



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

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

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; Fire Chief, Mark Chapple; Finance Director, Brian Huff; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Council Clerk, Chelsea Gregor, Mason Kaniewski, Larry Silenius, Cliff Soudil, John McFarland and Diane Smith

**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 there were two potential consultants that were presented at the last Design Review Commission meeting. He said he attended the meeting which he found interesting and stated that they were familiar with the city. Mr. Kairis stated that one consultant had a variable cost and the other was fixed at the upper end of \$30,000. He said that the Design Review Commission would like another month to consider the applicants and the next meeting will be on January 12<sup>th</sup>.

Mr. Finney stated that both consultants are capable of the work requested but that ultimately it is up to City Council to negotiate the scope of services for an appropriate price.

Mr. Soudil suggested seeing how Kent utilizes their recent consultant and learning from them.

Mr. Kairis stated that Council will get the information on the proposed consultants for their consideration.

- The item was for discussion

**Management Update**

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

**ATTEST:**

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**Clerk of Council**

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**Rob Kairis, Chairperson  
Planning Committee**