

July 29, 2015



Streets, Sidewalks & Utilities Committee

1. Sewer Financial Assistance Request

Gene Roberts has requested Committee time to review the City's Sewer Ordinance for designation of the repair responsibilities between the City and the property owner. The review of the City's Sewer Ordinance comes as a result of Council's referral of a request from a resident to receive financial assistance from the City to repair a portion of a broken sewer lateral which lies beneath the City street and makes the private repairs more costly. (attachment)

Administrative Recommendation

Gene Roberts has polled the surrounding jurisdictions and he has prepared a summary of the range of financial assistance that some local governments have chosen to offer their residents under similar circumstances. Gene, Dave Coffee and I believe that it may be appropriate to consider some modest financial assistance under specific circumstances, if that is the direction that Council wishes to pursue.

Council Action

Receive the staff report and direct the staff accordingly.

Health & Safety Committee

2. Proposed East Day Street Parking Modification

Chief Lee has requested Committee time to present on street parking changes for Day Street that were recommended by the City's Traffic Engineering and Safety Committee. The Committee recommends updating the parking requirements for E. Day Street including imposing no parking on the north side of the street, allowing 2 hour parking on the west end of the street, and restricting parking from 3 to 6 am on the south side of Day Street. (attachment)

Administration Recommendation

Discuss the proposed modifications and adopt the changes as presented.

Council Action

Amend the parking ordinance to reflect the changes in the parking on E. Day Street.

Community Development Committee

3. Proposed New Rental Licensing Program

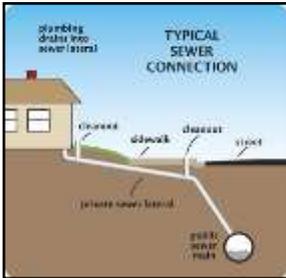
Bridget Susel and Jeff Neistadt have requested Committee time to present their recommendation for Council to adopt a new rental licensing program that would be administered jointly by Community Development and the Health Department. The Health Department currently licenses and inspects rental properties with 4 or more units. The proposed new program would extend the same licensing and inspection requirements to properties with 3 units or less. (attachment)

Administration Recommendation

Adoption of rental licensing was referenced as a goal within the City's "Neighborhood Enrichment Program" back in 2009. Since that time the staff have researched rental licensing in other cities and have prepared a reasonable proposal that I recommend Council support.

Council Actions

Authorize the adoption of the new rental licensing program as presented.



Community Development Committee (continued)

4. West Main Street Re-Development Status Report



Bridget Susel has requested Committee time to review a staff report that outlines the status of new investment and re-development in the West Main Street corridor. The Bicentennial Plan identified the West Main Street Corridor as a “special planning area” for redevelopment and the Community Development staff have provided a summary of the recent redevelopment activity in that study corridor. (attachment)

Administration Recommendation

Receive the staff report.

Council Action

No action is necessary.

5. 2015 Celebrate Kent Grant Awards



Bridget and Tom Wilke have evaluated the applications that we received for the 2015 Celebrate Kent Grant Awards and they have prepared the 2015 funding recommendation for Council's approval. The grants are intended to support events and activities that increase business in downtown Kent. (attachment)

Administration Recommendation

I would recommend Council's support for this year's funding proposals as presented.

Council Action

Authorize the 2015 Celebrate Kent funds as presented.

6. KSU/City Bike Share Memorandum of Understanding



Jim Bowling and Jim Silver have requested Committee time to present a draft Memorandum of Understanding that they have prepared with Kent State University that would allow the City to ride-on Kent State's new bike share leasing contract with a third party provider and add a bike share hub in downtown Kent. The MOU would allow the City to have bike share equipment (5 bicycles, 8 bicycle docks, 1 payment kiosk) located downtown (Erie Street in front of the PARTA facility) for a period of 3 years at a cost of \$8,000 per year (\$5,000 City, \$2,000 Burbick, \$1,000 College Town Kent). The bike share equipment is open for use by any member of the general public that registers for the program from March 15th through November 15th of each year. (attachment)

Administration Recommendation

The City's sustainability goals advocate increasing opportunities to promote alternative transportation, including biking, and the staff and I believe that the bike share program is a worthwhile investment that can be absorbed within existing budgets, so I recommend Council's support.

Council Action

Authorize the City/KSU bike share MOU as presented.

Finance Committee

7. Liens for Utility/Non-Utility Unpaid Charges



David Coffee has requested Committee time for Council to authorize the submission of the names of Kent property owners that have outstanding payments owed to the City for the placement of liens on those properties. (attachment)

Administration Recommendation

I recommend Council's support to forward the delinquent accounts to the County.

Council Action

Authorize the use of liens to collect unpaid bills through the County.

Finance Committee (continued)

8. SR43 AMATS Sidewalk Funding Request



Jim Bowling has requested Committee time to present Council with an opportunity to leverage AMATS grant funds in conjunction with the SR43 Traffic Signal Upgrade project to improve the sidewalk running the length of the project from SR261 to Haymaker Parkway. The City has received State funding (\$3 million) to upgrade the traffic signals in the Water Street corridor and Jim is suggesting that while that work is underway the City could apply for additional AMATS funding (\$750,000 -- \$500,000 grant, \$250,000 City match) to make some improvements (wider sidewalk, setback from traffic) at the same time with the least amount of cost to the City due to the construction planned in this corridor. (attachments)

Administration Recommendation

The Water Street corridor has been identified as one of the City's busier pedestrian corridors (particularly around Tower 43) yet the pedestrian infrastructure is outdated and not up to current expectations for a safe walking environment. In recognition of that, I recommend Council's authorization for staff to submit an AMATS funding request that would make some needed pedestrian improvements at the least expense to the City (\$250,000 with grants versus \$1.4 million without grants).

Council Actions

Authorize the staff to submit for AMATS funding as presented.

9. 2015-16 School Resource Officer (SRO) Contract Renewal



Chief Lee has requested Committee time to review the results of the first year of the School Resource Officer position and based on that experience recommend modifications to the 2015-16 SRO contract between the City and Kent City Schools. The original contract had the School system paying 100% of the SRO position for 12 months – including the summer when school was not in session. After reviewing the first year operations, and researching other City-School system SRO agreements in our area, Chief Lee is recommending having the City pay for the SRO during the summer months, at an estimated cost of \$24,000. (attachment)

Administration Recommendation

Chief Lee, Dave Coffee and I have met with representatives from Kent City Schools to evaluate the effectiveness of the SRO position during the first year. In those discussions, everyone agreed that the SRO was operationally very effective – saving the City money and improving School safety. With that in mind, I believe that it is not unreasonable for the City to pick up the costs of the SRO during the summer when no safety services are being provided by the SRO to the School, and I would recommend Council's support for that proposed change in the contract, as well as the other minor suggestions noted in the revised contract document.

Council Action

Authorize the proposed modifications to the SRO contract as presented.

10. 2015 Appropriations Amendments



Dave Coffee has been working with the department heads to reconcile the approved 2015 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 appropriations amendments as presented.

Information Items

1. Health Department Statistics

Jeff Neistadt has provided copies of the Health Department statistical report for June 2015. Health Department revenues are up 26% (\$56,306) and permits are down 20% (71 permits) in 2015 from 2014. (attachment)

2. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of June 2015. Overall the City income tax collections are up 7.57% (\$495,681) from June 2014. Kent State University's collections thru the end of June are up 3.87% (\$92,720). (attachment)

3. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for June 2015. In 2015 calls for fire service are down 1% (4 calls); fire mutual aid assistance is up 1 event in 2015; and EMS responses are up 4% (54 calls). (attachment)

4. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for May 2015. In 2015 calls for service are up 17% (1,609 calls); traffic citations are up 15% (225 tickets); accident incidents are up 15% (63 incidents) and serious crimes are down 21% (79 cases). (attachment)

5. Main Street Kent 2nd Quarter 2015 Report

Heather Malarcik has shared copies of the monthly Main Street Kent reports for April, May and June 2015. If you read through the reports you'll see a couple of new business investments, as well as a listing of the community events sponsored by Main Street during the second quarter of 2015. (attachment)