

Council Members in attendance: Crowl, Fahl, Grace, McCarey, Risner, Smedley and Ziff.

Also present: President Knisely, Mayor Patterson, and Service-Safety Director Stone.

Public in Attendance: Jan Hodson, Mary Abel, David McCoy, Alan Swank, Joan Kraynanski, Robert Rymer, Rob Delach, Peter Kotses, Peter Hoffmann-Pinther, Cole Behrens, Elizabeth Story, and Karen Dahn

President Knisely opened the Public Hearing to discuss the Off-Street Parking Regulations and Requirements.

Joan Kraynanski, Mound Street, understands a lot of effort has been put into this proposal and there are several ideas in this proposal she thinks are needed, yet several others that she believes will be detrimental to the community. She questioned associating parking requirements with the City's bus stops, and believes basing a reduction in the required number of parking spaces for this reason is poor judgement. She requested City Council consider tabling this legislation until the pandemic is behind us and Ohio University's student population stabilizes.

Rob Delach, Morris Avenue, supports the proposed legislation. It won't have immediate effects. He likes that it will allow landowners the flexibility to reduce their parking if it is not needed.

Hearing no further questions or comments from the public, the hearing was adjourned at approximately 7:15 p.m.

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President of Council

ATTEST:

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Clerk of Council

Council Members in attendance: Crawl, Fahl, Grace, McCarey, Risner, Smedley and Ziff.

Also present: President Knisely and Mayor Patterson, Service-Safety Director Stone, and Fire Chief Rymer.

Public in Attendance: Jan Hodson, Mary Abel, David McCoy, Alan Swank, Joan Kraynanski, Robert Rymer, Rob Delach, Peter Kotses, Peter Hoffmann-Pinther, Cole Behrens, Elizabeth Story, and Karen Dahn

Council Member Knisely opened the Public Hearing to discuss Short Term Rentals in Residential Zones Within the City of Athens.

Alan Swank, Townsend Place, believes there are many unanswered questions.

1. In an R-1 zone does the owner of the property need to be on-premises at the time of renting?
2. In an R-1 zone does the property require four off-street parking spaces?
3. What is the process for reporting violations of this section of the Code?
4. What are the penalties for said violations?
5. In zones other than R-1 why does an applicant have to go before the Board of Zoning Appeals? An R-3 zone requires going before the Board of Zoning Appeals.
6. What section of City Code are they appealing?

Swank presented the (attached list of current listings on the Airbnb website), noting that more than half of these are in R-1 neighborhoods, and all exceeding the number of guests allowed in the current proposal. By reducing the number of guests, these property owners will no longer be able to enjoy the revenue they are currently generating. As more and more residents become aware of this proposal, he believes there will be many more questions being asked.

He would like City Council to table this proposed legislation until all of the details have been worked through, questions answered and made public, and an enforceable, equitable ordinance can be considered and approved.

Peter Hoffman-Pinther, Columbia Avenue, is concerned that without adequate off-street parking, renters will park on the street where parking is already limited. He thinks the terms "resident owner" and "unless otherwise authorized herein" are unclear and too broad, and questioned the terms "owner-occupied or owner-managed" with regard to bed and breakfasts, and whether that means a local owner or someone from out of town.

Jan Hodson, Graham Drive, chose to purchase her home in an R-1 residential zone because the Athens City Code defines that as a neighborhood with residential, one-family homes, owner-occupied, or long-term rentals. She chose not to live next door to a

motel/hotel, coffee shop, or bed and breakfast, or any other types of business. She urged the Council to amend this ordinance to at least require the presence of the owner during the rental period. This would go a long way to reassure property owners living in an R-1 zone that rentals won't be a nuisance in the neighborhoods. We understand there is no guarantee, but this would at least offer some reassurance. She has heard it suggested that neighbors will help enforce the rules for these short term rentals. Neighbors do not want to have to do that, and none should be required or expected to do that. So many questions yet unanswered and people confused, does not make for good legislation. She, too, suggested tabling this ordinance.

Peter Kotses, Bryan Road, has had the opportunity to live near an Airbnb. He noted that these residents come and go over short periods of time and are not invested in the community. City Council has the ability to protect our R-1 zone and keep it a special place. This type of rental should be in other zones, not the protected R-1 zone.

Rob Delach, Morris Avenue, supports this legislation, pointing out that peer to peer economy is here and needs to be encouraged in Athens and not left to remain unregulated and unenforced as it is currently. Rather, the City should manage and regulate short term rentals for the betterment of the City, our neighborhoods and residents. This ordinance will encourage and provide options for homeowners to invest in their properties, neighborhoods and the City of Athens. It is about enabling folks that need additional income in order to afford their house; it's about a source of revenue in the form of taxes to the City that benefits the community. It is about helping to make Athens a tourist destination rather than just a place to come for O.U. weekends, and it is about good government that supports the residents of Athens and works to improve the City. While short term rentals in R-1 areas are allowed, they are severely restricted. He wants to see short term rentals regulated; it is the right thing to do.

Joan Kraynanski, Mound Street, explained that the west side of Mound, Pine and Ring Streets could be occupied by non-resident owner bed and breakfasts. She is fearful that this will create problems. She questioned, if adopted, how this legislation can be reversed by City Council.

Hearing no further questions or comments from the public, the hearing was adjourned at approximately 8:00 p.m.

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President of Council

ATTEST:

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Clerk of Council

**MINUTES**  
**CITY & SAFETY SERVICES COMMITTEE**  
**NOVEMBER 22, 2021**  
**7:00 p.m.**

Members in Attendance:

Sarah Grace, Chair  
Chris Fahl, Vice-Chair  
Micah McCarey, Member

Administrators and  
Other Elected Officials:

President Knisely  
Mayor Patterson  
Service-Safety Director Stone

**ITEMS DISCUSSED:**

- Information Technology Network Management
  - Grace – CIO position is currently vacant – Administration is considering option of out-sourcing
  - S-S Director Stone – City has historically funded (3) IT positions – clarified that the network includes both hardware and software, along with the microwave tower that supports it all – the City's ability to have IT staff in-house to protect our network from cyber threats is just not there – proposes moving to (1) IT staff person – would like authorization to expend up to \$200,000 for services external to the City, with a base fee of about \$11,000 per month, noting that there will be more cost over and beyond for more significant projects outside the scope, as an example, movement of APD servers from the Law Administration Building to the City Hall environment, and replacing old 2008 servers with new servers to protect possible loss of data – the company selected is Business System Solutions, Inc. (BSSI), an Ohio company in Lancaster – this company has worked extensively with Ohio University and O.U. recommended the City reach out to them
  - Fahl – asked for clarification on the City's outside connection through Ohio University
  - S-S Director – the City gets its internet service through Ohio University
  - Grace – questioned the statement of work exclusions – concerned the City may run into additional costs – it states that servers must be under warranty coverage – asked how many servers the City has and how many are under current warranty coverage – the City may have servers that are functioning just fine, but not under warranty coverage – questioned how that fits within this agreement – asked if the APD server work would need to be done by BSSI or could the City

seek other estimates for this work – it falls outside the scope of their agreement and questioned whether the City would be paying their hourly rate – just making sure our servers are up to date with their compliance could be a huge expense

-S-S Director – does not have the actual numbers of servers and those under warranty, but will provide by next week – IT Tech Lukas questioned BSSI as to whether the APD environment will need to be moved to City Hall with an additional fiber line run – BSSI responded that if on-site service is needed and the move is extensive it will be quoted as a project, falling outside the scope of their services – if it is a small move and will require less than eight (8) hours, they would invoice their onsite rate quoted in the agreement – fiber and cabling will be handled by their cabling partner outside of the agreement – bottom line, they think they can supervise our movement of it with minimal external costs – the complexity of the IT environment in the City today is significant – there will be a need to purchase additional hardware – rather than having our own IT staff managing IT, we'll have an external company managing and helping out

-Grace – clarified that our only IT staff will be the IT Technician who will be asked to work for the City, but also be asked to coordinate with this outside company if there is a problem

-S-S Director – that is correct

-Grace – asked about day to day operations – would a department contact BSSI directly for tech support, or would they contact Lukas – asked what that process would look like

S-S Director – the IT Tech, Lukas, will receive trouble tickets from the departments – there should not be any significant interface between departments and BSSI – BSSI will be over the shoulder work to Lukas, ultimately fixing problems behind the curtain – there will be a mechanism where BSSI will slide into the IT Tech function by taking trouble tickets directly from employees if Lukas is not available for a period of time

-McCarey – in reviewing the statement of work he asked for clarification about our backup process

-S-S Director – there is a mirroring system set up with our servers so that when you generate a document it is automatically backed up – we're doing that right now

-McCarey – expressed sticker shock with the \$150 per hour service rate if we do have to have them in person in Athens – to what extent do you see that happening, how often, and how that will impact overall cost

-S-S Director – thinks it will be rare – BSSI's work will for the most part be remote

-McCarey – understands this will be independent from cloud based storage and the proposed electronic card door access

-S-S Director – cloud storage is independent – BSSI would help manage access to it – if the electronic security system data rides on our network then it would be subject to this agreement

-Grace – if computer equipment has proprietary software, critical to that department's work and do not want the auto patch installed because it could potentially interfere with their operating equipment, how would that function within this agreement

-S-S Director – this company is taking over a certain level of liability keeping us safe from a cyberattack – this service agreement guarantees that protection – by not putting their monitoring information on any equipment connected to our network is probably not viable – the City does have specialty software that will be worked through on a case by case basis – in a particular instance where a patch could cause a problem BSSI would work through it so that there would be no disruption of service

-Crowl – appreciates the research – asked if we could have an IT specialist, possibly former CIO David Dudding, come in and answer Council's questions – understands the onboarding will cost more, but shares Grace's concern about the warranty coverage, running the most up to date operating systems (all items listed under BSSI's minimum requirements) – found it curious that under exclusions, disaster recovery is excluded; this seems essential to our IT security – seems like this could cost the City more money than funding our own IT staff – again, would be helpful to have expertise in guiding us

-Grace – agrees with Crowl that the voice of an IT expert would be helpful in answering these questions before moving this forward

-Mayor – will look into having Mr. Dudding weigh in on this agreement

-Crowl – asked the Administration about their research with other municipalities

-Mayor – acknowledged that many other cities have transitioned to outsourcing IT

- Kimes (amend 0-33-21 to increase authorized expenditure)

-Grace – funds are in budget, just need authorization to expend – need to remove unsuitable soft soil found on the project site and replace it with suitable soil to build on

- Amend 0-91-21 (West State Park dugouts)

-Grace – increase funding from \$65,000 to \$70,000 to include a split rail fence, and to appropriate

## **ITEMS NEEDED ON AN UPCOMING CITY COUNCIL AGENDA:**

1. Kimes
2. Amend 0-91-21

# **MINUTES NOVEMBER 22, 2021 COMMITTEE OF THE WHOLE 7:00 P.M.**

Council Members in Attendance:

Sam Crowl  
Chris Fahl  
Sarah Grace  
Micah McCarey  
Arian Smedley  
Jeff Risner  
Ben Ziff

Administrators and/or  
Other Elected Officials:

President Knisely  
Mayor Patterson  
Fire Chief Rymer

## **Items Discussed:**

- Fire Station Headquarters (levy)
  - Rymer – this was a well-built station in 1965, but the size of the trucks at that time were much smaller and weighing much less – at that time there were only two trucks in the bays, now there are 5 vehicles – since 2005 more than \$500,000 has been paid out for structural repairs and maintenance (see attached presentation) – the building was shifting backwards and support walls were built underneath– steel structural support was installed in 2009 – engineers have offered short-term solutions for stabilization, but it is their opinion that the building is at the end of its service life for the intended occupancy – previous repairs, along with the repairs currently recommended, along with proposed periodic observations, are intended to keep the station operable for a duration of time sufficient to construct a new station – anticipate between two and three years
  - Risner – asked about the cost for a new headquarters
  - Rymer -- \$6-\$7 million – sufficient for a minimum of 50-60 years
  - Risner – asked about a site for the new headquarters
  - S-S Director – the preferred location is near the Stimson roundabout – this site has the best response time
  - Risner – questioned whether the ground would need to be elevated out of the floodplain
  - S-S Director – yes, about 4.5 feet
  - President – would like the Council to consider a ballot issue to increase taxes for payment of the new construction

-Risner – asked about the increase

-S-S Director – 0.1% for 20 years for public safety capital improvements – levy will be primarily used for the fire station, but it would be an appropriate expense in later years for other public safety capital improvements

-Mayor – would like levy on the May ballot

-President – legislation is required to be at the Board of Elections by February 3<sup>rd</sup>

-Smedley – main concern is for the firefighters housed in the current facility – asked about the additional cost to a taxpayer

-S-S Director – someone earning \$50,000 annually would pay about \$50.00 a year

-Crowl – agrees about the need for a new fire station, but with the proposed location in the floodplain is concerned with displacement of water on neighboring properties

-S-S Director – while water will be displaced, assured that it will travel back to the river, not into the neighborhood

-Crowl – would like the design professionals to be paying close attention to that – is interested in renewable energy projects – any renewables used would be greatly appreciated – his constituents are concerned with loss of green space along the river and, moving forward, he would like that considered

-Fahl – is also hearing concerns in the neighboring area with regard to loss of green space, coupled with the installation of solar panels being discussed nearby – requested multiple public discussions in these neighborhoods to help ease concerns

-Grace – supports a levy necessary for the fire station – agrees, need sustainability efforts and good communication with the neighboring property owners

-Ziff – also supports the need for a levy – concerned with the risks posed to our firefighters in the current facility

-S-S Director – of the four (4) sites presented from an earlier study, this particular site has the best access to the entire City – fully recognizes concerns by the neighboring properties with regard to the impact, and public outreach is planned – timeframe, January, February, March will be reaching out to community in preparation for the levy in May – if approved, final design will follow with a 2023 construction season

-Crowl – asked about any concerns at the Rock Riffle/Stimson intersection to reach 33/32

-Rymer – this is already the fire route to the south end of the City – Rock Riffle, as it comes off Stimson, has enough pull off space for vehicles to pull over in order to provide enough area to accommodate the fire truck – corrections to the actual 33/32 interchange are being addressed and planned as an upcoming ODOT project – again, this is the most centralized location in the City to help with response times, and hopefully help with the City’s insurance rating

-Crowl – asked if the land across the river might be a possible location

-Rymer – it sits lower in the floodplain and would require even more elevation – also, it is a dangerous intersection with the 33/32 underpass

-S-S Director – that land is owned by the Hocking Conservancy District

-Risner – asked about any plans for Station 2 on Richland

-Rymer – if remaining levy funding is available an expansion for safety concerns could be a possibility

-Swank – asked whether access to the near east side would be through the roundabout to Morris Avenue and May

-Rymer – would not recommend a cut through as there are speed bumps, several stop signs and pedestrians – will avoid that unless, of course, they are responding to that neighborhood

-Swank – asked about the possibility of an access road extension from the roundabout to the corner of May and Morris Avenues

-Rymer – he is not proposing that

## **ITEMS NEEDED ON AN UPCOMING CITY COUNCIL AGENDA:**

1. Levy Ordinance and Resolution

# **MINUTES: NOVEMBER 22, 2021**

## **FINANCE & PERSONNEL COMMITTEE**

### **7:00 p.m.**

Members in Attendance:

Sam Crowl, Chair  
Jeff Risner, Vice-Chair  
Arian Smedley, Member

Administrators and/or  
Other Elected Officials:

President Knisely  
Mayor Patterson  
Service-Safety Director Stone

### **ITEMS DISCUSSED:**

- 2022 Operating Budget
  - Crowl – has reviewed the budget – would like the Administration to speak to the following: total budget is significantly lower than 2021 – more money in capital outlay – increase in most departments
  - Mayor – this budget is significantly less than 2021 in large part due to the pandemic, and being cognizant of revenue in 2022 – increase in capital outlay speaks to the need of being thoughtful about deferred maintenance
  - S-S Director – added, \$6.3 of the \$9 million in capital outlay is external funding as a part of ongoing projects – staff has been reduced, gaining efficiencies where possible through the pandemic, \$17.7 out of a \$44 million budget is pretty good – additional costs related to personnel, \$3.8 million, covers medical insurance for employees – this cost has been held flat through rigorous management of our self-insured healthcare – this brings personnel costs to about half of the City budget needed to provide required services to the community
  - McCarey – asked how this budget will meet the needs of potentially new staff members, for example filling positions in Code Enforcement
  - Mayor – this budget funds those positions currently listed in the staffing ordinance
- Clerk of Court (salary)
  - Crowl – this position is not under Council authority, however, if the Court revenue is less than its expenditures, Council will set the salary – HR recommended, based on the changes to the new non-union pay scale, this position would receive \$1.47 per hour increase
- Appropriations/Transfer
  - Crowl reported the following:
    - Appropriate (\$7,437.03) to CDBG for transfer to the following:
      - Transfer (\$2,153.68) from CDBG to Street Fund
      - Transfer (\$2,512.63) from CDBG to Water Fund

- Transfer (\$2,512.63) from CDBG to Sewer Fund
- Transfer (\$258.09) from CDBG to General Fund
  - Appropriate (\$25,000.00) to General Fund, Parking Enforcement
- Risner – asked about the reason for the shortfall
- S-S Director – indicative of higher usage
  - Appropriate (\$60,000.00) to Garbage Fund
- Crowl – additional information for this increase would be helpful
- S-S Director – will review this item with the Code Director and report back to Council

**ITEMS NEEDED ON AN UPCOMING CITY COUNCIL AGENDA:**

1. 2022 Budget
2. Clerk of Court (salary)
3. Appropriations/Transfers

# **MINUTES**

## **TRANSPORTATION COMMITTEE**

### **NOVEMBER 22, 2021 – 7:00 p.m.**

Members in Attendance: Jeff Risner, Chair  
Sam Crawl, Vice-Chair  
Ben Ziff, Member

Administrators and/or  
Other Elected Officials: President Knisely  
Mayor Patterson  
Service-Safety Director Stone

#### **ITEMS DISCUSSED:**

- ODOT (LPA agreement for upgrade/retrofit to LED lighting on US 33)
  - Risner – work includes luminaire replacement – total length of work in the City is approximately 1.27 miles
  - Crowl – supports this project, noting that the State will bear 100% of all of the costs of the improvement
  - S-S Director – this circuit is generally outside the City
  - Smedley – asked if this is part of a larger project, or isolated to this particular area
  - S-S Director – this is the last one in our area of the City – believes ODOT does these as lights age out on interstate routes throughout the State
  - Crowl – understands that there is additional work at this interchange, not just lighting

#### **ITEMS NEEDED ON AN UPCOMING CITY COUNCIL AGENDA:**

1. LPA/STATE Project