



Prior to the Committee meetings, Council will host a public hearing on proposed changes to the CDBG Consolidated Plan. Council will also review Council member Committee assignments and affirm their appointments for 2014.

## Health and Safety Committee

### 1. Health Department Tattoo/Piercing Fee Recommendations



Jeff Neistadt has requested Committee time to present the Health Department recommendations to increase the health inspection fees for tattoo parlors from \$100 a year to \$300 a year, and add a site plan review fee of \$150. (attachment)

#### *Administrative Recommendation*

Jeff is proposing the fee increase in order to cover his inspection and administrative costs and I recommend Council's support.

#### *Council Action*

**Authorize the Health Department fee recommendations for 2014 as presented.**

### 2. Pine Street Parking Recommendations



Chief Lee and Gene Roberts have requested Committee time to present the staff recommendations for adding on-street parking regulations on Pine Street. The Pine Street improvement project has added new pavement, curbs, and gutter which have improved the public right way on Pine Street but they also require changes in parking practices on the street. The staff is proposing to change the on-street parking regulations to coincide with those street improvements by prohibiting parking on the west side of Pine Street. (attachment)

#### *Administrative Recommendation*

The staff have advised the residents on Pine Street of the proposed changes and they have obtained a recommendation of support from the staff Traffic Engineering and Safety Committee, and I recommend Council's support.

#### *Council Action*

**Authorize the proposed new Pine Street parking regulations as presented.**

## Finance Committee

### 3. On Call Building Inspector Position Request



Bridget Susel has asked for Committee time to request Council's consideration to increase the number of on-call building inspectors from 5 to 6. Bridget notes that with all of the development activity in the City it has occasionally been difficult to schedule inspections in as timely a manner as she would prefer so she is asking to add one more on-call position to be part of the inspector pool to be available for plumbing, electrical, etc., inspections. (attachment)

#### *Administrative Recommendation*

Increasing the available on-call inspection staff should improve our responsiveness for development inspections and Bridget points out that she is not increasing the budget, only the number of inspectors available to call in as needed. I recommend Council's support.

#### *Council Action*

**Amend the position allocation ordinance to authorize an increase of 1 on-call inspector position for Community Development.**

## Streets, Sidewalks & Utilities Committee

### 4. Downtown Parking Meters Equipment Recommendation



Bridget Susel has requested Committee time to review the staff recommendation for the type of parking meters to be installed in the next phase of the downtown revitalization project. As you may recall, Council adopted a comprehensive downtown parking strategy that integrated the paid parking deck, permit parking, metered on-street parking, and free parking. At this point, the on-street meters are the last element of the parking strategy to be implemented and the staff has requested an opportunity to update Council on the type of meter equipment preferred by the staff and the downtown business representatives before ordering them for installation this spring/summer. (attachment)

#### *Administrative Recommendation*

I recommend that Council receive the staff report and authorize staff to proceed with the parking meter installation as presented.

#### *Council Action*

**Receive the staff report and authorize the staff to proceed with the meter installation as the final phase of the downtown parking strategy.**

### 5. Downtown Valet Parking Regulations



Bridget Susel has asked for Committee time to present the staff recommendations to manage the requests from businesses seeking the City's approval to offer valet parking service at their downtown business establishments. With the redevelopment of downtown, there have been an increasing number of requests from the new restaurants to be allowed to offer valet parking services for their customers on certain nights of the week. These private valet operations typically involve designating a portion of the public right of way (often on-street parking spaces) for drop off and pick. In order to ensure public safety and fair use of on-street parking, the staff have proposed a new permit process for private valet operations that will impact the public right of way (valet operations on private property are excluded from the permit requirements). The permit is a means to ensure that the valet operations have the appropriate insurance, safety measures and are legitimate businesses that will be allowed to operate in the City of Kent. (attachment)

#### *Administrative Recommendation*

Similar to the taxi regulations that the City adopted a couple of years ago, the proposed valet regulations are intended to provide an appropriate level of administrative oversight to protect the public and ensure credible valet operations. I recommend Council's support for the new regulations.

#### *Council Action*

**Authorize the proposed new valet parking regulations as presented.**

## Information Items

### 1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of November 2013. Overall the City income tax collections are up 6.80% (\$730,145) from November 2013. Kent State University's collections thru the end of November are up 3.71% (\$148,957). (attachment)

## Information Items (continued)

### 2. Fire Incident Report

Chief Manthey has provided a copy of the fire and emergency medical services report for October 2013. In 2013 calls for fire service are down 27% (194 calls); fire mutual aid assistance is down 7 events in 2013; and EMS responses are down 1% (25 calls). (attachment)

### 3. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for November 2013. In 2013 calls for service are down 8% (1,435 calls); traffic citations are down 24% (761 tickets); accident incidents are up 4% (31 incidents) and serious crimes are up 1% (13 cases). (attachment)