

**MINUTES OF RAVENNA CITY PLANNING COMMITTEE MEETING**  
**April 15, 2019**

The Meeting of the Ravenna City Planning Committee was called to order by Chairperson Rob Kairis at 7:07 P.M. Present were: Amy Michael, Scott Rainone, Bruce Ribelin, Paul Moskun, Andrew Kluge, Matt Harper and Joe Bica. Also attending the meeting were Mayor Frank Seman; Finance Director, Kimble Cecora; Director of Public Service, Kay Dubinsky; City Engineer, Bob Finney; Police Chief Jeff Wallis; Fire Chief, Geoffrey Cleveland; Larry Silenius of 123 North Walnut Street, Ravenna, Ohio; Clifford Soudil of 434 Woodland Street, Ravenna, Ohio; Dick Bilotto of 333 North Prospect Street, Ravenna, Ohio; Tim Calfee of 910 Murray Avenue, Ravenna, Ohio and ; Greg Francis of 558 Coolman Avenue, Ravenna, Ohio.

Mr. Kairis said the first item on the agenda is the Kent State intern contract from the Parks & Recreation Department.

The clerk said there is currently an unpaid intern working at the Parks & Recreation Department. She is required to complete 600 hours of internship course work to be completed by August 23. The paperwork is needed for the intern to show she worked here.

There being no further discussion, it was decided by those present the issue will be forwarded to the Committee of the Whole for further action.

Mr. Kairis said the next item on the agenda is a donation of funds for the Easter Egg Hunt.

The clerk said \$1,000.00 was donated by United Healthcare of Ohio.

Mr. Kluge said they could use more volunteers if anyone wants to help out.

There being no further discussion, it was decided by those present the issue will be forwarded to the Committee of the Whole for further action.

Mr. Kairis said the next item on the agenda is property maintenance.

Mr. Finney said there are two new rental inspector/property maintenance officers for about a month now. They are doing all rental inspections in-house. He's able to work with them more now that they've moved that department into the building with his department. They are not approving very many of the rental inspections. They are probably going to start hearing about these things soon. It's truly appalling to him to see how people are choosing to live. It is also appalling to him that the landlord is allowing them to live in the fashion they do. He told one landlord he'd rather live in his basement. It was cleaner than the other three units. It's really very sad. From the rental side of things, the primary items they are looking for are fire extinguishers, smoke detectors, GFIs. They do go beyond that making sure a window opens in every bedroom, making sure they're not sleeping in the basement that's not permitted. Along with the rental inspections, they are doing property maintenance inspections at the same time. This has irritated a few landlords. They are going to continue pushing and wanted to let Council know.

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Mr. Kairis said that the next item on the agenda is the rental re-inspection fee.

Mr. Finney said when the rental inspections are done, the landlords haven't done their homework or what they are supposed to do. They are finding a smoke detector that doesn't work. Now they have to go back and inspect it again. It's almost like it's irrelevant if the City has to go back multiple times to do inspections. They should pay for it. When they send out a renewal notice, a checklist is included. The thought was if a re-inspection fee of \$25.00 is implemented, they could maybe get more cooperation the first time. The cost is \$40.00 for a single family or two family inspection. A re-inspection would be \$25.00. Hopefully it will get the landlords' attention and they'll start doing their due diligence.

Mr. Rainone asked if these issues are with first time landlords or those who have been around.

Mr. Finney said they have been on the list for years. It is disappointing that the previous company they used to do the rental inspections didn't catch these things. The landlords are asking why it wasn't caught previously. He agrees and can't answer that question.

There being no further discussion, it was decided by those present the issue will be forwarded to the Committee of the Whole for further action.

Mr. Kairis said the next item on the agenda are signs on the hike and bike trail.

Mr. Finney said there is a group who has spun off the Core Team who are very interested in signage from the bike trail to the historic downtown. Signs would be from Towner's Woods toward Ravenna from Cleveland Road bringing them south on Cleveland Road to the downtown. The request is a \$5,000.00 appropriation to start the signage along the bike trail and then along Cleveland Road there would be a sign or two to motorists to share the road with bicycles. They would also like to bring them in from the bike trail on Chestnut Hills Park and send them up Cleveland Road.

Mr. Cecora said the monies would need to come from the Parks Capital Improvement Fund.

Mr. Finney concurred.

There being no further discussion, it was decided by those present the issue will be forwarded to the Committee of the Whole for further action.

Mr. Kairis said the next item on the agenda is a donation of land parcels.

Mr. Finney explained there are two small parcels the Land Bank has asked if they are interested in acquiring. These parcels are contiguous with the Muzzy Lake property on the east side of Muzzy Lake near the highway. Each parcel is 130' x 30' wide, about 2/10ths of an acre. This would be a donation to the City. The parcels are valued at \$100.00 each.

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There being no further discussion, it was decided by those present the issue will be forwarded to the Committee of the Whole for further action.

Mr. Kairis said the next item on the agenda is the acceptance of the tax incentive review council meeting minutes.

Mr. Cecora said each year they review the findings from the tax incentive review council. That is the board that evaluates the compliance reports submitted by entities that receive tax abatement. They met in March of this year for the 2018. The three entities that are receiving tax abatement were found in good standing and compliant, as was one entity receiving abatement through the community reinvestment area.

There being no further discussion, it was decided by those present the issue will be forwarded to the Committee of the Whole for further action.

At 7:22 PM a motion was made by Mr. Ribelin, seconded by Ms. Michael to go into Executive Session regarding the purchase of property. **Vote: All Ayes.**

A motion was made at 7:45 P.M. to come out of Executive Session by Mr. Ribelin, seconded by Mr. Kairis. **Vote: All Ayes.**

There being no further business to discuss, this meeting was adjourned at 7:45 PM.

**ATTEST:**

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Clerk of Council

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Robert Kairis, Chairman  
Planning Committee