

June 28, 2017



Public Hearing

The City Clerk has scheduled a public hearing to receive comments on the City's estimate of resources and expenses contained in the City's Proposed 2018 Tax Budget that must be submitted to Portage County.

Special Council Meeting

1. Proposed 2018 County Tax Budget

Dave Coffee prepared the draft 2018 Tax Budget for Council's approval. This budget document is required by the County for notification of any changes to the tax rate in the next budget. Our draft County Tax Budget proposes no changes to the tax rates in the City. (attachment)

Administration Recommendation

With no proposed changes to the tax rates, approval of the County tax budget is primarily procedural and I encourage Council's authorization of the tax budget. We will get into our annual City budget deliberations in greater detail in October.

Council Action

Authorize submission of the City's 2018 Tax Budget to the County.

Committee of the Whole

The City Clerk has scheduled Committee of the Whole time to provide Council an opportunity to interview prospective candidates for vacant positions on City Boards and Commissions.

Community Development Committee

1. Discussion on LGBT Community Public Accommodations Language and Oversight Commission

Bridget Susel and Jim Silver have requested Committee time to provide Council with additional information concerning the possibility of adding public accommodations language to the City's Codes for protected classes and to create a citizen oversight commission as an alternative appeal and enforcement mechanism. (attachment)

Administration Recommendation

Since Council has just recently expanded the protected class language to include the members of the LGBT community, staff suggests monitoring the impacts of those changes before concluding that the processes that have successfully protected the other classes for years will not work for the LGBT community and need to be fixed.

Council Actions

Receive the staff report and direct staff accordingly.



Community Development Committee (continued)

2. Lappin Farm Right of Way Dedication

Jen Barone has requested Committee time for Council's consideration to accept a right of way dedication of a portion of the Lappin Farm property that extends to the middle of Newcomer Road. (attachment)

Administration Recommendation

The Farm is being split into five parcels so this is an appropriate time to remedy the street right of way designation. I recommend Council's support.

Council Action

Authorize the acceptance of the street right of way dedication as presented.



3. City Hall Project Update

Melanie has requested Committee time to provide Council with an update on our progress to solicit an architectural firm to design the new City Hall building. The City received 7 submissions from architectural firms that responded to the City's Request For Qualifications and Melanie will outline the process proposed to narrow that list down to the most qualified and responsive firm.

Administration Recommendation

Receive the staff report.

Council Action

No action needed.



4. LN Gross Building Redevelopment Lease Agreement

Bridget, Tom, and Jim Silver have requested Committee time to outline the need to replace the previously approved property sale agreement (for the construction of parking lots adjacent to the LN Gross building on Gougler Avenue) to a lease agreement. After Council's approval of the land sale agreement environmental soil conditions were found to be present on portions of the City property that will require the City to clean up and/or mitigate. The lease agreement allows the redevelopment of the property to continue while the City completes the necessary environmental work. (attachment)

Administration Recommendation

The discovery of the environmental soil conditions precludes the ability of the City to sell the property until the necessary environmental actions can be completed. Under the lease agreement the City will not be paid (\$200,000) for the property but the City maintains ownership of the land while the developer agrees to perform all of the infrastructure improvements on the City owned land. I recommend Council's approval.

Council Action

Authorize the lease agreement in replacement of the land sale agreement as presented.



5. Proposal to Create a Senior Citizens' Advisory Committee

Council has requested Committee time to discuss Councilmember Long's suggestion of creating a Senior Citizens' advisory committee.

Administration Recommendation

Discuss and direct staff accordingly.

Council Action

Discuss and direct staff accordingly.



Streets, Sidewalks & Utilities Committee

6. Modification Request for Panini's License to Occupy



Jim Bowling and Tom Wilke have requested Committee time to discuss Panini's request to modify the license agreement previously approved by City Council for the expansion of their outdoor seating area along Haymaker Parkway. The original rendering for the expanded patio included the extension of a stone wall similar to the stonework included in the Community Sign pedestal. However, the price of that wall was determined to be cost prohibitive so representatives for Panini's have asked if Council would authorize a less expensive fence option (rendering attached). (attachment)

Administrative Recommendation

The revised fence plan seems appropriate and consistent with look of the property, it provides a more open view which should help provide a greater sense of connectivity and activation from the private property interior to the public space exterior, and they have committed to add even more landscaping than they had planned under the stone wall option. I recommend Council's support.

Council Action

Authorize the modification to the Panini's license to occupy.

7. Floral Shop License to Occupy on S. Water Street



Jim Bowling has requested Committee time for Council to consider a request to issue a license to occupy a portion of the sidewalk right of way to the Kent Floral Company at 1109 S. Water Street. Jim reports that as part of the SR43 signal improvement project, it was noted during the right of way phase that Kent Floral had planter boxes partially located in the sidewalk right of way. Jim recommends legally authorizing those planter boxes through the issuance of a license to occupy. (attachment)

Administrative Recommendation

I recommend Council's support to issue the license to occupy for Kent Floral planter boxes adjacent to their florist shop.

Council Action

Authorize the license to occupy the right of way to Kent Floral as presented.

8. Chamber of Commerce Queen of Hearts Event Request



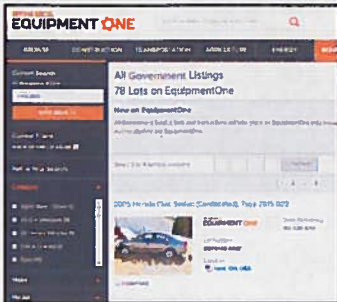
Tom has requested Committee time to present a request from the Kent Chamber and the operators of the Queen of Hearts events to host a new Queen of Hearts event in downtown Kent on August 27, 2017 from 1 pm to 7 pm. Similar to the other Queen of Hearts event held downtown, the event organizers have requested authorization to sell alcohol in designated areas. Proceeds from the 50/50 raffle would go to support the Burbick Foundation. (attachment)

Administration Recommendation

The City Police, Fire, and Service department staff will review the event application and as long as the event is able to comply with their conditions, I recommend Council authorize the event.

Council Action

Receive the staff report and direct staff accordingly.



Finance Committee

9. Ballot Legislation Consideration for New Parks & Recreation Facility

John Idone has requested Committee time for Council's consideration to authorize the submission of the proposed \$17,500,000 construction bond issue for the new Park and Recreation facility to the County Board of Elections for the November 2017 ballot. The County estimates the millage for the facility to be 2.880 mils. (attachment)

Administration Recommendation

Dave Coffee and I recognize the value of the proposed facility to the community, and the proposed millage has been determined to be adequate to finance the debt for construction, but we remain cautious over the uncertainty of the operating cash flows. As long as Council can ensure that General Fund City revenues will not be used to supplement any operating shortfalls, we recommend your support.

Council Action

Discuss the legislation and direct staff accordingly.

10. City Bond Anticipation Notes Renewal

Dave Coffee has requested Committee time for Council's consideration of the City's debt team recommendations to renew and re-fund \$5,995,000 of the City's outstanding debt. Dave is recommending to continue the City's short term debt strategy to take advantage of the competitive short term (1 year) note rates with an estimated interest savings of \$160,000. Dave is also requesting issuing the final bond required for the construction of the new Police Station (\$3.5 million) (attachment)

Administration Recommendation

I recommend Council's support for the proposed short term debt issuance.

Council Action

Authorize the debt ordinances as presented.

11. Authorization of City Surplus Property Auction

Melanie is requesting Council time to authorize the annual City surplus property auction. Melanie has provided a list of the items (attached) that are proposed for sale. Similar to previous years, we plan to use an online bidding service. (attachment)

Administration Recommendation

I recommend Council's authorization to proceed with the surplus City property sale as presented.

Council Action

Authorize the surplus City property sale.

Land Use Committee

12. Consideration of City Support for Paris Climate Agreement

Council requested Committee time to consider possible City actions that could be taken to support the goals of the Paris Climate Agreement. A summary of actions taken by other cities is attached for your information. (attachment)

Administration Recommendation

Discuss and direct staff accordingly.

Council Action

Discuss and direct staff accordingly.

Executive Session

The staff have requested an executive session to discuss land acquisition.

Information Items

1. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for May 2017. In 2017 calls for fire service are up 2% (7 calls); fire mutual aid assistance is up 3 events in 2017; and EMS responses are up 11% (151 calls). (attachment)

2. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for May 2017. In 2017 calls for service are down 7% (858 calls); traffic citations are down 16% (276 tickets); accident incidents are down 39% (203 incidents) and serious crimes are up 9% (23 cases). (attachment)

3. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of May 2017. Overall the City income tax collections are up 2.50% (\$152,215) from May 2016. Kent State University's collections thru the end of May are up 2.23% (\$47,602). (attachment)

4. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for April 2017. Permit revenues were \$34,345.22 for April with the most permits being issued for Engineering residential (21 permits). There were 6 code enforcement items in April. (attachment)

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for May 2017. Permit revenues were \$9,435.54 for May with the most permits being issued for Existing residential (24 permits). There were 14 code enforcement items in May. (attachment)

