



## Committee of the Whole

### 1. Boards and Commission Interviews

The City Clerk has scheduled time for Council to hold interviews for prospective candidates interested in filling vacancies on City Boards and Commissions.

### 2. Resolution in Support of ODNR's Cuyahoga River Water Trail Designation

John Idone has requested Committee time to request Council's consideration of a resolution in support of the designation of the Cuyahoga River as an official "water trail" by the Ohio Department of Natural Resources. (attachment)

#### *Administration Recommendation*

The Water Trail designation is intended to encourage greater tourism, educational, historical, cultural, recreational and eco-friendly activities on the Cuyahoga River and I recommend Council's support.

#### *Council Action*

**Adoption of the resolution in support of the Cuyahoga River water trail designation.**



## Community Development Committee

### 1. Proposed Updates to Title 7 City Housing Code

Bridget is requesting Committee time for Council's consideration of updates to the City's Title 7 Housing Code that are required to comply with changes in State building and fire codes. (attachment)

#### *Administration Recommendation*

It's important for City codes to remain current with State codes so I recommend Council's approval of the proposed updates to the City's Housing Code as presented.

#### *Council Action*

**Authorize the proposed updates to Title 7 of the City's Housing Code.**



## Health & Safety Committee

### 1. City/Portage County Public Defender Contract Renewal

Staff is requesting Council's authorization to renew the City's contract with the Portage County Office of the Public Defender for the purposes of legal counsel to indigent persons for the period of January 1, 2019 through December 31, 2019. (attachment)

#### *Administration Recommendation*

This is an annual contract renewal that Hope and I recommend for Council's authorization.

#### *Council Action*

**Authorize the renewal of the Portage County Public Defender's contract for 2019.**



## Health & Safety Committee (continued)

### 2. City Gas Tanks Emergency Services Contract Approval

Melanie has requested Committee time for Council's consideration to award an emergency services contract for the temporary installation of gas tanks to serve the City's vehicle fleet. The proposed contract would enable a fuel vendor to provide temporary fueling equipment for the City while the City investigates a long term solution to the declining condition of the existing fuel tanks and pumping apparatus. (attachment)

#### *Administration Recommendation*

Competitive proposals were obtained and the funding for this contract is included in approved CIP, so I recommend Council's approval.

#### *Council Action*

**Authorize the emergency fuel services contract as presented.**



## Finance Committee

### 1. Presentation of the Proposed 2019 City Operating Budget

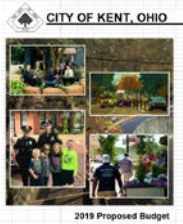
Dave Coffee has requested Committee time to present the proposed 2019 City Operating budget. (attachment)

#### *Administration Recommendation*

I recommend Council receive and authorize the proposed 2019 City Operating budget.

#### *Council Action*

**Authorize the proposed 2019 proposed City Operating budget.**



### 2. 2018 Budget Appropriations Amendment

Dave Coffee has been working with the department heads to reconcile the approved 2018 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 2018 budget appropriations amendments as presented.**



### 3. 2019 Position Allocation Ordinance

Dave Coffee and Suzanne have updated the position allocation ordinance for 2019 based on the positions proposed in the 2019 Operating Budget. (attachments)

#### *Administration Recommendation*

I recommend Council's authorization of the 2019 position allocation ordinance based on the proposed 2019 Operating Budget.

#### *Council Actions*

**Approve the 2019 position allocation ordinance.**





## Finance Committee (continued)

### 4. Proposed EPA Loan Agreement for Sanitary Sewer Pump Station Repair

Jim Bowling has requested Committee time for Council's consideration of a proposed new loan agreement with the EPA for funds to be used for the planned repair of the City's southwest sanitary sewer pump station. (attachments)

#### *Administration Recommendation*

The use of a low interest loan through the Ohio EPA is a prudent way to finance the large capital investment (\$2.1 million) that is needed to repair the southwest sanitary sewer pump station. Council approved this project in the 2019 Capital Improvement Plan and we have adequate funding in the sewer fund to pay the annual debt service. I recommend Council's approval as presented.

#### *Council Actions*

**Authorize the proposed City/EPA loan agreement for the planned repair of the southwest sanitary sewer pump station.**

### 5. Proposed New Administrative Federal Grants Policy

Dave Coffee and Hope have requested Committee time for Council's authorization of a new City administrative policy that better defines the City's internal procedures for the administration of federal grant funding. (attachments)

#### *Administration Recommendation*

The City's audit comments included a recommendation to formalize an internal City policy to manage and control for the proper administration of federal grant funding, and I recommend Council's support.

#### *Council Actions*

**Approve the proposed new administrative federal grants policy as presented.**



## Executive Session

Staff has requested an executive session for consideration of the proposed position, pay plan, and compensation and benefits updates for the City's General Compensation Plan for 2019.

## Information Items

### 1. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for October 2018. In 2018 calls for service are down 4% (790 calls); traffic citations are down 1% (24 tickets); accident incidents are down 7% (42 incidents) and serious crimes are down 10% (55 cases). (attachment)

### 2. Health Department Statistics

Jeff Neistadt has provided a copy of the statistical report for October 2018. Health Department revenues are up 0.8% (\$4,364.16) and permits are down 4% (18 permits) in 2018 from 2017. (attachment)

## Information Items (continued)

### 3. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for August 2018. Permit revenues were \$17,098.56 for August with the most permits being issued for Existing Commercial (48 permits). There were 10 code enforcement items in August. (attachment)

### 4. Notification of Approved Sidewalk Variance Request

As required by City Code, Jennifer Barone has provided a copy of the approved variance request for a portion of proposed sidewalk in front of 4263 Newcomer Road. The request is to eliminate sidewalk on the Newcomer Road frontage. The variance request was approved based on the rural nature of Newcomer Road and the lack of sidewalk to which to connect. (attachment)