



# City of Hudson, Ohio

## Meeting Minutes - Final

### City Council

*David A. Basil, Mayor*

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

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

*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)*

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

*Jane Howington, City Manager*

*R. Todd Hunt, City Solicitor*

*Elizabeth A. Slagle, Clerk of Council*

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Tuesday, August 30, 2016

7:30 PM

Police Department Training Room

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### Special Meeting

#### 1. Call to Order

Mayor Basil called to order the special 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:** 5 - Mrs. Bigham, Mr. Hanink, Mr. Kelemen, Mr. Weinstein and Dr. Williams

**Absent:** 2 - Mr. DeSaussure and Mr. Wooldredge

*Staff in attendance: Ms. Howington, City Manager; Mr. Comeriato, Assistant City Manager - Operations; Mr. Ersing, Network Systems Administrator; Mr. Knoblauch, Finance Director; Mr. Leiter, Production Technician; and Mr. Stifler, Economic Development Director.*

#### 4. Appointment of Clerk Pro Tempore

A motion was made by Mr. Hanink, seconded by Dr. Williams, that Ms. Howington be appointed as Clerk of Council Pro Tempore. The motion carried by the following vote:

**Aye:** 5 - Mrs. Bigham, Mr. Hanink, Mr. Kelemen, Mr. Weinstein and Dr. Williams

## 5. Correspondence and Council Comments

*Dr. Williams announced that the City will accept applications through September 30, 2016, for the following: Cemetery Board, Environmental Awareness Committee, Board of Zoning & Building Appeals, and Planning Commission. Appointments will be for terms commencing in the new year. Interested citizens should submit an application online.*

*Mr. Weinstein announced that the next Ward 2 Open Forum will be held at 7:30 p.m. on Thursday, September 2, 2016, at the Town Hall. He encouraged interested citizens to attend.*

## 6. Legislation

### A. [16-140](#)      **A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND AN AGREEMENT WITH WINDSTREAM COMMUNICATIONS, LLC FOR THE PROVISION OF A CROSS-CONNECT CIRCUIT FOR THE CITY'S VELOCITY BROADBAND SERVICES; AND DECLARING AN EMERGENCY.**

**Executive Summary:** This resolution will allow Velocity Broadband to add the cross-connect service between Cogent and Windstream at the Cleveland data-center for secondary internet access.

**Attachments:**      [Windstream Transport Service Order](#)  
[Resolution No. 16-140](#)

**A motion was made by Dr. Williams, seconded by Mrs. Bigham, to suspend the rules as provided in Section 220.03 of the Codified Ordinances to allow for passage of Resolution No. 16-140. The motion carried by the following vote:**

**Aye:**    5 -    Mr. Hanink, Mr. Kelemen, Mr. Weinstein, Dr. Williams and Mrs. Bigham

*Ms. Howington explained the proposed upgrades for Velocity Broadband, and she introduced Mr. Ersing, who provided detailed information regarding the need for additional IP addresses and secondary internet access to provide for growth and redundancy in broadband services. Discussion followed.*

**A motion was made by Dr. Williams, seconded by Mr. Hanink, to pass Resolution No. 16-140. The motion carried by the following vote:**

**Aye:**    5 -    Mr. Kelemen, Mr. Weinstein, Dr. Williams, Mrs. Bigham and Mr. Hanink

*Mayor Basil handed the special meeting over to Dr. Williams for the following discussion items.*

## 7. Discussion Items

- A. [16-0090](#) **Presentation of software recently acquired by the Finance Department, including the following programs: OpenGov, Balancing Act and Taxpayer Receipt.**  
**Executive Summary:** This presentation will demonstrate the capabilities of the new software programs. These programs promote the concept of financial transparency, as well as public education and participation.

*Ms. Howington said that the City has purchased new software programs in response to Council requests for increased transparency in the budgeting process, as well as the ability to forecast. She introduced Mr. Knoblauch, who provided a detailed overview of the new software programs, including OpenGov, Balancing Act, and Taxpayer Receipt. He said that these programs will eventually be available online as tools for the public to research the City's financial data. Discussion followed, with Council and Mayor Basil providing feedback and suggestions.*

**Staff provided a presentation, and this matter was discussed. There was consensus among Council members that the new software be provided to elected officials prior to making it available to the public. Mayor Basil concurred.**

- B. [16-0091](#) **Discussion of Key Financial Assumptions to be Used in the Compilation of the City's 2017-2021 Five-Year Plan.**  
**Executive Summary:** Staff would like to discuss key financial assumptions with City Council prior to completing the Five-Year Plan. Formal review and discussion of the Five-Year Plan will take place at upcoming workshops.

*Mr. Knoblauch presented the following financial assumptions:*

- 1. Income tax revenue collections increase of 2% annual increase for 2017-2021.*
- 2. Cost of living adjustment (COLA) increase of 1% for all years, with the understanding that this figure will likely be adjusted up for years 2018-2021, to be determined in the future.*
- 3. Health care coverage increase of 5% for all years.*

*Discussion followed regarding cost of living allowances, the number of employees maxed out on the compensation schedule, and a 5% increase in health care costs for 2017. Council members and Mayor Basil concurred with the assumptions presented.*

**Council considered staff's recommendation, and there was consensus that staff move forward with preparation of a draft Five-Year Plan, utilizing the recommended assumptions.**

- C. [16-145](#) **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LETTER OF INTENT FOR THE DEVELOPMENT OF DOWNTOWN PHASE II; AND DECLARING AN EMERGENCY.**  
**Executive Summary:** This Resolution would designate a preferred development partner for Downtown Phase II and authorize the City Manager to enter into a Letter of Intent with said developer.

**Attachments:** [Sample - Resolution No. 02-97 for Downtown Phase I](#)

*Ms. Howington provided a review of the developer selection process for the Downtown Phase II Project and said that she will provide a recommendation to Council for the next Council meeting. Discussion followed.*

**This matter was discussed, and a Resolution will be considered at the September 6, 2016, meeting.**

**8. Adjournment**

**There being no further business, Dr. Williams adjourned the special Council meeting at 9:35 p.m.**

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**David A. Basil, Mayor**

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**Jane Howington, City Manager/Clerk of Council Pro Tempore**

*Special Meeting Minutes prepared by 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.*