



**Ravenna City Council
Planning Committee Meeting Minutes
December 13, 2021**

The public meeting was held in Council Chambers and live streamed via YouTube at: <https://www.youtube.com/watch?v=jwTUyR9inU8>

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

Also attending the meeting: Mayor Frank Seman; Finance Director, Brian Huff; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Council Clerk, Chelsea Gregor; Brian Hare, Amy Adams, Larry Silenius; Cliff Soudil and Diane Smith

Planning Committee Meeting was called to order at 5:30 P.M. by Chairperson, Rob Kairis

The first item was financial support request from Main Street Ravenna.

Main Street Ravenna Board Members, Brian Hare and Amy Adams, addressed Council to request an increase in the City's annual contribution from \$5,000 to \$15,000. Mr. Hare explained that due to the pandemic the ability to fundraise was stunted and the non-profit organization relies solely on donations and not membership fees like the Chamber of Commerce does. Mr. Hare stated that the organization works to improve the downtown while also working on historic preservation.

Mr. Kairis stated that out of the 24 Main Street organizations in Ohio, Ravenna ranked 21 in the amount of funds that the City donates.

Ms. Adams explained that Main Street Ravenna and the Chamber of Commerce are working together to meet and try to collaborate on projects together.

Mr. Calfee suggested only a one-year donation and to revisit the request.

Mr. Hare suggested a longer-term donation of \$10,000 for three years and explained a list of accomplishments that Main Street Ravenna has provided for the city.

Ms. Adams explained that there are differences in the missions of Main Street Ravenna and the Chamber of Commerce but that there are some overlapping similarities.

Mr. Moskun complimented Main Street Ravenna and was glad for their efforts in the community.

Council discussed the item and decided to push the request for funding forward at \$15,000 for one year and then re-assess the contribution amount again next year.

- The item was moved forward at \$15,000 for one year.

The second item was to amend Section 1062.03 of the codified ordinance.

Mr. Kairis stated that it was noticed that a section of the codified ordinance was incorrectly referenced to solid waste instead of recycling rates. The item was to amend Section 1062.03 to correctly reference Section 1062.11.

- The item was moved forward

The third item was a discussion regarding a Design Review Commission consultant.

Mr. Kairis stated that Kent has allocated \$30,000 for a consultant to help with a comprehensive plan since they do not have a historic district. He said that a consultant might be less for Ravenna since there is a Historic District already established. The Design Review Commission would like to send out requests for qualifications (RFQ) to get a consultant to help with signage, guidelines and to help balance the need for economic development and historic preservation.

- The item was moved forward for the next Committee and Design Review meeting.

The fourth item was a discussion regarding Temporary Stores, Canvassers and Solicitors and Peddlers.

Mr. Kairis stated that there is a redundancy between the three sections within the codified ordinances and he would like to streamline the sections.

Mr. Finney clarified that the Portage County Health Department provides food permits and is responsible for checking food stands, not the City.

Mr. Kairis addressed the application process that is approved through administration and discussed updating the application to better reflect the changes.

- The item was moved forward

Management Update-None

There being no further business for discussion, the meeting adjourned at 6:47 P.M.

ATTEST:

Clerk of Council

**Rob Kairis, Chairperson
Planning Committee**