



**RAVENNA CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING MINUTES
April 19, 2021 at 7:00pm**

The public meeting was held via Zoom and live streamed via YouTube. A video recording of the meeting can be found at: <https://www.youtube.com/watch?v=sOuuvtWaREA> and <https://www.youtube.com/watch?v=p41s5Ep7AIE>

The Committee of the Whole Meeting was called to order at 7:00 P.M. by Council President, Andrew Kluge.

Council present via Zoom: Council President Andrew Kluge, Amy Michaels, Rob Kairis, Paul Moskun, Cheryl Wood, Tim Calfee, Christina West, and Matt Harper.

Also attending the meeting via Zoom: Mayor Seman; Police Chief, Jeff Wallis; Acting Fire Chief, Mark Chapple; Finance Director, Brian Huff; City Engineer, Bob Finney; Service Director, Kay Dubinsky, Larry Silenius and Council Clerk, Chelsea Gregor

The first item on the agenda was to approve the Committee of the Whole meeting minutes from March 22, 2021.

Ms. Wood stated that there was one correction. She stated that she believed that she called to order the executive session for personnel instead of Mr. Kairis.

- Motion to approve the March 22, 2021 Committee of the Whole minutes as amended by Ms. Michael, 2nd by Mr. Kairis- **All Ayes**

The second item was an ordinance to appropriate \$8,000 to Fund 237 for the Police Dept.

Ms. Michael stated that the money is there, but it just needs to be moved over to a different account. It is money that the Police Department receives from the Drug Task Force on the sale of property during raids and so forth.

- All Council present responded in favor to move the item forward for legislation.

The third item was an ordinance authorizing the Mayor to accept a donation of \$10,000 from the Ravenna Softball Organization.

Mr. Kairis stated that the organization is suspending operations but will be supporting the Ravenna Girls Softball initiative by donating \$10,000 to the City.

- All Council present responded in favor to move the item forward for legislation.

The fourth item was an ordinance authorizing the Mayor to accept a donation of softball equipment valued at \$2,398 from the Ravenna Softball Organization.

Mr. Kairis stated the same organization is donating equipment to the Parks and Rec. Dept.

- All Council present responded in favor to move the item forward for legislation.

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The fifth item was an ordinance authorizing the Mayor to apply for a \$100,000 Kubota grant for the Parks and Recreation Department.

Mr. Kairis stated that it is a \$100,000 non-matching grant to correct drainage issues at the ball fields at Havre's Woods. If there is money left over the Parks and Recreation Department plan on putting in a story walk within the current trail.

- All Council present responded in favor to move the item forward for legislation.

The sixth item was an ordinance authorizing the Mayor to apply for a NatureWorks ODNR grant for the Parks and Recreation Department.

Mr. Kairis stated that the grant provides up to 75% of the project cost which will be to put in bathrooms at Havre's Woods Park. He questioned if the project needed to go out for bid since the cost is \$64,000, which is over the \$50,000 threshold. The law director is out of town, but he will be asked to clarify when he comes back. Mr. Huff stated that the quote is for \$46,000, but there are some add-ons, which he was unsure if those were from a separate vendor.

Mr. Finney stated that he was not part of this grant but said that when he looked at the Chestnut Hill bathrooms, they were pre-made and might have been purchased through government purchasing as units. He said that if it is a government purchase item, it does not need to be publicly bid, but if it is being constructed on-site then it would need to be bid out. Typically, with grants such as this a high estimate is requested to ensure everything will be covered. He said that the first step is to get the grant and then the second step is to authorize the Mayor to advertise for bids and the third step is authoring the Mayor to enter a contract.

Ms. Watkins and the law director will be contacted to answer the specifics regarding purchasing and Council decided to move forward with applying for the grant.

- All Council present responded in favor to move the item forward for legislation.

The seventh item was an ordinance utilizing RLF funds in the amount of \$50,000 for playground improvement at the CAC Youth and Family Center.

Ms. Wood stated that there was an application received from the Ravenna Kiwanis in partnership with the Community Action Council for the ADA compliant playground at the facility on North Walnut St. They are requesting up to \$50,000 in 50/50 matching funds and are in the process of raising funds in addition to what they currently have. There would be a lien placed on the property for the RLF amount and due upon sale or transfer of the property.

- All Council present responded in favor to move the item forward for legislation.

The eighth item was an ordinance to authorizing the Mayor to apply for the 2021 CHIP grant.

The Community Housing Impact and Preservation grant is for \$1,050,000. Ravenna will be the lead entity with a partnership with the City of Streetsboro and Portage County. The grant would provide private rehabs up to \$40,000 and home repairs up to approximately \$12,000 to owner occupied units throughout the City. It would also cover the fair housing and administrative fund requirements of that program.

- All Council present responded in favor to move the item forward for legislation.

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The ninth item was an ordinance authorizing the TIRC meeting recommendations and minutes.

Ms. Wood stated that it is a housekeeping item regarding approving the minutes that were provided by the Tax Incentive Review Council. Council does not sit on their Council but for CRA's and Enterprise Zone Agreements it is a requirement that City Council approves their minutes.

Mr. Huff stated that the former Finance Director sat on the board, and was replaced by the current Economic Development Director, Dennis West. He stated that the City only has one appointment but that he can still help even though he is not part of the board. The County has two appointments, but they did not make either one so Mr. Huff stated he might look into joining the board through the County.

- All Council present responded in favor to move the item forward for legislation.

The tenth item was an ordinance to approve and appropriate \$1,868.50 for the purchase of downtown Wi-Fi equipment.

Ms. West stated that the item was discussed in detail regarding the City's downtown Wi-Fi. Purchasing the equipment will allow the City to have better utilization and access over the downtown Wi-Fi.

Mr. Kluge stated that it is a separate line, and it will not decrease speeds at City Hall. He also stated that there may be decreased Wi-Fi speeds once utilization reaches 100-200 people.

- All Council present responded in favor to move the item forward for legislation.

The eleventh item was a discussion regarding Community & Economic Development overview.

Ms. Wood made a motion to go into executive session to consider the purchase of a property and an economic development deal.

- Motion to go into Executive Session at 7:24 pm by Ms. Wood, 2nd by Mr. Moskun
- **All Ayes**

Council went into Executive Session to discuss the consideration of purchasing property and an economic development deal.

- Motion to come out of Executive Session and adjourn at 8:05 pm by Ms. Wood, 2nd by Mr. Moskun- **All Ayes**

There being no further business before Council, the meeting adjourned at 8:05 pm

ATTEST:

Clerk of Council

Council President