

The Village of Northfield

REGULAR COUNCIL MEETING Agenda – July 26, 2017

Pledge of Allegiance

Call to Order; Roll Call; Approval of Minutes

Presentation of Petitions, Memorials and Remonstrances

Reports of Municipal Officers:

Jesse J. Nehez, Mayor
Tricia Ingrassia, Finance Director
Richard Wasosky, Engineer
Brad Bryan, Law Director

Department Heads:

Sgt. John Zoligus, Officer in Charge
Jason Buss, Fire Chief
Jason Walters, Service/Building Superintendent

Reports of Municipal Boards and Commissions:

Alan Hipps, Planning Commission
Mayor Nehez, Recreation Board
Beatrice Greenlee, Cemetery Board

Reports of Standing Committees:

Nicholas Magistrelli, Finance
James Daugherty, Roads/Public Works
Renell Noack, Health and Welfare
Gary Vojtush, Wages and Working Conditions
Jennifer Domzalski, Fire and Safety
Alan Hipps, Buildings and Grounds

Legislation:

2017-60 – An Emergency Resolution Declaring the Month of August 2017 Kids Month in the County of Summit and Village of Northfield (First Reading)

2017-61 – An Emergency Resolution Authorizing the Mayor to Enter into an Agreement with Aislinn Consulting, LLC to Provide Planning Services to the Village in Connection with the Village's Commercial Overlay District Project (First Reading)

2017-62 - An Emergency Resolution Authorizing Certain Amendments to the 2017 Appropriation Resolution and/or Transferring Items Already Appropriated in that Resolution (First Reading)

Old Business; New Business; Announcements; Adjournment

VILLAGE OF NORTHFIELD RESOLUTION NO. 2017-60

AN EMERGENCY RESOLUTION DECLARING THE MONTH OF AUGUST 2017 KIDS MONTH IN THE COUNTY OF SUMMIT AND VILLAGE OF NORTHFIELD

WHEREAS, the Mayor and Council recognize the importance of early childhood care, education, health, behavioral health, family support, special needs, and early intervention; and

WHEREAS, by ensuring good beginnings through early learning, we are investing in the future prosperity of our community, because high quality early childhood education is a critical component of K-12 success and is instrumental in cultivating a skilled workforce; and

WHEREAS, health and wellness programs strive to ensure that the physical and mental health needs of children in Summit County are being addressed; and

WHEREAS, the Summit for Kids Expo connects families with businesses, organizations, and agencies that focus on children's programming, health, education, activities, and entertainment; and

WHEREAS, the promotion and implementation of strategies through the Safe Routes to Schools program, Cribs for Kids, and Safe Sitters and the proper use of car seats and bike helmets will reduce preventable injuries to children; and

WHEREAS, the Mayor and Council want to reduce infant mortality in Summit County because Ohio has one of the worst infant mortality rates in the nation and infant deaths in the African American community in Summit County are nearly double the rate of other populations; and

WHEREAS, through the leadership of the First Things First Initiative, we can make a difference in the quality of life, health, well-being, and education of children in Summit County; and

WHEREAS, the Mayor and Council have determined that it is in the best interests of the Village and County to declare August 2017 as Kids Month.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, State of Ohio:

SECTION 1. That Council hereby and herein declares the month of August 2017 to be Kids Month and encourages the citizens of Summit County to join in that acknowledgement.

SECTION 2. That the Clerk of Council is directed to send a copy of this Resolution to Summit County Executive Ilene Shapiro, c/o Tina Merlitti, Community Relations Specialist, 175 South Main Street, 8th Floor, Akron, Ohio 44308.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its committees and were in compliance with all legal requirements.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health and welfare of the residents of the Village of Northfield for the reason that it will assist with putting focus on the needs of children in the County, and this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2017.

Nicholas Magistrelli, Pres. Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2017.

Tricia Ingrassia, Clerk of Council

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2017-61
AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN
AGREEMENT WITH AISLINN CONSULTING, LLC TO PROVIDE PLANNING
SERVICES TO THE VILLAGE IN CONNECTION WITH THE VILLAGE'S
COMMERCIAL OVERLAY DISTRICT PROJECT**

WHEREAS, Village Council appropriated funds in the Village's 2017 Budget for planning services related to its proposed commercial overlay district project; and

WHEREAS, Council established a committee to interview candidates for the provision of planning services for the project; and

WHEREAS, the committee interviewed the candidates for the project and recommended that Aislinn Consulting, LLC be retained to assist the Village with the project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That Council hereby and herein authorizes the Mayor to execute the attached letter agreement with Aislinn Consulting, LLC for the provision of planning services at the rate of \$100 per hour in an amount not to exceed \$5,000 as set forth in the agreement in connection with the Village's proposed commercial overlay district project.

SECTION 2. That all formal actions of this Council and any actions of its committees that resulted in those formal actions concerning and relating to the passage of this Resolution were taken in meetings open to the public and/or in compliance with law.

SECTION 3. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield for the reason that this Resolution will assist the Village with promoting economic development in the Village, and this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2017.

Nicholas Magistrelli, President Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2017.

Tricia Ingrassia, Clerk of Council

AISLINN CONSULTING, LLC.

July 21, 2017

Jesse J. Nehez, Mayor
The Village of Northfield
10455 Northfield Road
Northfield, Ohio 44067

Re: Scope of Services Northfield Village
Commercial Overlay District
Zoning Code Amendment Project

Dear Mayor Nehez:

The Village is requesting assistance with the review and updating of the zoning regulations of the commercial district located along Northfield Road/SR 8. The west side of Northfield/SR 8 is zoned B-2 Highway Business District while the east side is a combination of commercial and industrial zoning. The east side of the street is zoned B-1 Retail Business District, B-2 Highway Business District and C-1 Industrial District. The Industrial zoning is occupied by the Northfield Park Racetrack and the Hard Rocksino. The Village desires to address the zoning regulations to encourage new development and redevelopment of the area. To achieve the desired result, Aislinn Consulting proposes the following process and scope to create a Shared Vision for the area which will result in goals and recommendations supported by market data and information gathered from the community. The recommendations will be the basis for zoning amendments or other actions for consideration by the Village which will enhance the community's ability to achieve the vision.

To address this issue with the Village leadership, Aislinn Consulting proposes the following Scope of Services.

PHASE 1: UNDERSTANDING AND VISIONING

Existing Conditions Analysis –This segment of the project includes the following activities: Understanding the existing land use, property ownership configuration, current zoning pattern, roadway configuration, traffic generators, visual characteristics of the area, adjacent neighborhood and compatibility. The outcome of this process is for all involved to have a

common understanding of the current conditions and to be the basis for identification of challenges.

Market Review - Every commercial area has a market that it serves and competition that affects that market. A basic market analysis will be conducted to identify the market area for the Northfield Road/SR 8 corridor, including primary traffic generators and, primary competition, demographics of the area, existing building usage analysis, and current business mix and destination attractions.

Visioning Process - Based on the information gathered in the previous two steps a visioning process will be conducted to establish shared vision for the area based on a consensus process. Challenges will be identified, possible solutions and desired outcomes will be discussed. The resulting vision should include goals, vision statements and recommendations that will guide the future development or redevelopment, an identification of areas to be changed, and elements that are considered desirable for future developments and roadway improvements.

PHASE 2: ACTIONS FOR IMPLEMENTATION

Based on the shared vision, actions will be identified that will assist the Village, developers and property owners to realize that vision. Not knowing how extensive the actions or changes will be to implement the vision, the following is an estimate of the scope required to address the Villages goals.

Zoning Code Amendments and Map Changes - Amendments to the text of the code and the Zoning Map will be proposed to implement the vision developed. The text changes may include the creation of an overlay district, new zoning districts, standards for landscaping, screening and buffering of adjacent residential property, design guidelines and possibly other areas to ensure the vision may become a reality. All proposals will be implementable and based on the data collected in the first phase. Map adjustments will be proposed to create developable parcels that met the current development and design standards. The text and map changes will be supported by Aislinn Consulting through the process from proposal to adoption by the Village Council.

Other Implementation Tools – Based on the shared vision additional new programs or tools may be available to assist in implementing the goals and recommendations. These may include items such as a TIF, Design Assistance programs, or streetscape enhancement programs. A list of possible new programs which could be both short and long term will be provided for consideration by the Village. These will include potential funding mechanisms to support in making the vision a reality.

Deliverables and Fees

The following is a summary chart of the estimated number of hours of work on each segment of the project, plus the anticipated number of meetings and the associated number of hours for those meetings. The fee is based on an hourly rate of \$100.

PHASE 1: UNDERSTANDING AND VISIONING					
	Hours	Meetings	Hours	Fee	
Existing Conditions Analysis	4	Kick –Off Meeting	1		
		Data Review Meeting	2		
Market Review	3	Visioning sessions (2)	2 each =4		
Visioning	4	Presentation of Results	1		
Total Phase 1	11		8	\$1900	
PHASE 2: ACTIONS FOR IMPLEMENTATION					
	Hours	Meetings	Hours	Fee	
Zoning Amendments	10	Work Sessions on			
Other	6	Amendments			6
Implementation Tools		Planning Commission			3
		Village Council			4
		Other meetings	2		
Total Phase 2	16		15	\$3100	
Project Total				\$5000	

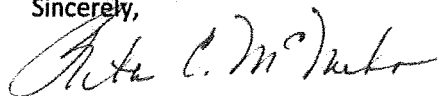
Additional meetings, if required by the Village, shall be at a rate of \$100 per hour.

I suggest that the project be contracted as an hourly not to exceed \$5000 given the number of unknown changes or amendments that may result from the visioning process. The Village will only be charged for hours incurred up to the maximum agreed upon amount. The Village would be invoiced monthly for time incurred in the previous month with a brief description of the tasks accomplished.

Optional Other Activities – As discussed during the interview there may be a need for marketing literature over and above the maps and drawings that would be created through the visioning process. This activity is not included in the main scope since the details of what it would entail are unknown at this time. However should the Village desire the creation of literature which explains the vision and the changes that are being proposed, I am recommending that this item be evaluated after the visioning process to determine if there is adequate resources within the current contract or a separate agreement is needed. This activity may require subcontracted support depending on the nature of the marketing literature required.

Thank you for the opportunity to submit this proposed Scope of Service to the Village of Northfield. I look forward to working with you on this project.

Sincerely,



Rita C. McMahon
Aislinn Consulting, LLC

Proposed Scope of Services accepted by The Village of Northfield

Accepted By: _____ Date: _____
Jesse J. Nehez, Mayor

VILLAGE OF NORHTFIELD RESOLUTION NO. 2017-62

**AN EMERGENCY RESOLUTION AUTHORIZING CERTAIN AMENDMENTS TO THE
2017 APPROPRIATION RESOLUTION AND/OR TRANFERRING ITEMS ALREADY
APPROPRIATED IN THAT RESOLUTION**

WHEREAS, as the result of certain occurrences, information, and expenditures, amendments to the year 2017 Appropriation Resolution and/or transfers of items already appropriated in the Appropriation Resolution are required.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That in order to provide for certain expenditures during the 2017 calendar year, Council hereby and herein authorizes the amendments to the Year 2017 Appropriation Resolution and transfers of items already appropriated in the Year 2017 Appropriation Resolution in the amounts and to the funds set forth in the attachment hereto that is incorporated herein by reference.

SECTION 2. That all formal actions of the Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its committees and were in compliance with all legal requirements.

SECTION 3. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield for the reason that this action is required by state law and is necessary for the operation of the Village government, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2017.

Nicholas Magistrelli, President Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2017.

Tricia Ingrassia, Clerk of Council