## MINUTES OF RAVENNA CITY PLANNING COMMITTEE MEETING March 12, 2012

The Meeting of the Ravenna City Planning Committee was called to order by Chairman, Scott Rainone at 7:20 P.M. Present were: Amy Michael, Sharon Spencer, Fred Berry, Jack Ferguson, Frank Seman, Bruce Ribelin and Fran Ricciardi. Also in attendance was Service Director, Kelly Engelhart; City Engineer, Bob Finney; Parks and Recreation Supervisor, Elaine Van Hoose; Donna Swigart of 528 East Riddle Avenue, Ravenna, Ohio and Marc Resnik of 1102 East Riddle Avenue, Ravenna, Ohio.

Mr. Rainone said the first item on the agenda is the rezoning of property from C-1 to industrial.

Mr. Finney said this is the approximate 15 acres behind the existing Paris Company. For whatever reason, it was zoned C-1 and for the most part, the rest of the land along Enterprise Parkway was zoned I-1. Paris Company bought a sliver of land 40 wide by length of their property for growth but it is zoned C-2. For them to consolidate the two parcels, the one had to be rezoned to match the other, which would have been I-1. While talking with Jack Kohl and Mr. Lemmon, they decided to rezone the whole 15 acres. The current proposal for that parcel has resurfaced this week or at least discussions of that being developed. It's his understanding that the development is potentially closed on the property so it is moving in that direction. I-1 will serve them much better than C-2. Planning Commission heard this and approved it. Now Council has to take the steps to change the zoning.

Mr. Ricciardi asked if there are any other areas out there they should consider rezoning at this time.

Mr. Finney said that everything except the Sheets property is I-1. They fit into the C-2 as it is.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Rainone said the next item on the agenda is the Just Run program.

Ms. Van Hoose said this program was done last year during the summer day camp. It is an exercise program and eating program. They earned points for various activities. This is no cost to enroll in this program. However, there is a cost in purchasing the awards, ribbons, t-shirts, etc., and they try to get a sponsor for that. This is for the kids' day camp and its' school aged children. They join the day camp for four weeks out of the summer. Those kids can get involved with it. There will be 80 more kids added on to the 107 kids enrolled in the regular day camp. It would be for the whole summer. There is a whole program outlined. If you achieve so many miles in walking; whether it be at the day camp or at home with mom, you earn these miles. They tag where they are going across the United States and then so many miles, you get points and awards. It is put on their website and they can track where they have gone.

Ms. Engelhart said that is one of those items where the Health Department could be working very closely with the Parks Department in regards to marketing these types of things and doing the health message that goes along with physical activity and getting our kids to move.

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Ms. Van Hoose said that there is a contract that needs to be signed that says they are offering the Just Run Program.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Rainone said the next item for discussion is the donation from the Fit Chicks.

Ms. Van Hoose said that it is not a donation from the Fit Chicks. It is a donation from the Ravenna Fun Fitness Series. It is a partnership between the Parks and Recreation Department and the Fit Chicks. There were three events last year. That was the first time that was ever done. Each of the events raised proceeds for the Parks & Recreation Department. Marlene Watt was the first event in which the money went to the scholarship fund. It has always gone to that. The next two events which were the balloon chase, which was a ten mile run and then the Got Bike which was a biking event with three different races you could go on. Those went to programming for the Parks & Recreation Department. In total, \$11,876.59 were donated to the department as a result of those three events and any left over sponsorship money they were able to obtain; \$3,277.00 goes to the scholarship program and the rest goes to the programming. This is just the ability to say they can use it.

- Mr. Seman asked the name of the group again.
- Ms. Van Hoose said that it's the Ravenna Fun Fitness Series.
- Ms. Michael asked if that is the name of the group.
- Ms. Van Hoose said that it is the name of the series.
- Ms. Michael asked if the donation itself came from the Fit Chicks.
- Ms. Van Hoose said that it did not. It came from the Ravenna Fun Fitness Series. She is right. The check does say it's from the Fit Chicks but the account says Ravenna Fun Fitness Series.
  - Ms. Michael asked who is in charge of that account.
  - Ms. Van Hoose said that the Fit Chicks are because they're a non-profit.
- Ms. Michael asked if Mr. Cecora has access to that if they are in partnership. Is that the same type of partnership she is referring to.
- Ms. Van Hoose said that Mr. Cecora does not have access. There is no money that goes through the city. They just received a donation. The money goes through the 501(c)(3). No money comes through the city. They didn't want to do that. They wanted an outside organization who does the taking in of the money and pays all of the bills and then in the end, they get an overall finish.

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Ms. Michael said that when they state it's a partnership that might be a bit misleading.

Ms. Van Hoose said that the goal was not to go through the city. They didn't want to have to do purchase orders, go through that route. They just wanted to make it simple.

Ms. Engelhart said the partnership is that the money comes back through form of donation.

Mr. Seman asked if that is the only thing they have a partnership with Fit Chicks on.

Ms. Van Hoose responded that it is at this point, with dollars. They might partnership with them on an event they are getting ready to do with the high school; the Fit Chicks the Rac and the high school. There is no money there. That is something that is going to be for the high school

Mr. Seman said that when he read the mayor's report, figuring out exactly what this group is in terms of the city.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Rainone said the next item is the BSN Sports Victory Grant.

Ms. Van Hoose said they were awarded a \$1,000.00 grant for sports equipment that you purchase through that company. They had originally asked for \$3,000.00 plus grant. This is just accept the funding and be able to spend it. They are getting baseballs, softballs, soccer balls, etc. Also, with this order, which is nice, even though they might overspend that \$1,000.00, the shipping is free.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Rainone said the next item is online auction.

Ms. Engelhart explained that one of the things they struggle with is how to manage all of the obsolete equipment purchased with taxpayer dollars. They are required to auction those items. In the past, they have done this by live auction. They've held it at the street garage and people come in to bid on their items. Through working alongside some of the other service directors in the area, she found out about this online auction ability. It's an online company called Asset Auctions. Kent used them in the last two years. They made ten times what they made by having a live auction, primarily because this company has the ability to push the information out to people they know are looking for certain types of equipment. They have not had an auction for the past couple of years. When they did the whole conversion and they changed over from everybody not having individual printers to the leased copy machines. All of those printers are now being stored in the street garage and have to be auctioned. It does take a little bit of manpower in getting everything tagged and they have to have photographs so you can

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put them on the website. Currently ODOT uses the same online auction service. They are trying to coordinate with the three other municipalities in the county so that all four can eventually have their online auctions around the same time. This way, if people are coming from out of state to purchase something they can just come to Portage County and go from community to community to pick up whatever they are purchasing. There is no initial cost to enter into this. They do take a percentage of the profit in the end, 10%. She needs permission to move that forward. They will need to enter into an agreement with the company.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Rainone said the next item is the city hall cleaning contract.

Ms. Engelhart said in November, the person who was on contract to clean city hall quit and right around the new year, they put out an advertisement for a cleaning service. They really didn't get very many responses. Then most recently, they decided to work with Family & Community Services and the Veterans who have helped out with numerous things in the city. Once a week, they will come into city hall to clean. Authority is needed to enter into an agreement with Family & Community Services for that service. The person they have assigned to clean city hall is the same person who helped paint it.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Finney said bids were opened for the RAC vestibule. Although it hasn't been to the Board of Control, he would like to move it on to Finance Committee. He has checked references. The company is from Brookfield. Their references checked out well. They are the low bidder. Their low bid was \$56,000.00. He also wants to appropriate an additional \$4,000.00 to cover the additional cost. There were four bids. Three of them were within \$1,000.00 and the fourth one was several thousand higher. The Board of Control will hear this on Friday and approve his recommendations.

There being no further business before the Committee, the meeting adjourned at 7:40 P.M.

ATTEST:		
Clerk of Council	Scott Rainone, Chairman	
	Planning Committee	