



**Ravenna City Council
Planning Committee Meeting Minutes
July 8, 2024**

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

Council present: Rob Kairis, Amy Michael, Tyler Marovich, Cheryl Wood, Tim Calfee, Christina West, Matt Harper, Paul Moskun

Also attending the meeting: Mayor Seman, Police Chief, Jeff Wallis; City Engineer, Bob Finney; Finance Director, Tami Lorence; Controller, Brian Huff; Council Clerk, Chelsea Gregor; Parks Director, Judy Watkins, Sean Thompson, Alex Kelley, Lou Dudek, Carolyn Chambers, Suzanne Moskun, Larry Silenius, Cliff Soudil, Cynthia Miller

Planning Committee Meeting was called to order at 6:55 P.M. by Chairperson, Rob Kairis

The first item was a Parks and Recreation New Building Update.

Manfrass Architecture presented a scope of work for a new Parks and Recreation building. Sean Thompson explained the process and how they decided on different locations throughout the city and square footage options. He showed designs for different options, one story and two-story designs, and stated that Clinton St. is not the best site for the new building. Mr. Thompson stated that the building would be a tight fit at the Osborn Park property, it would fit at Havre's Woods, there would be plenty of room at City Park and the best location would be Chestnut Hills Park. He explained different design options and said that a 7%-9% increase in costs is expected. Ms. Wood stated that a new facility would allow for programs and the department to grow and said that tearing down the annex and rebuilding on that location is not an option due to space. Mr. Moskun asked if there was money set aside for the new building and it was stated that there were no funds set aside yet, and that the plans are to determine the department's needs, what a new building would look like and what it might cost. Mayor Seman acknowledged that the safety force buildings come first, and that maintenance costs need to be determined for the new buildings.

- The item was for discussion only.

The second item was an amendment to Codified Section 208.04.

Ms. West explained that the amendment is to correct the meeting start time from 7:00 pm to 6:00pm, adding that this section was looked over when Council revised the meeting time change. Mr. Kairis stated the item should be fixed as soon as possible.

- The item was moved forward.

The third item was an amendment to Codified Section 220.10 and the fourth item was an amendment to Codified Section 220.09.

Mr. Kairis explained that a consent agenda can help pass simple, housekeeping items, such as donations or annual items, into a consolidated package to easily approve. He stated that any item

may be taken out of the consent agenda if a Council member wishes to discuss the item further, adding that the process is meant to make meetings more efficient.

Ms. Michael asked who decides what goes on the consent agenda.

Mr. Kairis stated that it would be decided at the Committee of the Whole meetings.

Mr. Calfee stated that he was in favor of the item and reiterated that one vote would pass all the items placed within a consent agenda.

Mr. Kairis addressed public comments and possibly limiting them to 3 or 5 minutes which is a common practice throughout municipalities. He addressed different ways to acknowledge public comments, and Council discussed their different viewpoints.

Ms. Wood stated that she wants to give everyone a chance to speak and allow it when the topic comes up.

Mr. Kairis noted that his inquiry into public comment rules was to avoid audience interjections.

Ms. Michael stated that it is up to Council to stop and control public comments and that she is not comfortable giving a time limit.

Mr. Kairis noted that is why public hearings are held on important topics.

Mr. Silenius stated that Council is trying to fix a problem that doesn't exist and that the public should be able to respond to Council.

Mr. Kairis noted that any Council member may call on someone in the audience to speak and that most City Councils function with public comment rules.

Mr. Calfee said that he would be in favor of having a public comment sheet for audience members to fill out prior to the meeting.

Mr. Marovich stated that there are merits to creating rules and guidelines for public comment and that it may be a way for people to be better heard by the city.

Ms. West agreed that a guideline would help people to know what to expect at a meeting.

Ms. Wood stated that she does not want to limit speaking but there should be a time limit.

Mr. Harper stated that he is okay with the consent agenda but is not in favor of revising the public comment rules.

Mr. Kairis stated that the Order of Business would have to be amended to include the consent agenda and to rearrange the agenda order to formalize the practice.

Ms. West noted that the change would also include inviting department heads and that she appreciated the public comment conversation.

- The items were moved forward.

Management Update

Mayor Seman informed Council that the EPA has moved forward with the Chestnut St. demolition property and that they will move forward on cleaning up the area, but noted that he is not sure of the timeline.

There being no further business for discussion, the meeting adjourned at 8:13P.M.

ATTEST:

Clerk of Council

**Christina West, Chairperson
Planning Committee**