



Public Hearings

The City Clerk has scheduled 3 public hearings at the start of the Regular Council meeting beginning at 7 pm.

The first public hearing is to receive comments on the City's estimate of resources and expenses contained in the City's Proposed 2017 Tax Budget that must be submitted to Portage County.

The second public hearing is to receive public comment on Davey Tree's request to designate their building at 905 Bryce Road as "historically significant."

The third public hearing is to receive public comment on the proposed Rootstown Kent JEDD ballot initiative.

Community Development Committee

1. Rootstown JEDD Agreement and November Ballot Initiative

The recent decision by the Rootstown Township to place the new Rootstown-Kent JEDD on the November 2016 ballot requires approval of the final terms of the JEDD Agreement. The general terms and conditions of the Agreement that were presented to Council earlier this year remain unchanged. The City will administer the financial activities of the JEDD and share in a portion of the revenues – estimated at \$75,000 to \$100,000 per year. (attachment)

Administration Recommendation

The ballot process is a legal option to create a JEDD and I recommend Council's support.

Council Action

Authorize the proposed new Rootstown Kent JEDD to be forwarded to the County Board of Elections for a vote in the November election.

Special Council Meeting

1. Rootstown JEDD Agreement and November Ballot Initiative

Council Action

Authorize the proposed new Rootstown Kent JEDD to be forwarded to the County Board of Elections for a vote in the November election. (see Committee notes above)

2. Proposed 2017 County Tax Budget

Dave Coffee prepared the draft 2017 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 2017 Tax Budget to the County.



Work Session

The City Clerk has scheduled a Work Session for Council to consider candidates for vacant positions on City Boards and Commissions.

Finance Committee

2. Designating Depositories (banks) for City Business



Dave Coffee has requested Committee time to obtain Council's authorization to proceed with establishing "active, interim and inactive" deposit limits for City funds effective 9/16 thru 9/21 and approve the list of qualified depository banks to receive those deposits.

Administration Recommendation

Approve the deposit parameters and depository list as presented.

Council Action

Adopt the Ordinance designating City depository institutions and deposit parameters.

3. City Bond Anticipation Notes Renewal



Dave Coffee has requested Committee time for Council's consideration of the City's debt team recommendations to renew (\$2.91 million) and re-fund (\$630,000) 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 \$97,000. (attachment)

Administration Recommendation

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

Council Action

Authorize the debt ordinances as presented.

4. Central Maintenance Account Clerk Position



Jim Bowling has requested Committee time for Council's consideration to amend the Position Allocation Ordinance to allow a vacant Laborer position to revert back to an Account Clerk position in Central Maintenance. Council had previously authorized the conversion of the Account Clerk position to a Laborer position and while that change has had some operational benefits it has left the administration services short-handed and as a result operating personnel are having to be re-assigned to perform administrative work. (attachment)

Administration Recommendation

I support the effort of Central Maintenance to experiment with different staffing mixes to optimize operations. However, in this case the reclassification needs to be revised and I recommend Council's support for the reversion of the vacant Laborer position back to an Account Clerk position.

Council Action

Authorize the modification of the Position Allocation Ordinance as presented.

Streets, Sidewalks & Utilities Committee

5. ODOT Participation Agreement to Resurface SR261

Jim Bowling has requested Committee time to present ODOT's request for the City to enter into a "project participation agreement" for a resurfacing project on SR 261 (from City western border continuing east for 1.9 miles). The resurfacing will include an asphalt pavement overlay and minor bridge repairs over Plum Creek and the Wheeling and Lake Erie Railroad. The City's 20% share is estimated at \$306,520 on the \$1.5 million project. (attachment)

Administrative Recommendation

Jim notes that the City matching funds are included in the capital budget for 2018 and I recommend Council's approval.

Council Action

Authorize the staff to enter into the ODOT project participation agreement.



Community Development Committee (reconvened)

6. Semi-Annual EDA Revolving Loan Fund Certification

The City is required to submit a semi-annual report of the activities performed with the revolving loan fund that were capitalized with EDA funds. City Council is being asked to pass a resolution certifying the current report. (attachment)

Administrative Recommendation

The City's RLF Committee met on May 23rd and unanimously approved the RLF report for October 2015 – March 2016 and I would urge Council's adoption.

Council Action

Approve and certify the EDA Revolving Loan Fund report for FY 2016.



7. Panini's Request for a License to Occupy City Right of Way

Jim Bowling has requested Committee time for Council to consider granting Panini's a license to extend their outdoor patio into the City Right of Way on Haymaker Parkway in downtown Kent. Jim has been working with Panini's to define the terms by which Panini's would be allowed to expand their outdoor seating up to the back of the community bulletin board. Jim notes that the existing landscape in the area will remain (or be relocated) to allow for the additional seating. (attachment)

Administration Recommendation

The City Right of Way in question is not being used and Jim has developed terms that protect the City's interests in the Right of Way, so I recommend Council approve the request and support a Kent business.

Council Actions

Authorize the license to occupy the Right of Way to Panini's.



8. Request for Historic Designation of Davey Property at 905 Bryce Rd

Bridget Susel has requested Committee time to present a request by Davey Tree to obtain the City's designation of a "locally significant historic property" for their company building at 905 Bryce Road. The City's Committee on Design and Preservation unanimously approved this request at their June 14th public meeting. (attachment)

Administration Recommendation

As a certified local government, the City has been authorized by the State to designate properties that have been deemed to have local historic significance and I recommend Council's support for this designation request.

Council Action

Authorize the historic designation as presented.





Community Development Committee (continued)

9. Special Event Valet Parking

Bridget Susel and Chief Lee have requested Committee time for Council's consideration of a proposal from PARTA to institute a new valet parking service for special events. PARTA is requesting the ability to work with City staff to temporarily (1-2 hours) close Erie Street to thru traffic between Haymaker Parkway and Depeyster Street during special events to allow for a safe, convenient and efficient valet drop off zone. (attachment)

Administration Recommendation

The City's Traffic, Engineering and Safety Committee support the requests and I recommend Council's approval on a trial basis for a period of one year.

Council Action

Authorize the pilot special event program for a period of one year.

Information Items

1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of May 2016. Overall the City income tax collections are up 3.48% (\$204,414) from May 2016. Kent State University's collections thru the end of May are up 4.17% (\$85,246). (attachment)

2. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for April and May 2016. In 2016 calls for fire service are up 2% (8 calls); fire mutual aid assistance is down 3 events in 2016; and EMS responses are down 2% (24 calls). (attachment)