



**Ravenna City Council
Planning Committee Meeting Minutes
February 13, 2023**

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

Also attending the meeting: Mayor Frank Seman; Police Chief, Jeff Wallis; Fire Chief, Mark Chapple; Finance Director, Brian Huff; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Council Clerk, Chelsea Gregor; Cliff Soudil, Lou Dudek, Arasin Hughes, Amy Adams, Larry Silenius, John MacFarland

Planning Committee Meeting was called to order at 6:23 P.M. by Chairperson, Rob Kairis

The first item was Design Review Consultant RFQ.

Mr. Kairis explained that the Design Review Commission (DRC) met on Thursday regarding RFQ's for a Design Review Consultant and stated that the choice was between Prospectus at \$27,000 or CT Consultants at \$30,000. He said that he is asking to move forward with the hope of seeing if the City can commit between \$10,000 to \$15,000 for the consultant, but only if the City is awarded the CLG grant.

Mr. Finney stated that Council has to decide how much it wants to spend on a consultant.

Mr. Kairis stated that Council needs to decide which consultant to pick and how much money to spend.

Cliff Soudil addressed Council and stated that Mr. Kairis has done a lot of work to bring forth the item. He explained his frustrations with the Design Review Commission and explained that Kent has had a similar situation which caused them to seek out a consultant. Mr. Soudil stated that CT Consultants gave a flash drive with Kent as an RFQ example and addressed that Council has not had a chance to view the RFQ proposals.

Mr. Finney informed Council that March is the deadline for applying for the CLG grant.

Mr. Kairis stated that he is okay with moving forward with Prospectus, which was the majority vote by the DRC.

Larry Silenius addressed Council and stated that he emailed them all a prepared statement regarding the decision of picking a consultant and expressed his concern for choosing Prospectus as the Design Review consultant and requested that CT Consultants be picked.

Ms. Michael thanked Mr. Soudil and Mr. Silenius for their comments.

Mr. Kairis stated that there has been a diversity of opinions and suggested deciding on the consultant at the Committee of the Whole meeting.

Ms. Michael stated that the City is still considering a comprehensive plan and other needs to spend money on.

Mr. Calfee asked about the protocol for choosing a consultant and it was stated that the DRC would make a recommendation and then Council would make the final decision.

- The item was moved forward.

The second item was a CLG Grant.

Mr. Kairis said that a component of the consultant discussion is applying for the CLG grant and lowering expectations for the cost of the project at \$15,000 instead of \$30,000, adding that they would then making the commitment of hiring the consultant contingent on getting the grant.

- The item was moved forward.

The third item was Carbon Monoxide Detectors.

Mr. Kairis stated that the topic of carbon monoxide detectors had already gone to Council for first reading and that some changes needed to be tightened up with the language in Chapter 1462 and Chapter 1478. He explained that there is a missing mention of CO2 detectors in Chapter 1462.02 which will be added and then an addition in Chapter 1478 under definitions. Mr. Kairis stated that the changes will be added to the ordinance and will be up for a second reading in March.

- The item was moved forward.

Management Update

Mayor Seman stated that he has his own thoughts on the opinions expressed that evening and that he cannot disregard the contributions that the Design Review Commission has given over the years, adding that they are good people who have served the city and have their own thoughts and opinions. He stated that he ran across a letter from Jack Kohl where he stressed the fact that when people buy property downtown there has to be a balance of looking at the historic district and seeing what they can do to try and meet it to the best of their ability, but that sometimes they have to walk away. Mayor Seman cited an example of a historic district home renovation that would cost more than what the property would be worth after the renovation. He explained that the city has to allow for economic development and pointed out that there is section of town on the east side that is doing well economically. Mayor Seman stated that he appreciates the effort that Cliff and Larry have given towards the Design Review Commission but stated that there needs to be some balance. He explained that he is not a proponent of spending \$30,000 for a Design Review consultant when the city already has a historic district, unlike Kent, which was the reason they chose to hire their consultant. Mayor Seman stated that Todd Peetz came to Council to showcase the website that the Portage County Regional Planning Commission had worked on to show off the various types of architecture that Ravenna houses. In referencing the city's unique architecture, he stated his concern for the repairs needed for the chapel at Maple Grove Cemetery. Mayor Seman stated that the City needs to be able to have a voice for both sides to make Ravenna a better city.

There being no further business for discussion, the meeting adjourned at 7:00 P.M.

ATTEST:

Clerk of Council

Rob Kairis, Chairperson

Planning Committee