



CITY OF KENT OHIO

DEPARTMENT OF PUBLIC SERVICE

TO: Dave Ruller, City Manager
FROM: Melanie A. Baker, Service Director
DATE: 11/29/2017
SUBJECT: Trash Service Bid

We are approaching the end of the contract term for the City's trash services contract (expires in March 2018) and as we are preparing the documents to rebid the contract, I am requesting Council Committee time to discuss some alternative combinations of services that other cities in our area have been able to use to reduce the costs of trash and recycling services for their residents that I think merit exploring as "alternate" bid items in our contract.

Although every community is unique, a number of communities have been able to leverage certain combinations of trash and recycling services to reduce costs. Based on the experience of those peer cities, I would like to keep our "base bid" the same as the current trash contract, but I would like to ask for alternative bids that would provide prices for varying degrees of service consolidation, automated trash collection, and a combined trash and recycling bid.

We are under no obligation to accept any of the alternative bids but I believe that having specific pricing information could help Council and the community determine the ideal mix for trash services and costs that best fits Kent for the next 5 year term of the contract.

Base Bid

The "base" bid for City trash services would include: 1) the five current service options; 2) the bulk items fee schedule; and 3) a cost for Spring Clean-up.

1. Current Service Subscription Options

Minimum Service:



Buy the Bag Service

10 Pack for \$20, Bulk items extra

Also known as "Buy the Bag Service" This allow residents to purchase a 10 pack of bags and place the bag out on garbage day. The bags are 30 gallon bags. The cost of the bags includes the disposal of trash. Bulk items are extra and defined with a cost.

30 Gallon Service:



30 Gallon Service

\$9.20 per month, Bulk items extra

This choice allows residents the ability to have a 30 gallon container / service that is picked up weekly. Bulk items are extra and defined with a cost. (30 gallon service can be the residents can or one supplied by hauler). Bulk items are extra and defined with a cost.

60 Gallon Service:



60 Gallon Service

\$10.30 per month, Bulk items extra

This choice allows residents the ability to have a 60 gallon container / service that is picked up weekly. Bulk items are extra and defined with a cost. (60 gallon service can be the residents can(s) or one supplied by the hauler.) Bulk items are extra and defined with a cost.

90 Gallon Service:



90 Gallon Service

\$13.40 per month, Bulk items extra

This choice allows residents the ability to have a 90 gallon container / service that is picked up weekly. Bulk items are extra and defined with a cost. (90 gallon service can be the residents can(s) or one supplied by the hauler). Bulk items are extra and defined with a cost.

Unlimited Service:



Unlimited Service

\$20.50 per month, Bulk items included

This choice allows residents the ability to have an unlimited amount of trash. Bulk items are included in this price. (Unlimited service can be the resident's cans or ones can be supplied by the hauler – these are usually 90 gallon containers.)

2. Bulk Items Fee Schedule

The "base" bid would also require submission of a price list for bulk items. Here's the bulk item fee schedule in the current trash services contract:

Window Air Conditioner	\$ 50	Refrigerator	\$ 75	Auto Parts (50 lbs. limit)	\$ 10
Shower/Tub	\$ 10	Sink	\$ 5	Construction debris	\$ 10
Sofa	\$ 10	Chair (upholstered)	\$ 5	Chair (wood)	No Charge
Bed Springs	\$ 5	Bathroom Tub	\$ 20	Dehumidifier	\$ 50
Stove/Oven	\$ 10	Dishwasher	\$ 10	Swing Set (disassembled)	\$ 10
Dryer	\$ 10	Table	\$ 5	Freezer	\$ 75
Television	\$ 10	Hot Water Tank	\$ 10	Tires on Rims (limit of 4)	\$ 10
Tires Rimless (up to 4)	\$ 10	Incinerator	\$ 10	Loose Debris (50 lbs.)	\$ 5
Toiler and Tank	\$ 5	Mattress	\$ 5	Washer	\$ 10

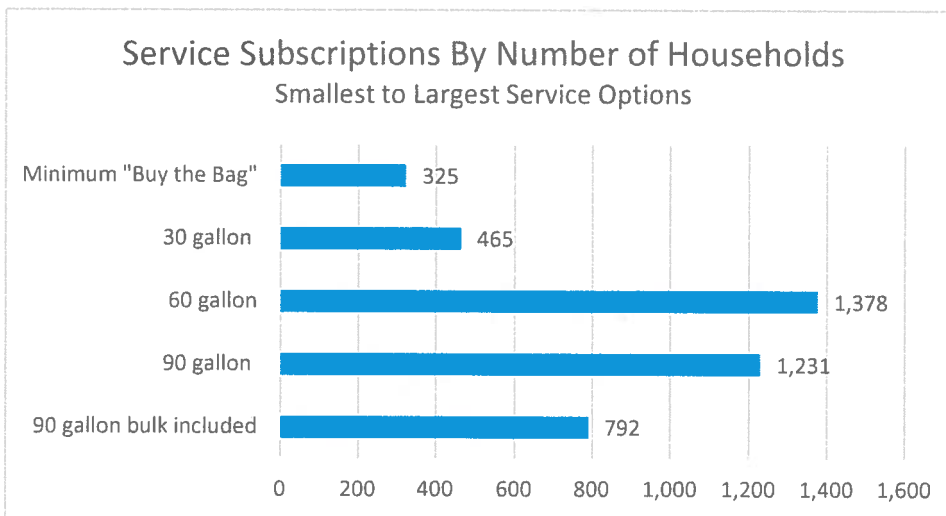
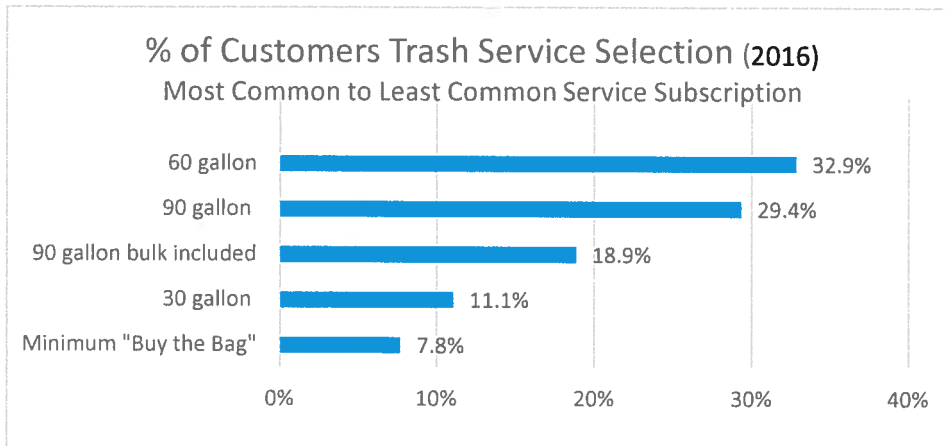
3. Spring Clean-Up Fee

Lastly, the base bid would include a cost for Spring Clean Up. The cost for 2017 was \$ 33,915.20.

Current Trash Service Subscription Levels

With 7 years of experience operating under the current contract we have data on what levels of trash service City residents have signed up for which provides a basis to evaluate subscription level options to see if there are any price advantages for alternative combinations of those services. My goal is to see if we can find ways to save Kent residents money on their monthly trash and recycling bills.

The following graphs illustrate the levels of trash services selected by Kent City residents:



In a comparison of 8 area cities, Kent offered the largest range of trash and recycling service options of any city. Kent allows residents to choose between 5 levels of trash service and 2 levels of recycling service (55 gallon or 95 gallon), while most of the other communities offer no more than 2 levels of trash service and a single recycling option. (See attached chart)

We're proud to offer a wide range of service options but I felt it was important to note that Kent residents may be paying more for those extra options. I'd like to price test that by looking at alternative bids which would include some consolidation of service categories.

If Council is willing, I would recommend inviting alternative bids on the following combinations:

“Base Bid” Plus Curbside Recycling Option

Alternate #1

5 Levels of Trash Service Plus Recycling in 1 Price

- would include the “Buy a bag,” 30 gallon, 60 gallon, 90 gallon, unlimited trash service
- would include curbside recycling with 55 gallon or 95 gallon recycling tote

Consolidated “Base Bid” Options for Automated Trash and Recycling

Alternate #2



30 gallon, 95 gallon

Consolidation from 5 to 3 Levels of Service Options

- would include the “Buy a bag,” 30 gallon tote and the 95 gallon tote for automated trash collection
- would eliminate 60 and 90 gallon cans and unlimited service options

(51% of current customers use the services to be consolidated)

Alternate #2A



65 gallon recycling bin

Combine Consolidated Trash with Recycling Service Bids

- would include a 65 gallon recycling tote for automated recycling collection

Alternate #3



30, 60, and 95 gallon

Consolidation from 5 to 3 Levels of Service Options

- would include a 30 gallon tote, 60 gallon tote, and 95 gallon tote for automated trash collection
- would eliminate “Buy the bag,” 90 gallon cans, and unlimited service options

(59.6% of current customers use the services to be consolidated)

Alternate #3A



65 gallon recycling bin

Combine Consolidated Trash with Recycling Service Bid

- would include a 65 gallon recycling tote for automated recycling collection

Alternate #4



30 gallon, 95 gallon

Consolidation from 5 to 2 Levels of Service Options

- would include the 30 gallon tote and 95 gallon tote for automated trash collection
- would eliminate "Buy the bag," 60 and 90 gallon cans, and unlimited service options

(37.8% of current customers use the services to be consolidated)

Alternate #4A



65 gallon recycling bin

Combine Consolidated Trash with Recycling Service Bid

- would include a 65 gallon recycling tote for automated recycling collection

Alternate #5



60 and 95 gallon

Consolidation from 5 to 2 Levels of Service Options

- would include the 60 gallon tote and 95 gallon tote for automated trash collection
- would eliminate "Buy the bag," 30 and 90 gallon cans, and unlimited service options

(37.8% of current customers use the services to be consolidated)

Alternate #5A



65 gallon recycling bin

Combine Consolidated Trash with Recycling Service Bid

- would include a 65 gallon recycling tote for automated recycling collection

Alternate #6



95 gallon

Consolidation from 5 to 1 Level of Service Option

- would include the 95 gallon tote option for automated trash collection
- would eliminate "Buy the bag," 30 gallon can, 60 gallon cans, 90 gallon and unlimited service options

(70% of current customers use the services to be consolidated)

Alternate #6A



65 gallon recycling bin

Combine Consolidated Trash with Recycling Service Bid

- would include a 65 gallon recycling tote for automated recycling collection

Alternate #7



65 gallon

Consolidation from 5 to 1 Level of Service Option

- would include the 65 gallon tote option for automated trash collection
- would eliminate "Buy the bag," 30 gallon can, 60 gallon cans, 90 gallon tote, and unlimited service options
(70% of current customers use the services to be consolidated)

Alternate #7A



65 gallon recycling bin

Combine Consolidated Trash with Recycling Service Bid

- would include a 65 gallon recycling tote for automated recycling collection

Each of the alternative bids would include a bulk item collection and fee schedule, as well as a cost for Spring Clean-up.

As we've experienced with the recent transition by the Portage County Solid Waste District to change over to automated recycling collection, there are efficiency, productivity and workforce safety gains to be achieved through automated collection – and those gains often translate into better pricing for residents.

Admittedly, there is a learning curve associated with moving from traditional garbage bags and cans to automated containers but the combination of cost advantages, sanitary, aesthetic and convenience benefits are significant enough that I felt obligated to recommend exploring those opportunities on our residents' behalf as alternatives in our upcoming bid.

Given the range of family and household sizes there is "no-one-size-fits-all" for trash or recycling services which is why I'd like to take a look at a wide range of bid options to give Council and the community as much information as possible to make their decisions on the next round of trash and recycling services in Kent.

Please note that under the base bid and any alternative scenarios, the respective services would remain on a weekly collection schedule.

The base bid, and all alternative bids, would be evaluated by staff and brought back to City Council for public discussion prior to the award of any bids. I expect those discussion to occur in early 2018.

Trash and Recycling options in local communities.

11/20/2017

As indicated below, we compared 8 other local communities trash and recycling options with the City of Kent.
 The chart indicates that most of the other cities only provide 2 or 3 options for trash and one option for recycling.
 The 95-gallon trash container and 65-gallon recycling container were the most widely used totes.

Types of Service	Kent	Akron	Aurora	Cuyahoga Falls	Hudson	Stow	Tallmadge	Warren	Youngstown
Minimum "Buy the Bag"	X		X			X			
Bulk Extra	X								
Bulk included			X						
30 gallon	X						X		
Bulk Extra	X								
Bulk included							X		
60 gallon	X		X						
65 gallon				X					
Bulk Extra	X		X						
Bulk included									

Types of Service	Kent	Akron	Aurora	Cuyahoga Falls	Hudson	Stow	Tallmadge	Warren	Youngstown
90 gallon	X								
95 gallon		X	X	X		X	X		
96 gallon					X			X	X
Bulk Extra	X								
Bulk included	X		X	X		X	X		
Bulk Limited								X	
Curb side						X		X	
Set Back						X		X	
Recycle									
55 gallon	X								
65 gallon - included		X	X	X	X	X	X		
95 gallon	X								
Opt out service					X				

I am still working on pricing and populations to take a quick look at pricing. At a quick glance it appears that the 95-gallon trash tote unlimited trash and the 65-gallon recycling tote which were the most popular combination appears to cost the resident between \$11.95 a month to \$16.00 a month. (This is unlimited bulk all year round.)

Our current rates are as follows:

Minimum "Buy the Bag"
30 gallon
60 gallon
90 gallon
90 gallon bulk included
Recycling per Portage County

\$20.00	per 10 bags.
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\$9.20	plus fuel surcharge / month. Bulk items extra and once a year large clean up.
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\$10.30	plus fuel surcharge / month. Bulk items extra and once a year large clean up.
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\$13.40	plus fuel surcharge / month. Bulk items extra and once a year large clean up.
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\$20.50	plus fuel surcharge / month. Bulk items included and once a year large clean up.
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\$ 2.21	/ month
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The fuel surcharge can range from as low as \$0.40 to as much as \$1.00 dependin on the federal government allowance as per the contract .

As you can see if you combine the numbers for the 30 gallon tote upto the 90 gallon tote choices for trash with the recycling number, we are in the ball park of moneys but without the over all service of bulk items year round.

Are residents are billed quarterly for trash by the hauler, and monthly for the recycling by the city.

Total users for each trash service offered.

	no. users	total users		% of users	
Minimum "Buy the Bag"	325	4192	0.077529	100	7.8
30 gallon	465	4192	0.110926	100	11.1
60 gallon	1378	4192	0.328721	100	32.9
90 gallon	1231	4192	0.293655	100	29.4
90 gallon bulk included	792	4192	0.188931	100	18.9

KENT POLICE DEPARTMENT

319 SOUTH WATER STREET KENT, OHIO 44240
330-673-7732

MICHELLE A. LEE
Chief of Police

TO: Dave Ruller
City Manager/ Safety Director

FROM: Michelle Lee
Police Chief

DATE: November 29, 2017

This memo is to advise you of the impending retirement of our police K-9, Aiko, who is nine (9) years old and in need of retiring. Aiko's handler, Sgt. James Ennemoser, recommends the retirement from police services. We would like Aiko's last day of police service to be Sunday, January 7th 2018.

Police canines are generally expected to be in police service for 5 to 7 years. Aiko has given the Kent community 8 years of outstanding service.

Sgt. Ennemoser has asked that Aiko remain a member of his family after retirement. Therefore, I am requesting the Law Department prepare City Council Ordinance authorizing "the transfer of Aiko's ownership to a designated qualified individual of the Police Chief's choosing". Ownership of Aiko to Sgt. James Ennemoser should become effective January 8th, 2018. A waiver of liability will be signed by Sgt. Ennemoser prior to Aiko's transfer.

Thank you for the consideration.

Cc: file
Ec: Tara Grimm, Clerk of Council
Jim Silver, Law Director



CITY OF KENT, OHIO

DEPARTMENT OF FINANCE

To: Dave Ruller, City Manager

From: David A. Coffee, Director of Budget and Finance

Date: November 29, 2017

Re: Final FY2017 Appropriation Amendments, Transfers, and Advances

The following appropriation amendments for the December 6, 2017 Council Committee Agenda are hereby requested:

Fund 106 – Parks and Recreation

Increase	\$ 120,500	Parks and Recreation / Capital – Addt'l funding for Parks and Recreation to execute purchase of property at 500 Middlebury Rd., Kent, Ohio, including estimated closing costs, as approved by KCC Ord. #2017-70 on 7/26/2017.
Decrease	\$ 25,000	Parks and Recreation / Capital – Decrease contingency funding for Portage Hike & Bike Rt 59 Trail Segment Project budgeted in 2017 that will not be needed per J. Idone 11/28/17 email. Funds were diverted to Hike & Bike Project from original building improvements allocation which will likely be amended back to this purpose in 2018.

Fund 302 – MPITIE

Increase	\$ 5,500	Capital / SVC-Capital Facilities – Addt'l appropriation to fund Portage County costs associated with PILOT (Payments In Lieu of Taxes) collections and distribution to the City of Kent from TIF District.
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The final appropriations amendment will reflect the remaining operating contingency funds as a separate item on the appropriations ordinance attachment. This will enable the transfer of contingency funds to either operating or personnel lines as needed.

I will continue to work with the Departments/Divisions during the next two weeks to resolve remaining or anticipated negative budget variances and would also request favorable consideration of any additional items that may be subsequently identified and included in the final appropriation amendment exhibit.

ORDINANCE NO. 2017-70

AN ORDINANCE AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO ENTER INTO AN AGREEMENT BETWEEN THOMAS F. AND SHARON A. HUNTER AND THE CITY OF KENT TO PURCHASE 500 MIDDLEBURY ROAD, KENT, OHIO FOR \$115,000.00 PLUS CLOSING COSTS FOR THE CITY OF KENT, OHIO, FOR USE BY THE PARKS & RECREATION DEPARTMENT, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Kent wishes to enter into an agreement with Thomas F. and Sharon A. Hunter to purchase 500 Middlebury Road, Kent, Ohio, for City of Kent, Ohio, for use by the Parks & Recreation Department; and

WHEREAS, Thomas F. and Sharon A. Hunter have agreed to said sale in the amount of \$115,000.00 plus closing costs; and

WHEREAS, time is of the essence in order for the Sellers to act on the proposed agreement as soon as possible.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Kent, Portage County, Ohio, at least three-fourths (3/4) of all members elected thereto concurring:

SECTION 1. That Council does hereby authorize the City Manager, or his designee, to enter into a Purchase Agreement with Thomas F. and Sharon A. Hunter for 500 Middlebury Road, Kent, Ohio, in the amount of \$115,000.00 plus closing costs for City of Kent, Ohio, for use by the Parks & Recreation Department in substantial compliance with the agreement labeled as Exhibit "A" attached hereto and incorporated herein.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council, this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: July 26, 2017
Date

Jerry T. Fiala
Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: July 26, 2017
Date

ATTEST: Tara Grimm
Tara Grimm, CMC
Clerk of Council

I, TARA GRIMM, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

TARA GRIMM, CMC
CLERK OF COUNCIL
(SEAL)



CITY OF KENT, OHIO

Human Resources Department

To: Mayor and Members of Council *ERS*
From: Suzanne Sternock, Human Resources Manager
Subject: Position Allocation Ordinance
Date: December 6, 2017

Attached is the City's Position Allocation list indicating the number of persons that may be employed by the City for the year 2018 with respect to each position, title, and work classification in the City. Each position is designated as full or part time in addition to the fund from which each position shall be paid.

CITY OF KENT ALLOCATION OF POSITION LIST

December 2017

DEPARTMENT/Division	Max. No. Auth.	Title	Civil Service Status	Fund or Schedule	Foot-Note
COUNCIL					
Council	1	Clerk of Council	UC	General	
CITY MANAGER					
City Manager	1	City Manager	UCM	General	
	1	Executive Asst. to City Mgr	UC	General	
	1	Human Resources Manager	UCM	Schedule D	
	1	IT & Communications Manager	UCM	Schedule K	
CIVIL SERVICE					
Civil Service	1	Civil Service Coordinator	P C	General	
LAW					
Law	1	Director	UCM	General	
	1	Assistant Director	P UCM	General	
	1	Asst. Director/Prosecutor	P UCM	General	
	1	Secretary	UC	General	
BUDGET & FINANCE					
General Accounting	1	Director	UCM	Schedule C	
	1	Controller	UCM	Schedule C	
	1	Operations Analyst	UC	Schedule C	1
	1	Senior Account Clerk	C	Schedule C	1
	5	Account Clerk	C	Schedule C	1
Income Tax	1	Tax Auditor	C	Income Tax	
SERVICE					
Administration	1	Director	UCM	Schedule E	
	1	Administrative Assistant	UC	Schedule E	
	1	Construction Clerk	C	Schedule E	
	1	Engineering Aide I	C	Schedule H	
Engineering	1	Deputy Service Director/ Superintendent of Engineering	UCM	Schedule B	
	2	Senior Engineer	CM	Schedule B	5
	1	Senior Engineer	CM	Schedule B	
	2	Engineering Technician	CM	Schedule B	5
	1	Engineering Aide II	C	Schedule B	

CITY OF KENT ALLOCATION OF POSITION LIST

December 2017

DEPARTMENT/Division	Max. No. Auth.	Title	Civil Service Status	Fund or Schedule	Foot-Note
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SERVICE - Cont.

Central Maintenance	1	Utilities Manager	UCM	Schedule A	
	1	Facilities Manager	UCM	Schedule A	
	1	Maintenance Worker/Carpenter	C	Schedule A	1
	3	Chief Operator	C	Schedule A	1
	3	Repair Operator	C	Schedule A	1
	8	Service Worker	C	Schedule A	1
	1	Service Technician/Gardener	C	Schedule A	1
	4	Laborer	C	Schedule A	1
	1	Account Clerk	C	Schedule A	1
Vehicle Maintenance	1	Master Mechanic	C	Schedule I	8
	3	Mechanic	C	Schedule I	8
Utilities	1	Water Plant Manager	CM	Water	
	1	Water Plant Chief Operator	C	Water	
	1	Water Lab Technician	C	Water	
	1	Plant Mechanic	C	Water	
	5	Water Plant Operator	C	Water	
	1	Laborer	C	Water	
	1	Water Reclamation Plant Mgr.	CM	Sewer	
	1	Chemist	UC	Sewer	
	1	Laboratory Technician	C	Sewer	
	1	Environmental Technician	C	Sewer	
	1	Plant Mechanic	C	Sewer	
	7	Water Reclamation Plant Operator	C	Sewer	
	1	Water Rec. Plant Chief Operator	C	Sewer	
	1	Equipment Technician	C	Schedule J	

PARKS & RECREATION

Parks & Recreation	1	Director	UCM	Parks & Recreation	
	1	Parks Supervisor	UCM	Parks & Recreation	
	1	Recreation Supervisor	UCM	Parks & Recreation	
	1	Account Clerk	C	Parks & Recreation	
	2	Park Maintenance Laborer	C	Parks & Recreation	
	1	Senior Parks Crew Leader	C	Parks & Recreation	
	15	Program Instructor	P C	Parks & Recreation	

CITY OF KENT ALLOCATION OF POSITION LIST

December 2017

DEPARTMENT/Division	Max. No. Auth.	Title		Civil Service Status	Fund or Schedule	Foot-Note
	2	Rec Center Coordinator	P	C	Parks & Recreation	
	1	Senior Citizen Coordinator	P	C	Parks & Recreation	
	4	Rec Center Leader	P	C	Parks & Recreation	
	19	Park Maintenance Worker	S	C	Parks & Recreation	
	4	Seasonal Laborer	S	C	Parks & Recreation	
KABC	5	Sports Coordinator	P	C	Parks & Recreation	
K-6 Child Care	1	Recreation Specialist	F	UC	Parks & Recreation	
	3	Rec Center Coordinator	P	C	Parks & Recreation	
	13	Rec Center Leader	P	C	Parks & Recreation	

SAFETY

Safety	1	Director		UCM	General	
Police	1	Chief		CM	See Footnote	6
	2	Captain		CM	See Footnote	5,6
	5	Lieutenant		CM	See Footnote	5,6
	4	Technical Sergeant		CM	See Footnote	5,6
	31	Police Officer		C		6
	1	Dispatch Coordinator		C	Income Tax Safety	
	1	Juvenile Counselor		C	Income Tax Safety	
	6	Detention Officer	P	C	Income Tax Safety	
	9	Clerk/Dispatcher		C	Income Tax Safety	
	3 **	Clerk/Dispatcher	P	C	Income Tax Safety	
	2	Compliance Officer		C	Income Tax Safety	
	1	Administrative Assistant		C	Income Tax Safety	
	1	Secretary		C	Income Tax Safety	
Fire	1	Chief		CM	See footnote	3,7
	1 ***	Assistant Chief		CM	See footnote	3,7
	3	Captain		CM	See footnote	3,5,7
	5	Lieutenant		CM	See footnote	3,5,7
	33	Firefighter		C	See footnote	3,7
	1	Fire Services Specialist		C	See footnote	3,7
	3 **	Firefighter Paid-on-Call	P	C	See footnote	3,7

** 3 Positions authorized as part-time.

*** Position authorized but not funded

CITY OF KENT ALLOCATION OF POSITION LIST

December 2017

<u>DEPARTMENT/Division</u>	Max. No. Auth.	Title	Civil Service Status	Fund or Schedule	Foot- Note
HEALTH					
Health	1	Health Commissioner	UCM	General	2
	1	Chief Sanitarian	C	General	2
	1	Administrative Assistant	UC	General	2
	1	Secretary	UC	General	2
	2	Public Health Sanitarian	C	General	2
	1	Accreditation Coordinator	C	General	
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COMMUNITY DEVELOPMENT					
Community Development	1	Director	UCM	General	4
	1	Grants & Neighborhood Programs Coordinator	C	General	4
	1	Administrative Assistant	UC	General	4
	1	Development Planner	C	General	4
	1	Economic Development Director	UCM	General	4
	1	Development Engineer	CM	General	5
Building	1	Building Services Supervisor	CM	Schedule D	
	1	Construction Clerk	C	Schedule D	
	2	Code Enforcement Officer	C	General	
	8	Inspector	P C	General	

KEY TO ABBREVIATIONS, FOOTNOTES & SCHEDULES

- UCM = Unclassified Management
- UC = Unclassified
- CM = Classified Management
- C = Classified
- Schedule A = 0.4 SCMR, 0.25 Water, 0.25 Sewer, 0.10 Storm Water
- Schedule B = 0.25 General, 0.25 Water, 0.25 Sewer, 0.25 Storm Water
- Schedule C = 0.25 General, 0.25 Income Tax, 0.25 Water, 0.25 Sewer
- Schedule D = 0.50 General, 0.25 Water, 0.25 Sewer
- Schedule E = 0.20 General, 0.20 Water, 0.20 Sewer, 0.20 Solid Waste, 0.20 Storm Water
- Schedule F = 0.40 Water, 0.25 SCMR, 0.25 Sewer, 0.10 Storm Water
- Schedule G = 0.50 General, 0.50 Sewer
- Schedule H = 0.25 Solid Waste, 0.25 Storm Water, 0.25 Sewer, 0.25 Water
- Schedule I = 0.50 SCMR, 0.25 Water, 0.25 Sewer
- Schedule J = 0.50 Water, 0.50 Sewer
- Schedule K = 0.70 General, 0.15 Water, 0.15 Sewer
- Footnote 1 = Paid from the following funds where applicable and appropriate: General, SCMR, State Highway Sewer, Water, Income Tax, Capital Improvement, Storm Water
- Footnote 2 = Time spent on Food Service, Revolving Housing and Swimming Pool Inspection activities to be charged to those funds
- Footnote 3 = Time spent at the West Side Fire Station to be charged to West Side Fire Fund not to exceed total fund appropriation
- Footnote 4 = Time spent on specific grant activities may be charged to specific grant funds
- Footnote 5 = Management entitled to overtime compensation
- Footnote 6 = Charged to Income Tax Safety
- Footnote 7 = Charged to Fire and E.M.S.
- Footnote 8 = Paid from the following funds where applicable and appropriate: General, SCMR, State Highway Sewer, Water, Income Tax, Capital Improvement
- Footnote 9 = Upon written notification of an employee's intent to vacate his/her position and the Department submittal of the City employee status form, the Police Chief or Fire Chief, with the approval of the Safety Director, is authorized to commence the normal steps and procedures to fill the position.

**KENT POLICE DEPARTMENT
OCTOBER 2017**

	OCT 2016	OCT 2017	TOTAL 2016	TOTAL 2017	
CALLS FOR SERVICE	2390	2046	24408	22171	
FIRE CALLS	387	438	3470	3657	
ARRESTS, TOTAL	231	174	1906	1661	
JUVENILE ARRESTS	12	23	84	124	
O.V.I. ARRESTS	11	8	157	145	
TRAFFIC CITATIONS	279	178	3084	2502	
PARKING TICKETS	938	1016	7164	10801	
ACCIDENT REPORTS	113	78	873	619	
Property Damage	63	43	583	347	
Injury	20	8	106	74	
Private Property	20	21	139	153	
Hit-Skip	3	5	26	31	
OVI Related	2	0	13	12	
Pedestrians	5	1	10	2	
Fatals	0	0	0	0	
U.C.R. STATISTICS					
Homicide	0	0	1	0	
Rape	0	0	0	1	
Robbery	2	2	10	8	
Assault Total	29	21	205	163	
Serious		6	1	48	29
Simple		23	20	157	134
Burglary	8	5	82	68	
Larceny	55	37	323	302	
Auto Theft	1	4	14	14	
Arson	0	0	2	0	
Human Trafficking:Servitude	0	0	0	0	
Human Trafficking:Sex Acts	0	0	0	0	
TOTAL	95	69	637	556	
CRIME CLEARANCES					
Homicide	0	0	2	0	
Rape	0	0	0	1	
Robbery	0	0	3	3	
Assault Total	21	14	174	135	
Serious		4	1	33	21
Simple		17	13	141	114
Burglary	2	3	20	19	
Larceny	4	3	53	50	
Auto Theft	0	1	3	2	
Arson	0	0	2	0	
Human Trafficking:Servitude	0	0	0	0	
Human Trafficking:Sex Acts	0	0	0	0	
TOTAL	27	21	257	210	

**City of Kent
Income Tax Division**

October 31, 2017

Income Tax Receipts Comparison - (Excluding 0.25% Police Facility Receipts)

Monthly Receipts

Total receipts for the month of October, 2017	\$1,215,670
Total receipts for the month of October, 2016	\$1,226,785
Total receipts for the month of October, 2015	\$1,148,218

Year-to-date Receipts and Percent of Total Annual Receipts Collected

	<u>Year-to-date Actual</u>	<u>Percent of Annual</u>
Total receipts January 1 through October 31, 2017	\$12,190,161	85.18%
Total receipts January 1 through October 31, 2016	\$11,943,705	84.51%
Total receipts January 1 through October 31, 2015	\$12,099,092	82.91%

Year-to-date Receipts Through October 31, 2017 - Budget vs. Actual

<u>Year</u>	<u>Annual Budgeted Receipts</u>	<u>Revised Budgeted Receipts</u>	<u>Year-to-date Actual Receipts</u>	<u>Percent Collected</u>	<u>Percent Remaining</u>
2017	\$ 14,311,290	\$ 14,311,290	\$ 12,190,161	85.18%	14.82%

Comparisons of Total Annual Receipts for Previous Nine Years

<u>Year</u>	<u>Total Receipts</u>	<u>Change From Prior Year</u>
2008	\$ 10,712,803	1.63%
2009	\$ 10,482,215	-2.15%
2010	\$ 10,453,032	-0.28%
2011	\$ 10,711,766	2.48%
2012	\$ 12,063,299	12.62%
2013	\$ 12,397,812	2.77%
2014	\$ 13,099,836	5.66%
2015	\$ 14,592,491	11.39%
2016	\$ 14,133,033	-3.15%

Submitted by

David A. Coffey

, Director of Budget and Finance

2017 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
(Excluding 0.25% Police Facility Receipts)
as of Month Ended October 31, 2017

Monthly Receipts				Comparisons	
Month	2015	2016	2017	Amount	Percent Change
January	\$ 1,133,206	\$ 1,154,690	\$ 1,228,846	\$ 74,156	6.42%
February	1,025,924	1,099,532	1,072,047	(27,485)	-2.50%
March	1,092,324	1,182,357	1,133,943	(48,413)	-4.09%
April	1,432,498	1,413,680	1,561,337	147,657	10.44%
May	1,188,681	1,226,790	1,233,090	6,300	0.51%
June	1,172,480	1,239,820	1,291,517	51,697	4.17%
July	1,844,744	1,070,843	1,161,945	91,101	8.51%
August	1,126,103	1,219,361	1,116,420	(102,941)	-8.44%
September	934,913	1,109,848	1,175,347	65,499	5.90%
October	1,148,218	1,226,785	1,215,670	(11,115)	-0.91%
November	1,262,728	1,020,285			
December	1,230,671	1,169,043			
Totals	\$ 14,592,491	\$ 14,133,033	\$ 12,190,161		

Year-to-Date Receipts				Comparisons	
Month	2015	2016	2017	Amount	Percent Change
January	\$ 1,133,206	\$ 1,154,690	\$ 1,228,846	\$ 74,156	6.42%
February	2,159,130	2,254,221	2,300,893	46,671	2.07%
March	3,251,454	3,436,578	3,434,836	(1,742)	-0.05%
April	4,683,953	4,850,258	4,996,173	145,915	3.01%
May	5,872,634	6,077,048	6,229,263	152,215	2.50%
June	7,045,114	7,316,868	7,520,780	203,912	2.79%
July	8,889,858	8,387,712	8,682,725	295,013	3.52%
August	10,015,961	9,607,073	9,799,145	192,072	2.00%
September	10,950,874	10,716,920	10,974,491	257,571	2.40%
October	12,099,092	11,943,705	12,190,161	246,456	2.06%
November	13,361,820	12,963,990			
December	14,592,491	14,133,033			
Totals	\$ 14,592,491	\$ 14,133,033			

2017 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
(Excluding 0.25% Police Facility Receipts)
as of Month Ended October 31, 2017

Monthly Receipts				Comparisons	
Month	2015	2016	2017	Amount	Percent Change
January	\$ 414,915	\$ 421,390	\$ 436,131	\$ 14,741	3.50%
February	380,146	385,108	398,208	13,099	3.40%
March	419,335	442,123	441,069	(1,054)	-0.24%
April	421,050	422,702	474,495	51,793	12.25%
May	410,426	459,795	428,818	(30,977)	-6.74%
June	445,804	410,589	425,646	15,057	3.67%
July	389,954	0	403,532	403,532	N/A
August	400,211	808,425	417,678	(390,748)	-48.33%
September	336,026	350,859	356,602	5,744	1.64%
October	407,766	469,297	471,742	2,445	0.52%
November	466,654	447,327			
December	424,587	438,817			
Totals	\$ 4,916,874	\$ 5,056,433	\$ 4,253,920		

Year-to-Date Receipts				Comparisons	
Month	2015	2016	2017	Amount	Percent Change
January	\$ 414,915	\$ 421,390	\$ 436,131	\$ 14,741	3.50%
February	795,061	806,499	834,338	27,840	3.45%
March	1,214,397	1,248,622	1,275,407	26,786	2.15%
April	1,635,447	1,671,324	1,749,902	78,579	4.70%
May	2,045,873	2,131,119	2,178,721	47,602	2.23%
June	2,491,676	2,541,708	2,604,367	62,659	2.47%
July	2,881,630	2,541,708	3,007,898	466,190	N/A
August	3,281,842	3,350,133	3,425,576	75,443	2.25%
September	3,617,868	3,700,992	3,782,178	81,186	2.19%
October	4,025,633	4,170,289	4,253,920	83,631	2.01%
November	4,492,287	4,617,616			
December	4,916,874	5,056,433			
Totals	\$ 4,916,874	\$ 5,056,433			

2017 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
(Excluding 0.25% Police Facility Receipts)

Comparisons of Total Annual Receipts for Previous Nine Years

Year	Total Receipts	Percent Change
2008	\$ 3,919,539	5.71%
2009	\$ 4,090,788	4.37%
2010	\$ 4,267,465	4.32%
2011	\$ 4,246,372	-0.49%
2012	\$ 4,436,666	4.48%
2013	\$ 4,603,095	3.75%
2014	\$ 4,778,094	3.80%
2015	\$ 4,916,874	2.90%
2016	\$ 5,056,433	2.84%

2017 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
Police Facility Dedicated Income Tax Receipts - 1/9 of Total (0.25%)
as of Month Ended October 31, 2017

Monthly Receipts				Comparisons	
Month	2015	2016	2017	Amount	Percent Change
January	\$ 141,635	\$ 144,319	\$ 153,588	\$ 9,269	6.42%
February	128,226	137,426	133,991	(3,435)	-2.50%
March	136,525	147,779	141,727	(6,052)	-4.10%
April	179,042	176,690	195,145	18,455	10.44%
May	148,568	153,332	154,119	787	0.51%
June	146,544	154,960	161,421	6,461	4.17%
July	230,567	133,840	145,227	11,386	8.51%
August	140,747	152,403	139,537	(12,866)	-8.44%
September	116,851	138,715	146,902	8,186	5.90%
October	143,511	153,331	151,942	(1,389)	-0.91%
November	157,823	127,521			
December	153,817	146,114			
Totals	\$ 1,823,856	\$ 1,766,430	\$ 1,523,599		

Year-to-Date Receipts				Comparisons	
Month	2015	2016	2017	Amount	Percent Change
January	\$ 141,635	\$ 144,319	\$ 153,588	\$ 9,269	6.42%
February	\$ 269,861	\$ 281,745	287,579	5,834	2.07%
March	\$ 406,386	\$ 429,524	429,306	(218)	-0.05%
April	\$ 585,428	\$ 606,214	624,451	18,237	3.01%
May	\$ 733,997	\$ 759,546	778,570	19,025	2.50%
June	\$ 880,540	\$ 914,506	939,992	25,486	2.79%
July	\$ 1,111,107	\$ 1,048,346	1,085,218	36,872	3.52%
August	\$ 1,251,854	\$ 1,200,749	1,224,755	24,006	2.00%
September	\$ 1,368,705	\$ 1,339,464	1,371,657	32,193	2.40%
October	\$ 1,512,216	\$ 1,492,795	1,523,599	30,804	2.06%
November	\$ 1,670,040	\$ 1,620,316			
December	\$ 1,823,856	\$ 1,766,430			
Totals	\$ 1,823,856	\$ 1,766,430			

2017 CITY OF KENT, OHIO
Comparison of Total Income Tax Receipts - Including Police Facility Receipts
as of Month Ended October 31, 2017

Monthly Receipts				Comparisons	
Month	2015	2016	2017	Amount	Percent Change
January	\$ 1,274,841	\$ 1,299,009	\$ 1,382,434	\$ 83,426	6.42%
February	\$ 1,154,150	\$ 1,236,958	1,206,038	(30,920)	-2.50%
March	\$ 1,228,849	\$ 1,330,136	1,275,670	(54,465)	-4.09%
April	\$ 1,611,541	\$ 1,590,370	1,756,482	166,112	10.44%
May	\$ 1,337,250	\$ 1,380,122	1,387,209	7,087	0.51%
June	\$ 1,319,024	\$ 1,394,780	1,452,938	58,158	4.17%
July	\$ 2,075,311	\$ 1,204,684	1,307,171	102,488	8.51%
August	\$ 1,266,850	\$ 1,371,764	1,255,957	(115,807)	-8.44%
September	\$ 1,051,764	\$ 1,248,563	1,322,249	73,686	5.90%
October	\$ 1,291,729	\$ 1,380,115	1,367,611	(12,504)	-0.91%
November	\$ 1,420,551	\$ 1,147,806			
December	\$ 1,384,487	\$ 1,315,157			
Totals	\$ 16,416,347	\$ 15,899,464	\$ 13,713,760		

Year-to-Date Receipts				Comparisons	
Month	2015	2016	2017	Amount	Percent Change
January	\$ 1,274,841	\$ 1,299,009	\$ 1,382,434	\$ 83,426	6.42%
February	2,428,991	2,535,966	2,588,472	52,506	2.07%
March	3,657,840	3,866,102	3,864,142	(1,960)	-0.05%
April	5,269,381	5,456,472	5,620,624	164,152	3.01%
May	6,606,631	6,836,594	7,007,833	171,239	2.50%
June	7,925,654	8,231,374	8,460,772	229,398	2.79%
July	10,000,966	9,436,058	9,767,943	331,885	3.52%
August	11,267,815	10,807,822	11,023,900	216,078	2.00%
September	12,319,580	12,056,385	12,346,149	289,764	2.40%
October	13,611,309	13,436,500	13,713,760	277,260	2.06%
November	15,031,860	14,584,306			
December	16,416,347	15,899,464			
Totals	\$ 16,416,347	\$ 15,899,464			

KENT HEALTH DEPARTMENT STATISTICAL REPORT 2017

3. A.

	Oct. 2017	YTD 2017	Oct. 2016	YTD 2016
HEALTH DEPT. \$ COLLECTED				
FamAbuse fund	\$ 1,012.50	\$ 11,593.54	\$ 1,105.50	\$ 11,329.54
Vital Stats Rev.	\$ 5,737.50	\$ 65,679.50	\$ 6,264.50	\$ 64,243.00
Child Abuse	\$ 2,025.00	\$ 23,180.96	\$ 2,211.00	\$ 22,673.46
State VS	\$ 6,075.00	\$ 69,543.00	\$ 6,633.00	\$ 68,031.00
B Perm Rev	\$ 29.50	\$ 285.00	\$ 20.00	\$ 272.50
B Perm State	\$ 147.50	\$ 1,425.00	\$ 100.00	\$ 1,365.00
Food Estab.	\$ 0.00	\$ 39,010.00	\$ 2,500.00	\$ 27,559.25
Food Service	\$ 1,880.00	\$ 80,453.50	\$ 1,326.00	\$ 77,764.75
SolWst Tickets	\$ 340.00	\$ 940.00	\$ 90.00	\$ 500.00
Housing	\$ 16,450.00	\$ 107,146.27	\$ 8,776.25	\$ 103,308.75
Swim Pools	\$ 0.00	\$ 8,565.00	\$ 0.00	\$ 8,102.50
SolWst(Trks)	\$ 0.00	\$ 1,575.00	\$ 0.00	\$ 2,950.00
Tattoo Parlors	\$ 0.00	\$ 885.00	\$ 0.00	\$ 800.00
*Misc	\$ 0.00	\$ 125.00	\$ 3.50	\$ 7,844.25
	\$ 0.00	\$ 41,004.22	\$ 0.00	\$ 14,761.50
MAC Claiming	\$ 0.00	\$ 15,704.83	\$ 0.00	\$ 15,917.94
Tobacco Grant	\$ 2,225.00	\$ 43,447.54	\$ 0.00	\$ 14,300.00
**ST Subsidy	\$ 0.00	\$ 26,176.00	\$ 0.00	\$ 22,882.00
TOTAL COLLECTED	\$ 35,922.00	\$ 536,739.36	\$ 29,029.75	\$ 464,605.44
TO STATE				
FamAbuse fund	\$ 982.11	\$ 11,242.74	\$ 1,072.33	\$ 10,024.91
Food Estabs	\$ 0.00	\$ 1,372.00	\$ 0.00	\$ 1,568.00
Bur.Permits	\$ 147.50	\$ 1,425.00	\$ 100.00	\$ 1,365.00
Child Abuse	\$ 1,964.25	\$ 22,485.56	\$ 2,144.67	\$ 21,992.23
State VS QTRLY	\$ 6,075.00	\$ 69,543.00	\$ 6,633.00	\$ 68,031.00
Food Service	\$ 0.00	\$ 4,170.00	\$ 56.00	\$ 6,816.00
Food Vendors*	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Swim Pools	\$ 0.00	\$ 1,185.00	\$ 0.00	\$ 1,365.00
Wells	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 9,168.86	\$ 111,423.30	\$ 10,006.00	\$ 111,162.14
TOTAL ASSETS	\$ 26,753.14	\$ 425,316.06	\$ 19,023.75	\$ 353,443.30
+Admin fee to Vital Stats	\$ 91.14	\$ 1,043.21	\$ 99.51	\$ 1,020.27
-3% FamAbuse	\$ 30.39	\$ 347.81	\$ 33.18	\$ 340.06
-3% ChildAbuse	\$ 60.75	\$ 695.40	\$ 66.33	\$ 680.21

STATISTICAL REPORT Cont.	Oct. 2017	YTD 2017	Oct. 2016	YTD 2016
PERMIT/lic.				
Food Estabs	0	43	0	50
Food Service (3 Temps)	0	118	2	141
FS Vending	0	23	0	23
Home Sewage	0	0	0	0
Housing	15	264	12	265
Solid Waste	0	35	0	43
Swim Pools	0	17	0	18
Septic Haul.	0	0	0	0
Tattoo Parlors	0	2	0	4
Other	0	0	0	0
TOTAL	15	502	14	544
MOSQ.CONT.				
Larvacide Hrs.	0.0	0.0	0.0	0.0
Adulticide Hrs.	0.0	0.0	0.0	0.0
* Tot Man Hrs	30.5	296.8	0.0	268.5
* Total man hours include sites treated and adulticiding hours.				
COMPLAINTS				
Received	10	101	14	82
Abated	14	89	10	71
LEGAL.COMPL.				
Filed	0	0	0	0
Pre-trials	0	0	0	0
Trials	0	0	0	0
COMM.DISEASE (not available)	0	20	0	77
IMMUNIZATIONS	44	152	39	260
BIRTH Copies issued	257	3196	300	3265
DEATH Copies issued	418	4531	437	3855