REGULAR COUNCIL MEETING
MONDAY, NOVEMBER 7, 2022 – 7:30 PM
EXECUTIVE SESSION IMMEDIATELY FOLLOWING

President Christine Shoop called the Regular Council Meeting to order at 7:30 PM. City Council convened for a regular meeting in Council Chambers, with the following in attendance: Councilpersons Derrick Abney, Nick Augustine, Lori DiNallo, Jim Fodor, Paul Hach, Mario Rodriguez, and Christine Shoop; City Manager Doug Lewis, Assistant Law Director Joseph Gurley, Jarod McCrone of Public Works, and Clerk of Council Samantha Danielson.

On roll call for attendance, Mr. Abney, Mr. Augustine, Mrs. DiNallo, Mr. Fodor, Mr. Hach, Mr. Rodriguez, and Mrs. Shoop were present.

Mrs. Shoop asked for a motion to approve the agenda as submitted.
Mrs. DiNallo moved to approve the agenda, seconded by Mr. Rodriguez. All Council Members were in favor by answering "Aye". Motion carried. Agenda approved.

Mr. Rodriguez gave the Invocation. The Pledge of Allegiance was recited.

Mrs. Shoop asked for a motion to approve the minutes from the Special Meeting-Executive Session and Regular Meeting on October 17, 2022.
Mr. Hach moved to approve the minutes, seconded by Mrs. DiNallo. All Council Members were in favor by answering "Aye". Minutes accepted.

New Business: Appointment of Public Service Director
City Manager Doug Lewis stated he was pleased to advise City Council that he have chosen Jarod McCrone to fill the position of Public Service Director. Mr. McCrone started as a Maintenance Worker I in the Department of Recreation and Public Lands on May 8, 2000. He was promoted to Maintenance Supervisor I in Cemeteries and Parks on July 5, 2005 and promoted again to Maintenance Supervisor II in the Department of Public Service on February 1, 2021. Mr. Lewis believes both his extensive supervisory experience and knowledge of the City will provide a solid background for this position. Mr. McCrone will start on November 13, 2022. His starting salary is $79,040. Mr. Lewis, therefore, submited for Council's concurrence Jarod McCrone for the position of Public Service Director as required by Article II, Section 3 of the City of Painesville Charter. Mr. Lewis respectfully request City Council's confirmation.

Mr. Augustine made a motion to approve Jarod McCrone for the position of Public Service Director, seconded by Mr. Hach.
On roll call, Mrs. DiNallo, Mr. Fodor, Mr. Hach, Mr. Rodriguez, Mr. Abney, Mr. Augustine, and Mrs. Shoop were in favor by answering "Yes". Motion approved. Council Members congratulated Mr. McCrone.

A presentation was given by Renee Fitzgerald-Palacio, the Executive Director of the Downtown Painesville Organization and was available to answer any questions from Council Members. See attached presentation.

Public Comment: None

Committee Report:
Finance Committee
Mr. Fodor reported for this meeting which was held on October 18, 2022. The 2023 Budget was discussed at this meeting and was just presented prior the tonight's meeting.
BZA
City Manager Doug Lewis reported for this meeting. The following items were presented October 20, 2022. An application has been submitted by Ryan and Shayna St. John of 570 Magnolia Drive, requesting a variance to Section 1119.05(a)(1) of the Painesville Unified Development Code, which establishes the approved fencing material to be basket weave, picket, board of batten, baffle, stockade, vinyl, split rail, estate rail, solid wood, chain link, woven picket fencing, or masonry fencing. The applicant wishes to erect a fence made of sheet metal and wood posts. A variance to the type of fencing material is requested, however, this was withdrawn by applicant. The variance request was dismissed; An application has been submitted by Ellen Selle on behalf of Sheetz, Inc. requesting the following sign variances to the Painesville Unified Development Code: 1127.11(a)(1) to permit 1 additional wall sign along Stage Avenue, 1 additional sign along the western building elevation, and 1 additional wall sign along the southern

building elevation. To permit 3 additional wall signs on the building, for a total of 5 wall signs located on the building; 1127.11(b)(1) to permit a freestanding sign over 50 square feet on each side, at 51.5 square feet; with a maximum square footage over 100 square feet, at 103 square feet; 1127.11(e)(1) to permit 1 additional canopy sign, facing the rear/south of the property. To permit 1 additional canopy sign, for a total of 3 canopy signs; and 1341.11(b) to permit only one freestanding sign indicating the gasoline prices near the intersection of Richmond Street and Stage Avenue. To permit the freestanding sign indicating the gasoline prices, to be visible to Richmond Street only, and to not be required to be visible to Stage Avenue. To permit the gasoline prices to be larger than the maximum 12 inches in height, at the requested 14 inches in height. The variance request was approved with the following condition, this variance only applies to this applicant, Sheetz; and a proposed meeting change for November's monthly meeting only to Wednesday, November 16, 2022 at 7 PM was approved.

Legislation:

AN ORDINANCE AMENDING SECTION 105.02 OF THE PAINESVILLE CODE OF 1998 ESTABLISHING WARD BOUNDARIES, AND DECLARING AN EMERGENCY

was given first read.

City Manager Doug Lewis spoke on this piece of legislation. The City Code of Ordinances Chapter 105 establishes the Ward boundaries for the City of Painesville. Section 105.03 requires that after every federal census the wards are to be evaluated to ensure that the population in each ward is substantially equal. A review and analysis of the current wards after the 2020 federal census indicated that Ward 4 was substantially larger than the other 3 wards. The Administration presented two options to adjust the ward boundaries to create more equity. At the last City Council meeting on Monday, October 17, 2022, the Council voted to proceed with the ward boundaries identified in the map labeled Option 1. To implement the change, Council must amend Section 105.02 of the Code of Ordinances thus establishing a new ward map. The ward map will subsequently be sent to the Lake County Board of Elections which will establish the appropriate precinct boundaries. The map is recommended to be effective as of January 1, 2023. Approval of the Ordinance establishing the new ward boundaries can go three readings.

Mrs. DiNallo made a motion to suspend, seconded by Mr. Hach.

On roll call, Mr. Fodor, Mr. Hach, Mr. Rodriguez, Mr. Abney, Mr. Augustine, Mrs. DiNallo, and Mrs. Shoop answered "Yes". Motion carried.

Mrs. DiNallo made a motion to adopt, seconded by Mr. Hach.

On roll call, Mr. Fodor, Mr. Hach, Mr. Rodriguez, Mr. Abney, Mr. Augustine, Mrs. DiNallo, and Mrs. Shoop answered "Yes". Motion carried. **ORDINANCE 23-22 is ADOPTED.**

AN ORDINANCE AMENDING APPROPRIATIONS FOR THE CURRENT EXPENSES AND EXPENDITURES OF THE CITY OF PAINESVILLE, STATE OF OHIO FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ADOPTING THE OPERATING BUDGET, AND DECLARING AN EMERGENCY

was given first read.

City Manager Doug Lewis spoke on this piece of legislation. The City is requesting to adjust the 2022 budget. The budget adjustments are for the following items and are necessary for the continued operation of the City of Painesville: 1) Increase the City Manager's budget by $2,500 to replace a computer for the City Manager's Administrative Assistant, Helen Petersburg. There is no memory left on her computer and it was recommended by Lake County IT; 2) Increase the City Manager's budget by $400 to replace the City Manager's office chair. Replacing uncomfortable chair; 3) Increase the budget to hire a recruiter for the Department Head positions that have not been filled – Finance Director, Water Superintendent – Class IV, and possibly Economic Development Director. While we anticipate it will be less, the cost was budgeted at $15,000 per position; 4) Increase the budget by $4,000 to conduct the employee survey. While we were able to find $4,000 in the budget to conduct the employee survey, it requires an additional $4,000 to be allocated. All Voices is the firm that staff chose to conduct the survey. We have unlimited surveys for one-year; 5) Increase the budget by $8,900 to conduct an audit of the payroll distributions. After moving from CMI to Munis Tyler for payroll, the payroll system has not been consistent. An audit is necessary to identify and correct any problems and inconsistency within the

payroll system. We will hire an outside auditor before the end of the year to identify any problems; 6) Increase the budget in Recreation and Public Lands by $4,800 to hire a contractor to complete mowing work that the Recreation and Public Lands Division was unable to complete due to their existing work load; 7) Increase the budget in Recreation and Public Lands by $1,800 for the seeding of a new section of Riverside Cemetery; 8) Increase the budget in Finance – Utilities by $8,000 to hire Beth Hughes (former employee) as a consultant to complete work while the Utilities Division is focusing on the conversation to Munis Tyler. This will take her through the end of 2022; 9) Increase the Water Department's budget by $40,000 to account for an emergency roadway repair in Grand River on Olive Street that occurred as a result of a water main break. The claim was turned into our insurance company and it was denied. The roadway needs repaired before winter and Ronyak is able to complete the work next week; 10) Increase in Electric Distribution of $43,000 to create a new project in order to re-establish access to the Water Plant. The cost is to hire Ronyak to remove brush and debris and develop an access road along Newell Street that goes to the Water Plant; and 11) Increase in Electric Distribution of $30,000 to install underground wiring under the SR2 bridge. ODOT came to an agreement with the contractor and has agreed to reimburse the City of Painesville for this cost. It was requested these budget adjustments get approved on the first reading.

Mr. Augustine made a motion to suspend, seconded by Mr. Hach.

On roll call, Mr. Hach, Mr. Rodriguez, Mr. Abney, Mr. Augustine, Mrs. DiNallo, Mr. Fodor, and Mrs. Shoop answered "Yes". Motion carried.

Mr. Augustine made a motion to adopt, seconded by Mrs. DiNallo.

On roll call, Mr. Hach, Mr. Rodriguez, Mr. Abney, Mr. Augustine, Mrs. DiNallo, Mr. Fodor, and Mrs. Shoop answered "Yes". Motion carried. **ORDINANCE 24-22 is ADOPTED.**

A RESOLUTION ACCEPTING THE PETITION OF LANDOWNERS SEEKING TO BE INCLUDED IN THE CONCORD TOWNSHIP-CITY OF PAINESVILLE JOINT ECONOMIC DEVELOPMENT DISTRICT CONTRACT (JEDD) FILED BY PETITIONERS IN9 GROUP. LLC, OWNER OF PERMANENT PARCEL NUMBER 08-A-020-B-00-002-0 LOCATED ON GOLD COURT AND 08-A-020-0-00-048-0 LOCATED ON CRILE ROAD LOCATED IN CONCORD TOWNSHIP, AMENDING THE JEDD CONTRACT, AND DECLARING AN EMERGENCY

was given second read.

City Manager Doug Lewis spoke on this piece of legislation. This can go three reads and a Public Hearing has been scheduled for November 21, 2022.

This will go to third read.

A RESOLUTION AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A PARTNERSHIP WITH LAKE COUNTY TO UPDATE AND ADOPT THE 2022 LAKE COUNTY HAZARD MITIGATION PLAN, AND DECLARING AN EMERGENCY

was given first read.

City Manager Doug Lewis spoke on this piece of legislation. Lake County Emergency Management Agency Director, Joseph A Busher, sent a letter asking each of the participating jurisdictions in Lake County to adopt legislation to update the 2022 Lake County Multi-Jurisdictional Hazard Mitigation Plan. Last adopted in 2017. Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act requires that the HMP be updated every 5 years if communities are to remain eligible to receive funding under FEMA's Hazard Mitigation Grant Program. The revisions included in the HMP began in 2020. A consultant was hire by the Lake County Commissioners and, working under the direction of the EMA, conducted multiple committee meetings, interview and surveys from the public. In September 2022, the final draft was submitted to the State of Ohio. Lake County's updated plan will remain in force until 2027. There is no financial impact. It will benefit the City of Painesville in case there is a need for emergency assistance. It will enable the City to apply for Hazard Mitigation grants. Adoption of the Resolution adopting the 2022 Lake County Multi-Jurisdictional Hazard Mitigation Plan can go three readings.

Mrs. DiNallo asked for the Administration to provide Council with the information of the updates.

This will go to second read.

A RESOLUTION AUTHORIZING THE CITY MANAGER OF THE CITY OF PAINESVILLE TO APPLY FOR AND ACCEPT FUNDING THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES LAND AND CONSERVATION FUND PROGRAM FOR THE AMPITHEATHER PROJECT AT KIWANIS RECREATION PARK, AND DECLARING AN EMERGENCY
was given first read.

City Manager Doug Lewis spoke on this piece of legislation. The City of Painesville was made aware of the opportunity to apply for a grant through the Ohio Department of Natural Resources (ODNR). The ODNR administers financial assistance for public recreation through the federal Land and Water Conservation Fund Program. McCaulley and Associates will be preparing the application for the grant request in the amount of $500,000 to fill the funding gap in order to construct an amphitheater and restrooms at Kiwanis Recreation Park. This is a very competitive grant. This legislation must be adopted in order to show support from the Painesville City Council. The City is also seeking letters of support from state and local representatives. As City Council is aware, the amphitheater is part of a larger project that includes a $26 million dollar mixed use development and will include commercial and residential development as well as the creation of an entertainment district in Downtown Historic Painesville. If approved, this will provide funding to fill the $500,000 gap to complete the amphitheater, restrooms and changing room. The total estimated cost of the amphitheater is $1.6 million. The City has budgeted the following: $500,000 in ARPA funding, $200,000 in State Capital Funding, and $400,000 from the water, sewer, electric and storm water funds. Adoption of this Resolution to allow the City Manager to apply for and accept grant funding from the ODNR Land and Water Conservation Fund Program can go three readings.

Mrs. DiNallo made a motion to suspend, seconded by Mr. Hach.
On roll call, Mr. Augustine, Mrs. DiNallo, Mr. Fodor, Mr. Hach, Mr. Rodriguez, Mr. Abney, and Mrs. Shoop answered "Yes". Motion carried.

Mrs. DiNallo made a motion to adopt, seconded by Mr. Hach.
On roll call, Mr. Augustine, Mrs. DiNallo, Mr. Fodor, Mr. Hach, Mr. Rodriguez, Mr. Abney, and Mrs. Shoop answered "Yes". Motion carried. **RESOLUTION 57-22 is ADOPTED.**

Unfinished Business: None

Departmental Presentations: None

Administrative Reports:
Assistant Law Director Joe Gurley had no comments at this time.
City Manager Doug Lewis commented on the various job positions and getting them filled, and the City is continuing to keep up on the various projects so the projects can move forward.

Clerk's Correspondences:
The next regular Council meeting will be held on Monday, November 21st at 7:30 PM, along with a public hearing; City Offices will be closed on Friday, November 11th for Veteran's Day; Painesville Holiday Shop and Stroll will be on Thursday, November 17th from 12:00 to 8:00 PM throughout downtown Painesville; and Painesville Spirit of the Season will be Friday, November 18th from 5:00 to 8:00 PM at the Painesville Square.

Closing Comments:
Mr. Fodor reminded residents about space heater safety and having CO2 detectors installed. The Fire Department can be contacted to install. He continued to remind residents about cleaning leaves.
Mr. Hach thanked Renee for the DPO presentation, and all the staff members attending the Budget Meeting.
Mr. Abney reminded residents to vote, for the 11/11 ceremony at the Painesville Square, to register for the Senior Christmas Luncheon on December 8th at the Morris Community Center, and for the Town Hall/ Christmas Party meeting on December 22nd at the Morris Community Center. He thanked the staff for attending the Budget Meeting.
Mrs. DiNallo reminded Council Members about the Charter Review Committee, and she thanked Carol for hosting the Business Appreciation, and to vote.

Mr. Rodriguez thanked the staff for attending the Budget Meeting and those who attended and watched tonight's meeting, and to vote.

Mr. Augustine had no comments at this time.

Mrs. Shoop congratulated Jarod for his appointment of Public Service Director, thanked Renee for presenting at tonight's meeting, and the residents who attended the meeting tonight, and a shout out to Tara for an excellent job of the Business Appreciation event, and for Kathleen for helping, and also mentioned about the Christmas Luncheon on December 8th at 11:30.

Mrs. Shoop asked for a motion to move into the Executive Session.

Mr. Fodor motioned to go in to EXECUTIVE SESSION BEING HELD IN ACCORDANCE WITH ARTICLE II, Section 6(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official of the City, seconded by Mr. Augustine.

On roll call, Mr. Abney, Mr. Augustine, Mrs. DiNallo, Mr. Fodor, Mr. Hach, Mr. Rodriquez, and Mrs. Shoop, were all in favor by answering "Yes". Motion carried to move into Executive Session at 8:22 PM.

Mr. Augustine moved to adjourn the Executive Session, seconded by Mr. Hach.

On roll call, Mr. Abney, Mr. Augustine, Mrs. DiNallo, Mr. Fodor, Mr. Hach, Mr. Rodriquez, and Mrs. Shoop, were all in favor by answering "Yes". Motion carried at 9:21 PM.

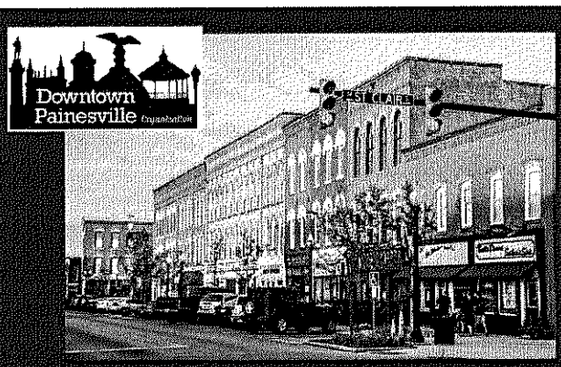
Mr. Hach moved to adjourn the Regular Meeting, seconded by Mr. Fodor.

On roll call, Mr. Abney, Mr. Augustine, Mrs. DiNallo, Mr. Fodor, Mr. Hach, Mr. Rodriquez, and Mrs. Shoop, were all in favor by answering "Yes". Motion carried at 9:22 PM.

Meeting adjourned at 9:22 PM.

Samantha Danielson
Samantha Danielson
Clerk of Council

Christine Shoop
Christine Shoop
President of Council



DPO Background



- Founded in 2006
- Board formalized in 2007
- Member of Heritage Ohio since 2009.
- Nationally Accredited Main Street Program for 2015 to 2022.
- Communication Network with PCIC, Lake Erie College, and the city of Painesville.
- Board size is based on need of DPO & has 4 Ex-officio voting members
- Facebook, Instagram, Twitter, LinkedIn
- www.mainstreetpainesville.org



Mission

To build a strong future in a diverse community where everyone is welcome.

Vision

The DPO envisions preserving our historic past; revitalizing and encouraging growth; and protecting our neighborhoods.

Tagline

Building Futures, Preserving History
Everyone is Welcome



The Four Point Approach

Downtown Painesville

- The four point methodology works to create a total image.
- Provides the retail professional area with the following:
  - It's necessary market niche
  - Creating a cohesive visual identity unique to the community
  - Nurturing a cultural ambiance associated with the community's location, appearance, and way of life.
- The *Main Street Approach*® gradually builds existing resources and fosters to improve community leadership/support on behalf of the Central Business District for the long term.

Main Street America

MAIN STREET AMERICA™

- For nearly 40 years of helping communities revitalize their downtowns and commercial districts.
- Collectively, the movement is the leading voice for preservation-based economic development and community revitalization across the United States.
- The movement grew out of a recognition that a community is only as strong as its core.
  - small towns
  - mid-sized communities,
  - Urban commercial districts
- Represents a broad diversity that makes the country so unique.
- Working together, the programs making up this network help to breathe new life into the places people call home.

The Approaches

1. Organization
   - The building of consensus and cooperation between the groups that play a role in the downtown.
   - Friends/Membership, Officers, Executive Team, Governance Team
2. Design
   - Involves improving the downtown's image by enhancing its physical appearance
   - Includes: appearances of the buildings, street lights, window displays, parking areas, signs, sidewalks, streetscapes, landscaping, promotional materials and all other elements convey a visual message about what the downtown is and what it has to offer.
   - Beautification/History

Heritage Ohio

- The Ohio Main Street Program, administered by Heritage Ohio, works with communities across the state to revitalize their historic or traditional commercial areas.
- Based on historic preservation, the Main Street Program is designed to improve all aspects of the downtown or central business district, producing both tangible and intangible benefits.
- Downtown Painesville Organization has been a full Main Street Program Since 2009.

OHIO

The Approaches Continued

3. Promotions
   - Involves marketing the downtown's unique characteristics to shoppers, investors, new businesses, tourists, and others.
   - Effective ones create a positive image of the downtown through retail promotional activity and special events utilizing the downtown as a stage area of community activities.
4. Economic Vitality
   - Involves strengthening the existing economic base of the downtown while diversifying it.
   - Activities include: helping existing downtown businesses, recruiting new businesses, providing a balanced mix, converting unused space into productive property, and sharpening the competitiveness of downtown merchants.

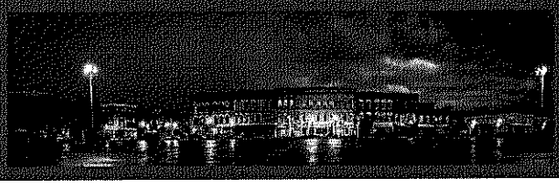
DPO Event/Committee Responsibilities

Promotions Committee
- Farm to Table
- Wine and Chocolate Event

Economic Vitality Committee
- DPO After Hours
- Painesville Art in the Park/Monarch Festival
- DPO Connect

Design Committee
- Daffodil/Poinsettia promotion
- Car Cruise

Organization Committee
- Awards Luncheon



The 2022 Statistics

Estimated 25 event and team planning meetings

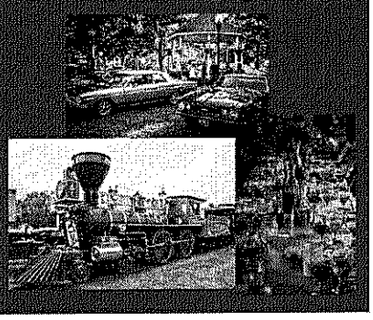
Estimated economic impact on community through consumer spending:

- $1.4 million of estimated free advertisement to merchants, businesses, and organization through social media marketing. (Estimated 300+ postings at a value of $1300 each)

Estimated Value of the DPO: $1.5+ Million

Funding Sources

- Best Practice
- Never meant to stand alone
- 1/3 City/Government
- 1/3 Friends/Membership
- 1/3 Earned Income
  - ☐ Events
  - ☐ Grants
  - ☐ Fundraisers



MAIN STREET AMERICA

Downtown is important because it's the heart and soul of any community. If you don't have a healthy downtown, you simply don't have a healthy town.

ED MCMAHON

Main Street America Chair Emeritus



A BIG Thank You to the City of Painesville

For your ongoing commitment, support, and help to build, grow and maintain the Downtown Painesville Organization.

This continued partnership and collaboration has paid the following dividends to the organization and City:

What questions do you have?!



2022 Year in Review

2022 City Investment of $28,000 leveraged the following figures:

- 2000 volunteer hours were given in support of the Downtown Painesville Organization. This reflects $49,400.00 in donated time valued at $24.70/hour. This is @ 2:1 return on investment.
- The city investment leveraged $45,694 in event revenue from events and activities throughout 2022. This is a 1.6:1 return on investment.
- The city investment leveraged $9,500 in membership, which should increase next year with a full time Executive Director.

THANK YOU for your continued and generous support of the DPO

Renee Fitzgerald-Palacio, Executive Director
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