



**Ravenna City Council
Planning Committee Meeting Minutes
September 12, 2022**

The public meeting was held in person in City Council Chambers.

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

Also attending the meeting: Mayor Frank Seman; Police Chief, Jeff Wallis; Interim Fire Chief, Mark Chapple; Finance Director, Brian Huff; Service Director, Kay Dubinsky; Council Clerk, Chelsea Gregor; Parks and Recreation Director, Judy Watkins, Cliff Soudil

Planning Committee Meeting was called to order at 6:00 P.M. by Chairperson, Rob Kairis

The first item was a discussion regarding a Design Review Consultant.

Mr. Kairis stated that the ordinance to send out RFQ's for a Design Review Consultant passed in August and the next step is to send out emails inviting a response.

Mr. Finney stated that he can post the information on the City's website and will post the RFQ request for three weeks.

- The item was for discussion

The second item was an Ohio History Fund Grant.

Mr. Kairis stated that there is a grant that the Design Review Commission (DRC) is looking at applying for but the deadline is September 27th. He said that the grant could help pay for a Design Review Consultant. It would be a matching grant and would require a Special Council meeting following Committee of the Whole.

Mr. Calfee stated that the paperwork said that the grant award would be between \$3,000 and \$20,000.

Mr. Kairis was unsure of the amount the DRC would apply for.

- The item was moved forward

The third item was Board & Commission Agendas & Meeting Minutes.

Mr. Kluge stated that he would like to request that additional Board and Commission agendas and minutes be made available online, which would include the BZA, Planning Commission and the Design Review Commission.

Ms. Wood stated that the CIC could be included as well.

Mr. Soudil inquired if meeting recordings could be used as minutes, and it was stated to check with the Law Director. He said that he would like to see the new audio and video equipment used to record all meetings to put onto YouTube.

- The item was for discussion only

The fourth item was amending Codified Ordinance Section 860.08 Fees.

Mr. Kairis stated that it was found that cities cannot impose specific revenue or tax fees, adding that Section (c) would need to be repealed. He said that Council would have to check with the Law Director to see if (a) and (b) should be repealed as well from Section 860.08 Fees.

- The item was moved forward

The fifth item was amending Codified Ordinance Section 404.07 Impoundment.

Mr. Kairis stated that in the newly revised ATV ordinance a vehicle can be impounded following more than one violation. He said that in Section 404.07 it lists a string of circumstances in which a vehicle can be impounded and stated that ATV's needed to be added.

- The item was moved forward

The sixth item was the RAC lighting and Annex water heater.

Ms. Watkins addressed Council to explain the issues that are needing attention at the Ravenna Athletic Club (RAC). She stated that many of the lights and ballasts are burnt out and the Annex commercial water heater is leaking. Ms. Watkins stated that the lighting replacement will cost approximately \$6,700 and the water heater will cost approximately \$10,000, adding that the water heater will be a shared cost between the RAC and the Annex.

- The item was moved forward

The seventh item was the RAC joining the City Complex.

Ms. Watkins stated that Utility Billing plans to join the new City Complex and addressed whether the RAC would be included in the design plans. She stated that there is benefit to the RAC being added to the City Complex and that the Parks and Recreation Department has outgrown their facility. Ms. Watkins explained that she would like an indoor facility to host indoor soccer, basketball and spaces to rent.

Mr. Kairis stated that the City would have to see what options are available but said that it would be ideal to have all the City's facilities in one place.

Ms. Wood agreed and stated that she envisioned an all-inclusive complex.

- The item was for discussion

The eighth item was the City joining Monarch City USA.

Ms. Watkins stated that Don Everett has gathered donations for the city to join Monarch City USA. She said that the RAC will pay the lifetime \$50 fee and Don Everett has received donations for the signage. She explained that a proclamation from the Mayor's office and the City's buy in is required to make the City a Monarch City USA. Ms. Watkins stated that the Parks and Recreation Department already has existing butterfly gardens and stated that other items of participation would be encouraging the community to plant butterfly friendly plants, such as milkweed, and educating the public.

- The item was for discussion and will move forward administratively

Management Update

There being no further business for discussion, the meeting adjourned at 6:41 P.M.

ATTEST:

Clerk of Council

**Rob Kairis, Chairperson
Planning Committee**