



## Special Council Meeting

### 1. Sale of Surplus Fire Truck

With the purchase of a new Fire ladder truck last summer, Chief Tosko has requested Council's authorization to sell the old ladder truck that has been retired from the City fleet. The retired ladder truck was put up for sale on a web-based auction site for fire apparatus (Firetech) and Chief Tosko reports that after 3 months on line the City received one offer of \$20,000 to purchase the truck.

#### *Administrative Recommendation*

The retired ladder truck has been removed from duty and I recommend authorizing the sale of the 1991 fire vehicle for \$20,000.

#### *Council Action*

**Authorize the sale of the retired fire truck for \$20,000.**



## Work Session

### 1. Dan Smith Community Park Update

Jim Bowling has requested work session time to provide Council with an update on the progress of the plans for the new Dan Smith Community Park. Jim will review the elements of the park and discuss the plans for a fund raising campaign. (attachment)



## Community Development Committee

### 1. Main Street Kent Update and Report

Bridget Susel has requested Committee time for Main Street Kent to report progress on their 2014 program activities and events. (attachment)

#### *Administrative Recommendation*

Receive the report from Main Street Kent.

#### *Council Action*

**No action necessary.**



### 2. TRES Liquor License Request

Bridget Susel has received a request from a new business in Kent, The Kent Cheesemonger, to transfer an available TRES liquor license into Kent to support the new wine and cheese business. The business will be located in the Acorn Alley Plaza area and will serve specialty cheese and wines. Bridget will discuss the match between the criteria Council established for the consideration of TRES licenses and the proposed new business. (attachment)

#### *Administrative Recommendation*

Council's TRES policy allows TRES requests to be considered on a case by case basis subject to the evaluation criteria and Council's best judgment. Bridget considers this new business a positive addition to downtown Kent's specialty retail options and I recommend Council's support for the TRES transfer.

#### *Council Action*

**Authorize the TRES license transfer request as proposed.**



## Health & Safety Committee



### 4. Parking Ordinance Changes for the Main Street Bridge

Chief Lee has requested Committee time to seek Council's approval to modify the parking ordinance restrictions for the Main Street Bridge to match the new parking patterns on the bridge. The existing parking ordinance includes a 2 hour parking limitation for the north side of the bridge. With the recent addition of parallel parking on both sides of the bridge, Council needs to add the 2 hour restriction to the south side as well. (attachment)

#### *Administrative Recommendation*

It makes sense to have uniform parking restrictions on both sides of the Main Street Bridge so I recommend Council's support for the proposed text change to the parking ordinance.

#### *Council Action*

**Authorize the proposed addition to the parking ordinance to reflect the new parking patterns on the Main Street Bridge.**

## Street Sidewalk & Utility Committee

### 5. Allen Drive Bridge Easement

Jim Bowling has requested Committee time request Council's authorization for the City to donate a portion of the roadway adjacent to the bridge (.009 acres) to the Ohio Department of Transportation for the repair of the Allen Drive Bridge. Jim notes that the City owns the right of way being requested by ODOT for the completion of the bridge repair. The donation is valued at \$300. (attachment)

#### *Administrative Recommendation*

By having ODOT agree to perform this bridge repair the City saved an estimated \$980,000 so I recommend Council's support to donate the \$300 easement to enable ODOT to complete the project.

#### *Council Action*

**Authorize the donation of the easement for Allen Drive bridge as presented.**

### 6. Crossings at Golden Pond Easement

Jen Barrone has requested Committee time for Council's consideration to accept a stormsewer easement resulting from stormwater management at the Crossings project on Sunnybrook Road. Jen reports that the easement between the Crossings Condo Association and the adjoining homeowner has been recorded but it requires Council's official acceptance of the easement. (attachment)

#### *Administrative Recommendation*

I recommend Council's support for acceptance of the easement as presented.

#### *Council Action*

**Authorize the acceptance of the stormsewer easement as presented.**



## Finance Committee

### 7. SAFERS Fire Personnel Grant



Chief Tosko has requested Committee time to discuss the opportunity to apply for SAFER (Staffing for Adequate Fire & Emergency Response) grant funds in the amount of \$500,669 spread over 2 years. Chief Tosko has been working to develop a plan to submit a SAFER funding request so that the Chief can hire 3 additional firefighters (1 per shift) using the grant funds. The Chief will review the terms of the grant, impact on operations (including estimated overtime savings) and the City's options once the grant funds expire in two years.

The Chief believes that the hiring of the 3 additional firefighters should reduce overtime significantly enough so as to be able to offset the majority of the costs of the new personnel after the grant expires in 2 years. The 2 year grant period should give us adequate time to quantify actual overtime savings and if the overtime savings are not achieved as expected the Fire Department has two retirements scheduled that coincide with the end of the grant so we believe it could be possible to maintain the new hires by back-filling the retirement vacancies with minimal impact on the budget. (attachment)

#### *Administrative Recommendation*

We have known for some time that our Fire department is not at the optimum level of staffing, both in terms of effectiveness and costs, but due to severe budget limitations we have not been able to come up with a plan to add staffing. Dave Coffee, the Chief and I believe that this round of SAFER grant funding comes at a time that affords the City a unique opportunity to take advantage of the grant funds and I recommend Council's support to submit the SAFER grant request.

#### *Council Action*

**Authorize the staff to submit a SAFER grant request for 3 additional firefighter/EMS positions as presented.**

### 8. Health Department Part-Time Position Appropriation



Jeff Neistadt and Dave Coffee have requested Committee time for Council to authorize the appropriation of funding necessary to advertise and fill the new part-time health sanitarian/accreditation department position that was approved in the 2015 Operating Budget. (attachment)

#### *Administrative Recommendation*

Jeff reports that the additional revenues received by the Health Department (increase of \$150,000) will pay for the costs (\$28,000) of hiring the new part position. I recommend Council's support to appropriate the necessary funds.

#### *Council Action*

**Authorize the appropriation of funds for the new part time sanitarian position.**

### 9. Health Board Request to Increase Health Commissioner Salary



On behalf of the Kent Board of Health, Liz Zorc has requested Committee time to present the Board of Health's request for Council to authorize an increase in the annual salary of the Health Commissioner. The Health Commissioner is currently at the top of his salary range (\$68,810 to \$93,088, Management II) and the Health Board is requesting a move to Management I, \$71,236 to \$99,972. Liz will review the details of the salary ranges and pay grades. (attachment)

#### *Administrative Recommendation*

I share the Health Board's enthusiasm and respect for the excellent work being led by the Health Commissioner but the City's salary ranges were established in our compensation plan based on the work required by the position, not the person performing the work, so I am recommending to respectfully decline the request.

#### *Council Action*

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



## Finance Committee (continued)

### 10. 2015 Budget Appropriations Amendment

Dave Coffee has been working with the department heads to review the 2014 capital carry-over items that need to be re-appropriated for work planned in 2015. Dave has included those items in a budget appropriation amendment. (attachment)

#### *Administration Recommendation*

I recommend Council's authorization of the budget appropriations amendment.

#### *Council Actions*

**Approve the 2015 appropriations amendment as presented.**

### 11. Consideration of the Purchase Offer on the City Admin Building

I have requested Committee time to provide Council with an update regarding further discussions with the prospective buyer of the City's Administration buildings on Depeyster Street.

#### *Administration Recommendation*

Receive the staff report and direct staff accordingly.

#### *Council Actions*

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



## Information Items

### 1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of December 2014. Overall the City income tax collections are up 5.66% (\$702,024) from December 2013. Kent State University's collections thru the end of December are up 3.80% (\$174,999). (attachment)