



CITY OF KENT, OHIO

DEPARTMENT OF FINANCE

To: Dave Ruller, City Manager

From: David A. Coffee, Director of Budget and Finance

Date: April 18, 2013

Re: FY2013 Appropriation Amendments, Transfers, and Advances

The following appropriation amendments are hereby requested:

Fund 001 – General

Increase \$ 3,000 Council / Other (O&M) – Addt'l funding Online Codified Ordinance support

Fund 106 – Parks and Recreation

Decrease \$ 21,745 Parks&Rec / Other (O&M) – Reduction in appropriation that shifts funding to Personnel lines per J. Idone memo of 4/11/13 – follow-up to Kent Ord. 2013-37 approved by KCC on 4/17/13.

Increase \$ 21,745 Parks&Rec / Personnel – Increase funding for shift in expenses per J. Idone memo of 4/11/13 - follow-up to Kent Ord. 2013-37 approved by KCC on 4/17/13.

Increase \$ 16,800 Parks&Rec / Other (O&M) – Addt'l appropriation for facility lease to be offset with new Revenue per J. Idone memo of 4/11/13.

Fund 126 – CDBG

Increase \$ 250,000 CDBG / Other (O&M) -Addt'l appropriation for CHIP Revolving Loan Fund for LIHTC - previously approved by KCC Ord. 2013-36 on 4/17/13.

Fund 201 – Water

Increase \$ 100,000 Capital / Capital Project – Addt'l funding for Water Treatment Plant Tank Painting Project per G. Roberts 4/17/13 memo.

Fund 301 – Capital

Increase \$ 178,500 Capital / Capital Project – City Match Obligation- for AMATS Grant plus addt'l Inc. Tax Charter Transfer for 2012 to perform addt'l street construction/repairs, per J. Bowling 4/15/13 memo.

The following inter-fund transfers are hereby requested:

Operating Transfer \$ 223,087 **From:** Fund 116 / Income Tax -
To: Fund 124 / Income Tax Safety – Adjustment for 2012 Charter Req.

Operating Transfer \$ 223,087 **From:** Fund 116 / Income Tax -
To: Fund 128 / Fire & EMS – Adjustment for 2012 Charter Req.


Operating Transfer \$ 223,087 **From:** Fund 116 / Income Tax -
To: Fund 301 / Capital – Adjustment for 2012 Charter Req.



Kent Parks & Recreation Department

497 Middlebury Road Kent, Ohio 44240 (330) 673-8897 FAX: (330) 673-8898

TO: Dave Ruller, David Coffee

FROM: John Idone 

DATE: April 11, 2013

RE: FY 2013 Parks & Recreation Budget Revisions & Appropriation

In order to convert the Professional Services positions to Part Time Employees the following Budget Revisions are necessary:

Personal Services

Line 11	Employee Salaries	+ \$18,500.00
Line 14	PERS	+ \$2,600.00
Line 15	Medicare	+ \$275.00
Line 19	Workers Comp	+ \$370.00

Operations & Maintenance

Line 34	Professional Services	- \$21,745.00
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Also, additional appropriation authority is necessary. Please increase the Revenues Line 330 01 Fees and Charges by \$16,800.00 and Operations & Maintenance Line 33 Rents & Leases by \$16,800.00.

Attached are the Budget Revision Forms. Please let me know if you need any additional information.


Enc.
P & R Board

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE

MEMO

April 17, 2013

To: Dave Ruller, City Manager
David Coffee, Budget & Finance Director

From: Gene Roberts, Service Director 

RE: Water Treatment Plant – Additional Capital Funds

The 2013 Water Treatment Plant (WTP) Capital Budget as originally approved included funding for the 2013 Tank Painting as follows:

Paint Fairchild Tank including Lead Abatement	\$260,000
Paint KSU 250k Elevated including Lead Abatement	\$260,000
Total	\$520,000

The Tank Painting Project has been delayed for two years based on limited funding being available and needed elsewhere for infrastructure projects. During that time period the cost of painting the tanks has increased resulting in a portion of the requested increase being needed.

Additionally, during preparation of the bid documents staff has found additional coating system that will extend the life of the painting system from 15-years to 25-years. The bid documents prepared will provide for the base within the requested budget and hopefully the newer paint system work can be added as alternative prices are also being requested.

Staff respectfully requests additional appropriation of Water Capital funds in the amount of \$100,000 to cover the cost of the 2013 Tank Painting.

Current Total	\$520,000
Additional Tank Painting Funds	\$100,000
Requested Revised Total	\$602,000

Cc: Steve Hardesty, Water Treatment Manager; file

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Linda Copley

FROM: Jim Bowling

DATE: April 15, 2013

RE: Additional Appropriations Request – Street and Sidewalk Programs

After meeting with Dave Coffee, it was determined that as a result of higher than projected income tax receipts for 2012, the City will need to allocate an additional \$223,087 to the capital fund (Fund 301) in order to meet the minimum charter requirement for capital funding set at 25% of income tax revenues.

The Engineering Division is requesting Council's authorization to allocate \$100,000 of the supplemental income tax receipts towards additional street repair work (seal coat contract) for completion in 2013 and to allocate \$50,000 to additional sidewalk repairs which would be added to the 2014 sidewalk capital budget. The remaining \$73,087 would be allocated to the capital fund as reserve funding that would be available for emergency capital needs.

The engineering staff evaluated a range of possible uses for the supplemental funding related to street and sidewalk repairs and they determined that the optimum use for those funds would be supplementing the City's annual seal coat contract for 2013 by \$100,000. Given current workload demands on the staff, the sidewalk allocation of \$50,000 was recommended as part of the 2014 sidewalk repair contract.

In addition, the staff was successful at securing an extra \$78,500 in grant funds to also be added to the seal coat contract in 2013, which will bring the total street repair funding in 2013 up to \$1,103,500.

The additional grant (\$78,500) and surplus income tax (\$100,000) funding will allow us to perform full depth repairs and seal coat the following locations:

- Verona Ave. (north of Adamle Dr.)
- Robert Dr.
- Delores Dr.
- Allen Dr.
- Hudson Rd.
- Longcoy Ave.
- Majors Lane (north of Fairchild Ave.)
- Stinaff St.

- N. Chestnut St. (north of Fairchild Ave.)
- Randall Dr.
- Cuyahoga St.
- Harold St.
- Short St.
- Grove Ave.

The \$50,000 supplement for sidewalk repair will be included in the 2014 Capital Improvement budget pending Council's approval.

C: Gene Roberts, Service Director
David Coffee, Budget and Finance Director
Pat Homan, Engineering Technician
file

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE

MEMO

April 25, 2013

To: Dave Ruller, City Manager
From: Gene Roberts, Service Director
RE: 2013 Adpot-a-spot

Kent City Council last considered the Adopt-a-Spot program during the Community Development Committee on February 3, 2010. At that time Council approved the transfer of the Adopt-a-Spot Program from private contractor completing the work downtown and City staff completing the administrative components of the program to Main Street Kent (MSK) completing all elements of the program. MSK would receive \$30,000 plus the donations that were collected by the City for purchase of flowers.

In 2010, prior to MSK taking over the Adopt-a-Spot program, the City had budgeted \$47,500 for Public Landscaping. With MSK completing the Adopt-a-Spot program for \$30,000, Davey Tree completing the landscaping islands on E Main St. and S. Water St. at an annual cost of \$3,500 and City building public planting expenses of \$1,000 the savings was estimated to be \$9,500. Starting in 2010 MSK planted the locations identified in the downtown area and hired first a private contractor and later Family and Community Services, Freedom House Lawncare to complete the bed prep, maintenance and watering of the Adopt-a-Spot locations. In 2012 MSK planted 21 locations in the downtown area at a cost for plant materials, mulch and signage of just under \$8,000 and \$28,500 for bed maintenance and watering totaling \$36,500. The offsetting revenue received by MSK in 2012 is \$30,000 from the City and \$6,600 in other donations totaling \$36,600.

In 2013 MSK will be planting 31 locations in the downtown area as work should be completed in most areas where new Adopt-a-Spot beds are now located. MSK wishes to transfer the bed maintenance and water contract with Freedom House to the City. The reason is MSK fears another drought which will exceed there ability to cover the expenses given the greater than 50% increase in planting locations for 2013. Staff supports this reasoning as it is similar to other contracts between the City and private contractors for such services as lawn mowing or snow removal, which is paid based on occurrence. The City would then receive the benefit of a rainy summer but also have the risk during the summers when little rain falls.

Staff respectfully requests Council time to consider this modification to the Adopt-a-Spot Program for 2013 where by MSK would receive approval for payment of \$10,000 and Freedom House would be provided a purchase order for \$24,000 with the understanding that it would be increased if needed. This requested change will require a \$4,000 increase in the Public Planting budget if approved by KCC.

Cc: Jim Silver, Law Director
James Bowling, P.E., City Engineer
Gerald Shanley, Facilities Manager
Dan Smith, Economic Development Director

David Coffee, Budget & Finance Director
Bridget Susel, Community Development Director
Marie Stikes, City Gardner
file

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Linda Copley

FROM: Jim Bowling

DATE: April 15, 2013

RE: Additional Appropriations Request – Street and Sidewalk Programs

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C: Gene Roberts, Service Director
David Coffee, Budget and Finance Director
Pat Homan, Engineering Technician
file

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Linda Copley

FROM: Jim Bowling

DATE: April 15, 2013

RE: Council Agenda Request for OPWC Pre-application

Engineering is requesting council time to seek approval to re-submit an OPWC funding application, and if successful, execute the subsequent agreement with the Ohio Public Works Commission (OPWC) for the Summit Street Traffic Signal Coordination Project.

The Summit Street Traffic Signal project is currently included in the Capital Plan and consists of congestion, safety and access management improvements on Summit Street from Lincoln to Loop Road. The project limits includes 4 of the top 6 accident intersections as ranked by the Akron Metropolitan Area Transportation Study (AMATS) in May, 2006.

In 2012 Council authorized the staff to submit an application for OPWC funding (\$700,000 in grant funding, \$150,000 in not interest loans) that was approved by OPWC but the City had to defer on receiving that funding at that time due to scheduling conflicts between the project timing and funding requirements.

The project scheduling issues have been resolved and the engineering staff are requesting Council's authorization to re-submit an application for the same amount of OPWC funds for use in 2013.

The project budget remains unchanged as follows:

- Total Budget \$14.2 million
 - \$6.0 million AMATS CM/AQ Funds¹
 - \$4.2 million ODOT HSP Funds¹
 - \$0.8 million Upcoming additional ODOT HSP Fund Request
 - \$0.7 million OPWC Request
 - \$1.25 million Kent State University
 - \$1.25 million City of Kent

¹ – Secured funding

C: Gene Roberts, Service Director
Jon Giaquinto, Senior Engineer

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Linda Copley
Jim Silver

FROM: Jim Bowling

DATE: April 16, 2013

RE: Downtown Redevelopment Mixed-Use – Building “C” License Agreement

The Engineering Division is requesting Council to review and approve a request from College Town Kent LLC, in conjunction with the downtown redevelopment. College Town Kent, LLC is requesting to construct a portion of Building C foundations within the existing right-of-way on South Water Street. The foundations will encroach an estimated 2” along the walls of the building and as much as 10” at the caisson footer locations. This type of construction is typical in our downtown where the plan and zoning code requires the face of the buildings to be constructed at the Right-of-Way line. The larger structures have larger foundations that require the footer/wall “Toe” to extend into the right-of-way. A similar request was made for the multi-modal facility and Acorn Alley Phase 2. In addition, the existing buildings demolished had foundations that extended into the existing right-of-way in the development block. Staff has reviewed the request and has not identified any concerns with the encroachment.

Attached is a copy of the proposed License Agreement.

c: Gene Roberts, Service Director
file

**CITY OF KENT, OHIO
LICENSE AGREEMENT**

THIS AGREEMENT is made by and between the CITY OF KENT, OHIO, hereinafter called "City" and COLLEGE TOWN KENT, LLC., hereinafter called the "Licensee."

The City is the owner, in fee simple, of land, hereinafter known as the "Property." For and in consideration of the covenants, conditions, agreements and stipulations of the License expressed herein, the City does hereby agree the Property may be used by the Licensee for the purpose as outlined in Part 1 below, in accordance with the laws and Charter of the City of Kent. The Property is more particularly described in the attached exhibits listed below.

Exhibit "A" – Partial Foundation Plan
Exhibit "B" – Typical Wall Section

The parties hereto covenant and agree as follows:

1. NATURE OF INTEREST:

The Licensee understands that by issuing this license, the City has merely granted the Licensee the right to occupy the right-of-way and this license does not grant or convey to the Licensee any interest in the Property.

2. USE:

2.1 The Property shall be used for the purpose of: _____
Foundations

_____ and for no other purpose.

2.2 No structural alterations may be made to the City's property without the express written permission of the City of Kent, Director of Public Service.

3. TERM:

The City does hereby agree the Property may be used by the Licensee for a term of one (1) year commencing on _____, 2013, and ending on _____, 2014 unless terminated earlier by either party. This license will automatically renew yearly unless one (1) month before expiration either party notifies the other of its intention to terminate per Paragraph 14.

4. NECESSARY LICENSES AND PERMITS:

4.1 Licensee shall be licensed to do business in the State of Ohio and City of Kent, and upon request, Licensee shall demonstrate to the City that any and all such licenses are in good standing. Correspondence shall be addressed as follows:

All correspondence to the City shall be addressed:

Service Director
City of Kent
930 Overholt Road
Kent, Ohio 44240

All correspondence to the Licensee shall be addressed:

College Town Kent, LLC
1138 West 9th Street
Cleveland, Ohio 44113
Attn: Mr. Randy Ruttenberg

4.2 Licensee shall secure all necessary permits required in connection with the use of the Property and shall comply with all federal, state and local statutes, ordinances, rules, or regulations which may affect, in any respect,

Licensee's use of the Property. Licensee shall, prior to the commencement of any work, obtain and thereafter maintain, at its sole cost and expense, all licenses, permits, etc., required by law with respect to its business use of the Property.

5. **STORAGE AND VENDING:**

No storage of materials or supplies of any nature will be permitted on the Property except as directly related to the agreed business use of the Property.

6. **TAXES:**

Licensee agrees to be responsible for and to timely pay all taxes and/or assessments that may be legally assessed on Licensee's interest, or on any improvements placed by Licensee on said Property, during the continuance of the license hereby created, including any real estate taxes. The Licensee must provide written notice to the City, at the address referenced in Paragraph 4.1, within thirty (30) days of payment of all taxes and/or assessments.

7. **DIRECTOR OF PUBLIC SERVICE TO ACT FOR CITY:**

The granting of this permit shall not be construed as an abridgment or waiver of any rights which the Director of Public Service has in exercising his jurisdictional powers over the City highway system. The City Director of Public Service shall act for and on behalf of the City of Kent in the issuance of and carrying out the provisions of this permit.

8. **CITY USE OF PROPERTY:**

If for any reason the Director of Public Service or his duly appointed representative deems it necessary to order the removal, reconstruction, relocation or repair of the Licensee's changes to the City's property, then said removal, reconstruction, relocation or repair shall be promptly undertaken at the sole expense of the Licensee's thereof. Failure on the part of the Licensee to conform to the provisions of this permit will be cause for suspension, revocation or annulment of this permit, as the Director of Public Service deems necessary.

9. **MAINTENANCE OF PROPERTY:**

Licensee shall, at its sole expense, keep and maintain the Property free of all weeds, debris, and flammable materials of every description, and at all times in an orderly, clean, safe, and sanitary condition consistent with neighborhood standards. A high standard of cleanliness, consistent with the location of the area as an adjunct of the City, will be required. Defoliant, noxious, or hazardous materials or chemicals shall not be used or stored on the Property.

10. **MAINTENANCE OF IMPROVEMENTS:**

10.1 Licensee, at Licensee's own cost and expense, shall maintain all of his/her improvements to the Property. Licensee shall take all steps necessary to effectively protect the Property from damage incident to the Licensee's use of such Property, all without expense to the City.

10.2 Licensee shall be liable to, and shall reimburse the City for, any damage to City owned property that in any way results from or is attributable to the use of said Property by the Licensee or any person entering upon the same with the consent of the Licensee, expressed or implied.

11. **HOLD HARMLESS:**

Licensee shall occupy and use Property at its own risk and expense and shall save the City, its officers, agents, and employees, harmless from any and all claims for damage to property, or injury to, or death of, any person, entering upon same with Licensee's consent, expressed or implied, caused by any acts or omissions of the Licensee.

12. **INSURANCE:**

12.1 At the time of the execution of this Agreement, Licensee shall, at its own expense, take out and keep in force during the terms of this Agreement:

(a) Liability insurance, in a company or companies to be approved by the City to protect against any liability to the public incident to the use of, or resulting from injury to, or death of, any person occurring in or about, the Property, in the amount of not less than *Five Hundred Thousand Dollars (\$500,000.00)*, to indemnify against the claim of one person, and in the amount of not less than *One Million Dollars (\$1,000,000.00)* against the claims of two (2) or more persons resulting from any one (1) accident.

(b) Property damage or other insurance in a company or companies to be approved by the City to protect Licensee, and the City against any and every liability incident to the use of or resulting from any and every cause occurring in, or about, the Property, including any and all liability of the Licensee, in the amount of not less than *Two Hundred Thousand Dollars (\$200,000.00)*. Said policies shall inure to the contingent liabilities, if any, of the Licensee and the City, and shall obligate the insurance carriers to notify Licensee and the City, in writing, not less than thirty (30) days prior to cancellation thereof, or any other change affecting the coverage of the policies. If said policies contain any exclusion concerning property in the care, custody or control of the insured, an endorsement shall be attached thereto stating that such exclusion shall not apply with regard to any liability of the Licensee and the City.

12.2 A copy of the "Certificate of Insurance" will be submitted to the City at the time of execution of license and annually thereafter.

13. **MODIFICATION:**

The terms of this Agreement may be modified upon agreement of the parties.

14. **REVOCAION AND TERMINATION:**

14.1 The City may revoke this license at any time. The Licensee may terminate this Agreement at any time.

14.2 In the event this license is revoked or the Agreement is terminated the Licensee will peaceably and quietly leave, surrender, and yield up to the City the Property. The Property will be restored to its previous condition at the expense of the Licensee and no costs for removal will be reimbursed by the City.

14.3 Upon revocation of the license or upon termination or expiration of Agreement, any personal property, or other appurtenances, including all footings, foundations, and utilities, placed on the City property will be removed by Licensee. If any such appurtenances are not so removed after ninety (90) days written notice from the City to the Licensee, the City may proceed to remove the same and to restore the Property and the Licensee will pay the City, on demand, the reasonable cost and expense of such removal and restoration.

15. RELOCATION:

A Licensee who licenses property from the City shall not be eligible for relocation payments.

IN WITNESS WHEREOF, this Agreement has been executed in duplicate by the parties hereto as of the date herein last written below. Licensee acknowledges receipt of a copy of this Agreement and agrees to comply with the provisions herein contained.

LICENSEE(S):

Signature

Signature

Mailing Address

Telephone

Date

CITY OF KENT, OHIO

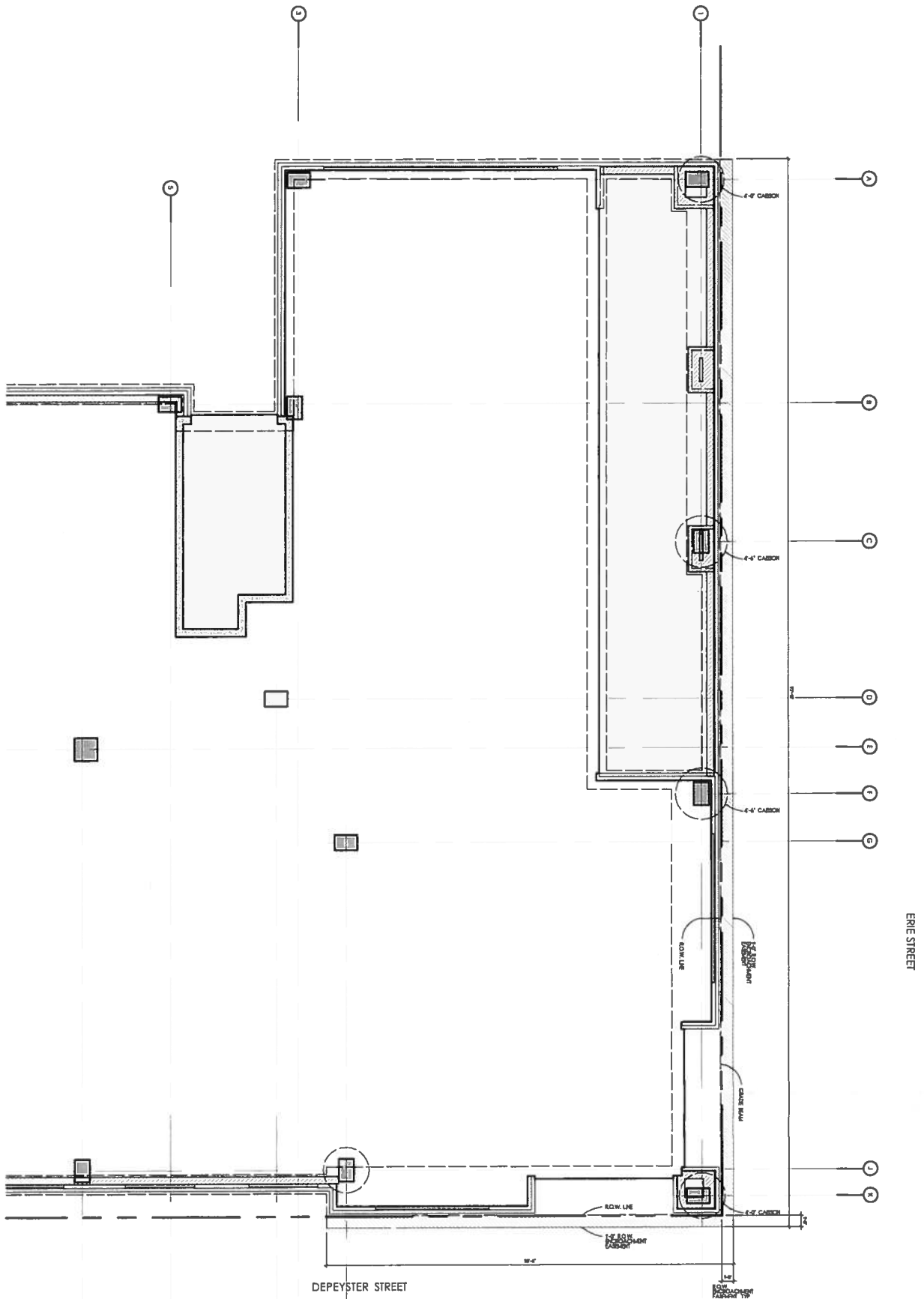
Director of Public Service

Date

APPROVED AS TO FORM:

James R. Silver, Law Director
City of Kent

EXHIBIT "A"



FEHÉR ARCH TECTURE,LLC

DEPEYSTER STREET

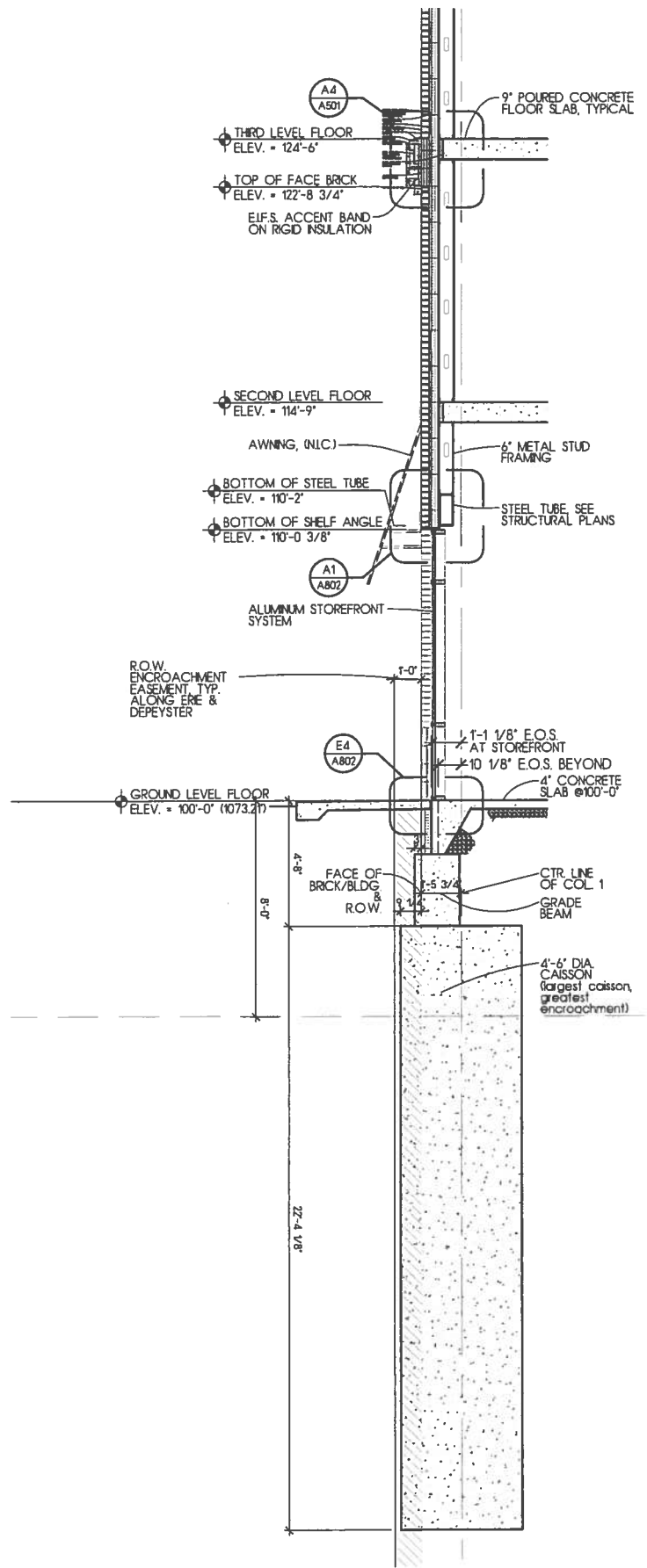
PARTIAL FOUNDATION PLAN

1/8" = 1'-0"
 COLLEGE TOWN KENT BUILDING C
 KENT, OHIO

MARCH 26, 2013
 REVISED & REISSUED APRIL 14, 2013

ERIE STREET

EXHIBIT "B"



TYPICAL WALL SECTION @ ERIE STREET

COLLEGE TOWN KENT BUILDING C
 KENT, OHIO

**City of Kent
Income Tax Division**

March 31, 2013

Income Tax Receipts Comparison - RESTATED - (NET of Refunds)

Monthly Receipts

Total receipts for the month of March, 2013	\$988,906
Total receipts for the month of March, 2012	\$860,826
Total receipts for the month of March, 2011	\$823,680

Year-to-date Receipts and Percent of Total Annual Receipts Collected

	<u>Year-to-date Actual</u>	<u>Percent of Annual</u>
Total receipts January 1 through March 31, 2013	\$2,805,942	24.61%
Total receipts January 1 through March 31, 2012	\$2,752,306	22.82%
Total receipts January 1 through March 31, 2011	\$2,639,023	24.64%

Year-to-date Receipts Through March 31, 2013 - Budget vs. Actual

<u>Year</u>	<u>Annual Budgeted Receipts</u>	<u>Revised Budgeted Receipts</u>	<u>Year-to-date Actual Receipts</u>	<u>Percent Collected</u>	<u>Percent Remaining</u>
2013	\$ 11,400,000	\$ 11,400,000	\$2,805,942	24.61%	75.39%

Comparisons of Total Annual Receipts for Previous Seven Years

<u>Year</u>	<u>Total Receipts</u>	<u>Percent Change From Prior Year</u>
2006	\$ 10,151,202	-0.36%
2007	\$ 10,540,992	3.84%
2008	\$ 10,712,803	1.63%
2009	\$ 10,482,215	-2.15%
2010	\$ 10,453,032	-0.28%
2011	\$ 10,711,766	2.48%
2012	\$ 12,063,299	12.62%

Submitted by



Director of Budget and Finance

2013 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
as of Month Ended March 31, 2013

Monthly Receipts				Comparisons	
Month	2011	2012	2013	Amount	Percent Change
January	\$ 1,026,357	\$ 1,085,253	\$ 897,977	\$ (187,277)	-17.26%
February	788,986	806,227	919,060	112,832	14.00%
March	823,680	860,826	988,906	128,080	14.88%
April	1,057,137	1,239,488			
May	1,006,438	972,050			
June	844,726	915,138			
July	848,105	961,433			
August	873,559	942,880			
September	825,343	980,892			
October	939,121	1,076,141			
November	843,533	890,325			
December	834,781	1,332,645			
Totals	\$ 10,711,766	\$ 12,063,299	\$ 2,805,942		

Year-to-Date Receipts				Comparisons	
Month	2011	2012	2013	Amount	Percent Change
January	\$ 1,026,357	\$ 1,085,253	\$ 897,977	\$ (187,277)	-17.26%
February	1,815,343	1,891,480	1,817,036	(74,444)	-3.94%
March	2,639,023	2,752,306	2,805,942	53,636	1.95%
April	3,696,160	3,991,794			
May	4,702,598	4,963,844			
June	5,547,324	5,878,982			
July	6,395,429	6,840,415			
August	7,268,988	7,783,295			
September	8,094,331	8,764,187			
October	9,033,453	9,840,328			
November	9,876,985	10,730,653			
December	10,711,766	12,063,299			
Totals	\$ 10,711,766	\$ 12,063,299			

2013 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
as of Month Ended March 31, 2013

Monthly Receipts				Comparisons	
Month	2011	2012	2013	Amount	Percent Change
January	\$ 406,862	\$ 403,606	\$ 383,688	\$ (19,919)	-4.94%
February	336,710	335,895	353,861	17,966	5.35%
March	362,390	360,114	384,674	24,560	6.82%
April	357,231	362,957			
May	354,925	360,026			
June	349,038	362,330			
July	337,910	379,316			
August	370,933	359,550			
September	298,038	328,283			
October	352,815	376,474			
November	358,685	384,179			
December	360,837	423,935			
Totals	\$ 4,246,372	\$ 4,436,666	\$ 1,122,223		

Year-to-Date Receipts				Comparisons	
Month	2011	2012	2013	Amount	Percent Change
January	\$ 406,862	\$ 403,606	\$ 383,688	\$ (19,919)	-4.94%
February	743,572	739,501	737,549	(1,952)	-0.26%
March	1,105,962	1,099,615	1,122,223	22,607	2.06%
April	1,463,193	1,462,573			
May	1,818,117	1,822,598			
June	2,167,155	2,184,929			
July	2,505,065	2,564,245			
August	2,875,997	2,923,795			
September	3,174,035	3,252,078			
October	3,526,851	3,628,552			
November	3,885,535	4,012,731			
December	4,246,372	4,436,666			
Totals	\$ 4,246,372	\$ 4,436,666			

2013 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
as of Month Ended March 31, 2013

Comparisons of Total Annual Receipts for Previous Seven Years

Year	Total Receipts	Percent Change
2006	\$ 3,542,080	2.59%
2007	\$ 3,707,931	4.68%
2008	\$ 3,919,539	5.71%
2009	\$ 4,090,788	4.37%
2010	\$ 4,267,465	4.32%
2011	\$ 4,246,372	-0.49%
2012	\$ 4,436,666	4.48%

**KENT POLICE DEPARTMENT
FEBRUARY 2013**

	FEBRUARY 2012	FEBRUARY 2013	TOTAL 2012	TOTAL 2013
CALLS FOR SERVICE	1601	1372	3166	2890
FIRE CALLS	334	327	706	652
ARRESTS, TOTAL	193	162	353	310
JUVENILE ARRESTS	18	8	27	16
O.V.I. ARRESTS	27	21	48	37
TRAFFIC CITATIONS	332	280	637	552
PARKING TICKETS	283	375	466	744
ACCIDENT REPORTS	64	61	143	114
Property Damage	40	47	91	86
Injury	6	4	16	7
Private Property	14	8	29	18
Hit-Skip	4	2	7	3
OVI Related	1	2	3	3
Pedestrians	1	1	4	1
Fatals	0	0	1	0
U.C.R. STATISTICS				
Homicide	0	0	0	0
Rape	0	0	2	1
Robbery	2	2	3	5
Assault Total	13	15	43	37
Serious	1	2	9	4
Simple	12	13	34	33
Burglary	6	10	14	19
Larceny	24	42	53	80
Auto Theft	3	3	3	7
Arson	0	1	1	1
TOTAL	48	74	119	151
CRIME CLEARANCES				
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	1	0	1	1
Assault Total	12	12	34	29
Serious	0	1	8	2
Simple	12	11	26	27
Burglary	3	2	6	4
Larceny	5	8	13	10
Auto Theft	2	6	2	6
Arson	0	1	0	1
TOTAL	23	29	56	51

M. Lee
4/19/13



FOOD SAFETY BASICS

Come join us for an interactive learning opportunity as we present on these basic food safety concepts:

- ❖ The Importance of Food Safety
- ❖ Good Personal Hygiene Practices
- ❖ Time and Temperature Control
- ❖ Proper Procedures for Thawing, Cooling, and Reheating
- ❖ Preventing Contamination
- ❖ Proper Cleaning and Sanitizing
- ❖ Safe Food Preparation
- ❖ Receiving and Storing Food

When: 1) June 4th, 2013 from 2:00pm to 5:00pm 2) June 5th, 2013 from 9:00am to 12:00pm

Where: City of Kent Health Department in the City Council Chambers at
325 South Depeyster Street, Kent, Ohio 44240 (large groups see note below).

How much: \$20.00 per person (Cash or Check Only)

For more information contact Justin Smith at (330) 678-8109 or j.smith@kent-ohio.org

*Registration Form must be submitted 2 days prior to set presentation dates or 30 days prior to requested date if presented at your facility.

** Presentation will be cancelled if there are less than 10 people registered at the registration deadline.

***You may call and request an "in house" presentation at your facility for groups of 10 or more. Cost is \$200.00 and includes training materials. Please call for more information.

PLEASE CUT OR TEAR ON THE DOTTED LINE. THE TOP IS FOR YOU TO KEEP. ONLY THE BOTTOM REGISTRATION FORM NEEDS TO BE SUBMITTED.

REGISTRATION FORM

Company Name _____

Address _____

Contact person and telephone number _____

Number attending _____

Circle the class you plan to attend: 1) or 2)

Mail registration form to: City of Kent Health Department
325 South Depeyster Street
Kent, Ohio 44240
Attention: Justin Smith

FRANKLIN TOWNSHIP

218 GOUGLER AVE, KENT, OHIO 44240

www.franklintownshipohio.org

TRUSTEES

Mark Beckwith
330.678.1268

Keith Benjamin
330.678.7822

Gary Falstad
330.673.5089

MEETINGS

2nd and 4th
Tuesdays at 7 PM
Township Hall
218 Gougler Avenue

FISCAL OFFICER

Lisé Russell
330.673.2194
330.673.6765 Fax
Township Hall

ADMINISTRATOR

Ken Penix
330.673.2194
330.673.6765 Fax
Township Hall
Hours 1-4 PM

ROAD

SUPERINTENDENT

Rick Hunsicker
2331 Ravenna Rd
330.673.6222
330.673.2775 Fax

ZONING INSPECTOR

Sam Abell
330.678.0888

April 10, 2013

Mr. William Lillich
Director of Public Safety
City of Kent
319 S. Water St.
Kent, Ohio 44240

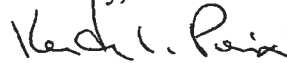
INRE: Calculation of Fire Service Incident Rates for 2013

The Franklin Township Trustees have directed me to respond to your letter of March 21, 2013 regarding the same subject.

As calculated in your letter, the Trustees agree to a charge of \$1,185.00 per incident for 2013.

Should you have any questions, you may contact me at the Franklin Township Hall Monday through Friday from 1:00 p.m. to 4:00 p.m. at 330-673-2194.

Sincerely,



Kenneth L. Penix
Township Administrator

xc: Trustees (3) via email
Fiscal Officer via email
Mr. David Ruller via email
Mr. David Coffee via email
Chief Dave Manthey via email