



## Committee of the Whole

### 1. Approval of Parks and Recreation Board Hiring Recommendation

Suzanne has requested Committee time for Council to consider authorizing the proposed hiring recommendation provided by the Parks and Recreation Board to fill the vacant Parks Director position.

#### *Administrative Recommendation*

The Parks and Recreation Board has completed their interviews and background checks for the prospective candidates for the vacant Parks Direction position and I recommend Council's support for the Parks and Recreation Board hiring recommendation.

#### *Council Action*

**Authorize the proposed Parks and Recreation Board hiring recommendation for the vacant Parks Direction position as presented.**

### 2. Authorization to Hire the new City Clerk

Suzanne has requested Committee time for Council to consider approving the hiring of the new City Clerk.

#### *Administrative Recommendation*

Council has completed their interviews and background checks for the prospective candidates for the vacant City Clerk position and I request Council's decision to proceed with the hiring.

#### *Council Action*

**Authorize the hiring of the preferred candidate for the vacant City Clerk position as presented.**

### 3. Consideration of Proposed Retirement Funding Policy

Hope has requested Committee time for Council to consider approving a new retirement funding policy that establishes uniform guidelines for the use of departmental funds to provide a retirement gift for City employees upon their retirement.

#### *Administrative Recommendation*

Various City departments have developed their own practices for retirement gifts for City employees. Working with the City department heads Hope has prepared a consistent and uniform retirement funding policy and I recommend Council's support.

#### *Council Action*

**Authorize the proposed retirement funding policy as presented.**

## Special Regular Council Session

The City Clerk has scheduled a Special Regular Council Session for Council to formally authorize the new Parks and Recreation Director and City Clerk position hires recommended in the preceding Committee session.

RETIREMENT



## Land Use Committee

### 1. Proposed Amendment to the Backyard Chicken Regulations

Bridget has requested Council's consideration of an amendment to the City's new backyard chicken regulations that would provide a mechanism to consider variances and appeals on a case by case basis. (attachment)

#### *Administration Recommendation*

Since adopting the new regulations we've had a couple of instances where variances were requested and we believe that it makes sense to define a process in the regulations that would provide for proper consideration of variances and appeals when necessary. I recommend Council's support for the proposed new subsection outlining a proposed variance and appeals process.

#### *Council Action*

**Authorize the proposed amendment to the Chapter 505 for the regulation of raising backyard chickens as presented.**



## Health & Safety Committee

### 1. Staff Report on Deer Population Management in Area Cities

At Council's request Melanie has requested Committee time to provide Council with an overview of the practices employed in area cities to manage the overpopulation of deer that can become a nuisance in city neighborhoods. (attachment)

#### *Administration Recommendation*

Receive the staff report.

#### *Council Action*

**Receive the staff report and direct staff accordingly.**



## Finance Committee

### 1. Authorize the Sale of a Used Police Patrol Vest

Chief Lee has requested Committee time to ask for Council's approval to sell a used Police patrol vest to a retired Kent Police Officer. The bullet proof patrol vests are sized and assigned to individual Officers and a recently retired Officer has asked to be allowed to purchase his former vest. (attachment)

#### *Administration Recommendation*

Chief Lee believes that given the age, wear and tear, and fitting of the used vest, it has limited reuse capabilities so she and I recommend Council's support to authorize the sale of the vest to the retired Officer.

#### *Council Action*

**Authorize the sale of the used Police patrol vest as presented.**



### 2. Certify Tax Rates and Amounts to Portage County

Dave Coffee has requested Committee time to seek Council's authorization to submit the City tax rates and amounts to the Portage County Auditor. This is an annual process that is required by Ohio Revised Code, Sections 5705.34 & 5705.35 to be submitted to the County Auditor before October 1<sup>st</sup> of each year. (attachment)

#### *Administration Recommendation*

Authorize and certify the tax rates and amounts for submission to the Portage County Auditor.

#### *Council Action*

**Authorize and certify the tax rates and amounts for submission to the Portage County Auditor as presented.**



## Finance Committee (continued)

### 3. Authorization to Apply for Ohio Municipal Bridge Funding



Jim Bowling has requested Committee time for Council to consider authorizing the submission of a capital funding request in the amount of \$1.5 million for Ohio Municipal Bridge funding for the bridge replacement on Sunrise Drive. (attachment)

#### *Administration Recommendation*

The Sunrise Drive Bridge over Fish Creek was constructed in 1968 and bridge inspections indicate that the structure needs to be replaced. The bridge replacement is part of a larger capital project on Sunrise Drive to resurface the road, replace water lines, and improve the sidewalk. I recommend Council's support.

#### *Council Action*

**Authorize submission of the funding request for \$1.5 million in Ohio Municipal Bridge funding as presented.**

### 4. Authorization to Apply for AMATS Street Resurfacing Funding



Jim Bowling has requested Committee time for Council to consider authorizing the submission of a capital project request in the amount of \$700,000 for AMATS streets resurfacing funding. The proposed project includes the resurfacing of Mogadore Road from Cherry Street to Summit Street. (attachment)

#### *Administration Recommendation*

I recommend Council's support for the submission of the AMATS funding request.

#### *Council Action*

**Authorize the submission of the AMATS resurfacing funding request as presented.**

### 5. 2019 Budget Appropriations Amendment



Dave Coffee has been working with the department heads to reconcile the approved 2019 budget line items and he has prepared the necessary appropriations amendments to reflect the changes needed to balance those line items. (attachments)

#### *Administration Recommendation*

I recommend Council's authorization of the appropriations amendments.

#### *Council Actions*

**Approve the 2019 budget appropriations amendments as presented.**

## Information Items

### 1. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for June 2019. In 2019 calls for service are up 17% (2,484 calls); traffic citations are up 14% (216 tickets); accident incidents are up 3% (9 incidents) and serious crimes are up 3% (8 cases). (attachment)

Chief Lee has provided a copy of the police statistics report for July 2019. In 2019 calls for service are up 16% (2,709 calls); traffic citations are up 10% (189 tickets); accident incidents are down 1% (3 incidents) and serious crimes are up 6% (20 cases). (attachment)

### 2. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for July 2019. In 2019 calls for fire service are up 10% (60 calls); fire mutual aid assistance is down 6 events as compared to 2018; and EMS responses are down 1% (19 calls). (attachment)

## Information Items (continued)

### 3. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for July 2019. Permit revenues were \$12,669.20 for July with the most permits being issued for HVAC Residential (34 permits). There were 44 code enforcement items in July. (attachment)

### 4. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of July 2019. Overall the City income tax collections are up 3.55% (\$300,648) from July 2018. Kent State University's collections thru the end of July are down 1.75% (\$52,964). (attachment)