the April 20, 2021, Council meeting.

- D. [TMP-5408](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR COMPETITIVE BIDS AND ENTER INTO A CONTRACT OR CONTRACTS FOR THE 2021 SIDEWALK IMPROVEMENT PROJECTS.**

Brief Description: The projects include new sidewalk installations along the following roadways in Hudson as described in the 2021 Capital Budget: Herrick Park Drive (Lascala to SR 91); SR 91 (Garden Lane to the Twinsburg Twp. Line);

SR 91 (Just north of Norton Road to Corporate Drive); and SR 303 (Nicholson Drive to W. Case Drive).

Attachments: [2021- Sidewalk Construction Site Map](#)

Draft Resolution

This Resolution was forwarded for further consideration at the April 20, 2021, Council meeting.

- E. [TMP-5406](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH THE TRANSYSTEMS CORPORATION OF OHIO FOR THE MIDDLETON ROAD AND STOW ROAD SIDEWALK IMPROVEMENT PROJECT.**

Brief Description: The purpose of this proposal was to solicit proposals from professional design, engineering and surveying consultants (Consultant) for the analysis, engineering, and design of a 5-ft. pedestrian sidewalk on Middleton Road (Valley View Road to the I-480 Bridge) Stow Road (Middleton Road to Pine Trails Drive) including storm design, retaining walls, traffic signage, pedestrian signals, street lighting, pavement striping, and other miscellaneous design items as described in the formal Request for Proposals (RFP).

Attachments: [Middleton Road \(SR 91 to I-480\) & Stow Road Site Map](#)
[Middleton Road \(Valley View to SR 91\) Site Map](#)
[Middleton and Stow Road Sidewalk Improvement Project - RFP](#)

Draft Resolution

This Resolution was forwarded for further consideration at the April 20, 2021, Council meeting.

- F. [TMP-5409](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH AECOM TECHNICAL SERVICES, INC. FOR THE STOW ROAD AND STATE ROUTE 303 SIDEWALK IMPROVEMENT PROJECT.**

Brief Description: The purpose of this proposal was to solicit proposals from professional design, engineering and surveying consultants (Consultant) for the analysis, engineering, and design of a 5-ft. pedestrian sidewalk along Stow Road (Hudson Springs Park Driveway to SR 303) & SR 303 (Hayden Pkwy. to Stow Road) including storm design, retaining walls, traffic signage, pedestrian signals, street lighting, pavement striping, and other miscellaneous design items as described in the formal Request for Proposals (RFP).

Attachments: [Project Site Map](#)
Draft Resolution

This Resolution was forwarded for further consideration at the April 20, 2021, Council meeting.

- G. [TMP-5391](#) **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER TO SUMMIT COUNTY REWORKS FOR A COMMUNITY RECYCLING ASSISTANCE GRANT ON BEHALF OF THE PUBLIC WORKS DEPARTMENT AND THE ACCEPTANCE OF FUNDING THEREFOR.**
Brief Description: The City of Hudson is eligible for \$22,245.00 in ReWorks Community Recycling Assistance Grant funding. The funding will be used to help offset the cost of the City's leaf collection program. No match is required.
Attachments: Draft Resolution

This Resolution was forwarded for further consideration at the April 20, 2021, Council meeting.

- H. [TMP-5393](#) **A RESOLUTION AFFIRMING THE APPLICATION SUBMITTED BY THE CITY MANAGER'S DESIGNEE TO THE OHIO DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY MEDICAL SERVICES FOR AN EMS PRIORITY ONE TRAINING AND EQUIPMENT GRANT ON BEHALF OF HUDSON EMERGENCY MEDICAL SERVICES.**
Brief Description: The Ohio Department of Public Safety, Division of Emergency Medical Services, provides a grant to assist EMS with purchase of approved training and equipment. Estimated funding is determined in June, based on the amount of funding available for the program. No matching funds are required.
Attachments: Draft Resolution

This Resolution was forwarded for further consideration at the April 20, 2021, Council meeting.

- I. [TMP-5390](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS AND TO ENTER INTO A CONTRACT FOR ANIMAL REMOVAL SERVICES WITHIN THE PUBLIC RIGHT-OF-WAY AND AFFIRMING THE CITY'S ACTION TO ENTER INTO AN EXISTING ANIMAL REMOVAL SERVICES CONTRACT.**
Brief Description: This Resolution provides authorization to advertise for bids and enter into an agreement for the provision of roadside dead animal removal and disposal under the administration of the Public Works Department, as well as affirmation of an existing agreement for said services.

Attachments: [2020 animal pick-up spreadsheet](#)

[2019 animal pick-up spreadsheet](#)

Draft Resolution

This Resolution was forwarded for further consideration at the April 20, 2021, Council meeting.

- J. [TMP-5414](#) **A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES FOR PURCHASES MADE; AND DECLARING AN EMERGENCY.**
Brief Description: Council authorization is required for payment of the invoices shown on this Resolution, each in excess of \$3,000, for which commitments were made before Purchase Orders were generated.
Attachments: [Draft Resolution](#)

This Resolution was forwarded for further consideration at the April 20, 2021, Council meeting.

6. **Proposed Legislation for April 20, 2021, Council Meeting**

- A. [21-36](#) **A RESOLUTION ADOPTING IN CONCEPT THE CITY PARKS MASTER PLAN DATED DECEMBER 2020.**
Brief Description: This resolution adopts in concept the City Parks Master Plan dated December 2020, as presented and discussed with the Park Board at the City Council Workshop on January 26, 2021.
Attachments: [Hudson Parks Master Plan 12-16-20](#)
[Park Bd. Letter - Joint Mtg. with Council on 1-26-21](#)
[Resolution No. 21-36](#)

Resolution No. 21-36 was forwarded for further consideration at the April 20, 2021, Council meeting.

- B. [TMP-5236](#) **AN ORDINANCE AMENDING CHAPTERS 1202, “ADMINISTRATIVE AND REVIEW ROLES,” 1204, “GENERAL REVIEW STANDARDS”, 1205, “ZONING DISTRICTS-CITY OF HUDSON ZONING MAP”, AND 1207, “ZONING DEVELOPMENT AND SITE PLAN STANDARDS,” OF THE LAND DEVELOPMENT CODE TO IMPLEMENT CERTAIN AMENDMENTS TO THE CHARTER OF THE CITY OF HUDSON ADOPTED IN 2020.**
Brief Description: Pursuant to Charter amendments approved by voters in November 2020, the proposed Land Development Code amendments would revise relevant text of the composition and terms of the Planning Commission, Board of Zoning and Building Appeals, and the Architectural and Historic Board of Review and remove regulations which allow the development of land with a maximum net density to increase without changing the text of the regulation or the zoning map.

Attachments: [Draft Ordinance](#)

Mr. DesSaussure and Mr. Sutton noted that these changes will bring the Land Development Code in compliance with the City Charter due to the recent Charter amendments that were approved by voters in November 2020.

This Ordinance was forwarded for further consideration at the April 20, 2021, Council meeting.

C. [TMP-5403](#) **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](#)

Draft Ordinance

This Ordinance was forwarded for further consideration at the April 20, 2021, Council meeting.

7. Items to be Added to Future Agendas

Ms. Bigham requested a follow-up discussion on the Short Term Rental legislation. Ms. Howington stated that this item will be scheduled for a workshop in June or earlier if needed.

8. Adjournment

There being no further discussion, Mr. Wooldredge adjourned the Council workshop meeting at 8:32 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.