



Committee of the Whole Meeting Minutes
The City of Kent, Ohio
Wednesday, January 8, 2020

Mayor Fiala called the Committee of the Whole of Kent City Council to order at 7:00 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Mr. Robin Turner; Ms. Tracy Wallach

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. Harrison Wicks, Assistant to the City Manager; Mr. Kevin Schwartzhoff, Parks and Recreation Director; Mr. Dave Coffee, Budget and Finance Director; Chief Tosko; Mr. Jim Bowling, City Engineer; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

ABSENT: Mr. Garret Ferrara

There was one (1) item on the Agenda.

1. Organization of Council

At 7:00 p.m. Mayor Fiala called the meeting to order with the Organizational portion of the meeting whereby Council chose who would Chair and Vice-Chair each of the Standing Committees of Council:

- Community Development – John Kuhar & Gwen Rosenberg
- Finance – Michael DeLeone & Tracy Wallach
- Health & Safety – Jack Amrhein & Roger Sidoti
- Land Use – Garret Ferrara & Heidi Shaffer
- Streets, Sidewalks & Utilities – Roger Sidoti & Tracy Wallach
- City Council Work Session- Mayor Fiala and Jack Amrhein
- President Pro-Tem – Jack Amrhein
- Board of Control – Michael DeLeone & Garret Ferrara
- Board of Health – Jack Amrhein
- Parks & Recreation – Gwen Rosenberg
- Treasury Investment Board – Michael DeLeone
- Standing Rock Committee will be done in April at Joint Meeting

Ms. Wallach mentioned her appointment to the Portage County Solid Waste Commission. Mayor Fiala did not have that appointment on his list.

Mr. Sidoti reported his appointment to the Chamber of Commerce will continue through the year 2020.

MOTION TO ACCEPT THE SLATE OF CHAIRS AND VICE-CHAIRS FOR THE STANDING COMMITTEES OF COUNCIL made by John Kuhar and seconded by Ms. Rosenberg and **CARRIED** by a voice vote of 7-0.

Hearing no further business before this Committee, the meeting adjourned at 7:04 p.m.



Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) Authorize the 2020 Council Committee assignments.



Community Development Committee
Meeting Minutes
The City of Kent, Ohio
Wednesday, January 8, 2020

Mr. Kuhar called the Community Development of Kent City Council to order at 7:04 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Mr. Robin Turner; Ms. Tracy Wallach

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. Harrison Wicks, Assistant to the City Manager; Mr. Kevin Schwartzhoff, Parks and Recreation Director; Mr. Dave Coffee, Budget and Finance Director; Chief Tosko; Mr. Jim Bowling, City Engineer; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

ABSENT: Mr. Garret Ferrara

There were two (2) items on the Agenda.

1. Architecture Review Board Recommendation and Request

Dave Ruller explained the Architecture Review Board (ARB) has authority in the Overlay District which is the downtown area. Any project in this area is reviewed by the ARB to issue a "Certificate of Appropriateness" before the project can move forward. Outside of that district, their only role is an advisory to the Planning Commission. Any project that goes through the Planning Commission will be given to the ARB for comments. The hotel project at Stow and Mogadore Road is outside the district. ARB is asking for a chance to review the plans if the hotel does not move forward.

Ms. Bridget Susel presented a recommendation from the Architectural Review Board (ARB) to expand the boundaries of the downtown district to include the proposed hotel parcel in the event the hotel project does not proceed. They are hoping for temporary review authority for this parcel and only if the hotel project does not go through.

Mr. Sidoti asked about the role of the Architectural Review Board on other projects in the past.

Ms. Susel stated the authority of the ARB is in the Overlay District, outside of the Overlay District, plans go directly to the Planning Commission who takes recommendations from the ARB but they do not have to include those as conditions.

Mr. Sidoti asked if there were any situations where the Planning Commission ignores recommendations from the ARB.

Ms. Susel stated they do not have to accept those recommendations, they take them into consideration, but there have been projects where they were not considered.

Mr. Sidoti stated how valuable the ARB is and asked how the Planning Commission feels about this.

Ms. Susel said they are working with the Planning Commission to determine the size of the Overlay District and its current values and will clarify some language in Chapter 1121.

Mr. Sidoti asked if the Overlay District can be expanded. Ms. Susel concurred.

Ms. Susel reviewed that staff had submitted a proposed text amendment to expand the Overlay District, but then decided to withdraw this amendment in favor of an interim legislative action that will allow the ARB to have the necessary "Certificate of Appropriateness" authority only if the hotel, which was approved by the Planning Commission, does not go through. Chapter 1121 specified the boundaries of the Overlay District, so just because downtown was expanded you cannot expand the Overlay. It is not automatic as of now but will be discussed in the future. This was not discussed with the expansion of the Downtown District due to timing of the approval and timing of the request for the project.

Mr. Ruller discussed the importance of having an extra layer of review to balance how much latitude is given on a project.

MOTION TO AUTHORIZE CONDITIONAL REVIEW AUTHORITY FOR THE ARCHITECTURAL REVIEW BOARD FOR THE PARCEL LOCATED AT CORNER OF FRANKLIN, SUMMIT AND MOGADORE ROAD made by Mr. Sidoti and seconded by Ms. Schaffer and CARRIED by a voice vote of 8-0.

2. Economic Development Projects Update

Mr. Ruller introduced Tom Wilke to present on the 2019 Economic Development Projects.

Mr. Wilke went through his Power Point presentation, slide by slide, highlighting past and future projects. He highlighted the following developments:

- Woodsy's Music Expansion
- Kent Elastomers Expansion with a focus on training and salesforce expansion
- New Dining and Shopping Options
 - Barrio has had a great reception from the Kent Community. This is the seventh location in Ohio. They hope to have a patio next year.
 - Ace Hardware opened in University Plaza. This is the third location, and is receiving great feedback from community. They have added fifteen jobs.
 - D.P. Dough is famous for calzone delivery until 4 a.m. They have 37 locations, all operating in college towns.
 - Businesses that have exchanged hands include Acorn & Evergreen Floral Studio, Twist, Squirrel City Jewelers, Over Easy, Mockingbird Bakery, Dollar General, Purely CBD, Tire Max and the Kent Barbell Club.

Mr. Wilke reviewed businesses that closed as well as projects coming soon, all outlined in his presentation. The downtown Kent properties have been highlighted in the Record Courier and multiple parties have looked at these properties to purchase. Closures included Friend's Office Supply, Parker Hannifin, Alsico, The Works, and Yogurt V. Businesses coming soon include the Hasawai Building, West End Apartments, Hawthorn Suites Hotel, North Water Street Brewery, Mill redevelopment, DKC Properties, Children's Hospital, Crystal Clinic Expansion, Riverside Merchant, Pho King, Coyote's Mexican Restaurant, Battleground Restaurant & Bar, and the relocation of Arby's.

Under Business news, Mr. Wilke highlighted the May 4th Anniversary Commemoration that will bring many visitors to the area. Many events are planned for the year. A new business called EASiBUY is looking to partner with the City and would like to also partner with Kent State University. He also mentioned the Davey 40th Anniversary, the growth experience at Quality IP, Leppo Recognition on the Centurion Winners List, and the City's participation in the Ohio ITGA Conference.

Economic Measures saw Kent's Unemployment lower than Ohio and Portage County, Income Tax rates have held steady since 2015, and an increase in median household income.

Mr. Wilke confirmed to Ms. Schaffer that there has been a test of the water for bottled water and it was successful.

Mr. Kuhar thanked Mr. Wilke for his presentation.

Hearing no further business before this Committee, the meeting adjourned at 7:46 p.m.



Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) **Authorize conditional review authority for the ARB only at the parcel at the corner of Franklin, Summit and Mogadore Roads as presented.**



Streets, Sidewalks & Utilities Meeting Minutes

The City of Kent, Ohio
Wednesday, January 8, 2020

Mr. Roger Sidoti called the Streets, Sidewalks & Utilities Committee of Kent City Council to order at 7:46 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Mr. Robin Turner; Ms. Tracy Wallach

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. Harrison Wicks, Assistant to the City Manager; Mr. Kevin Schwartzhoff, Parks and Recreation Director; Mr. Dave Coffee, Budget and Finance Director; Chief Tosko; Mr. Jim Bowling, City Engineer; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

ABSENT: Mr. Garret Ferrara

There were three (3) items on the Agenda.

1. Consideration of a Request for Water Line Tie-In

Mr. Ruller explained Arby's will be moving down the street but out of the city and will need water.

Mr. Jim Bowling stated that Arby's is moving and is in need of water and needs to request approval from Council to tap into the water on St. Route 59.

Ms. Schaffer asked if they are participating in the JEDD, which Mr. Bowling confirmed they are not but will be paying a 50% surcharge for water usage.

MOTION TO APPROVE THE REQUEST FOR A WATER LINE TIE-IN AT 1821 EAST MAIN STREET WITH AN EMERGENCY CLAUSE made by Mr. Amrhein, seconded by Mr. DeLeone and *CARRIED* by a voice vote of 7-1 with Ms. Wallach voting against.

2. Proposed License Agreement for Outdoor Patio at 101 Crain Avenue

Mr. Bowling said they are still working on the final solutions but are here to request authorization of space that used to be Crain Ave. for an outdoor patio.

Mr. Kuhar asked is the Brewery is planning on using a well or city water. It was confirmed the Brewery is planning on using city water.

MOTION TO AUTHORIZE A LICENSE AGREEMENT FOR AN OUTDOOR PATION AT 101 CRAIN AVENUE WITH AN EMERGENCY CLAUSE made by Ms. Schaffer, seconded by Mr. Kuhar and *CARRIED* by a voice vote of 7-0-1 with Mr. DeLeone abstaining.

3. Request to Submit a "Bike Friendly Community" Designation Application

Mr. Ruller highlighted the improvement in biking in Kent over the years and the awareness of Kent becoming a "Bike Friendly Community". A few communities in the area have done this as well as Kent State University becoming a Bike Friendly Campus. In order to apply for initial designation requires a Council resolution; this organization wants to ensure this is not a solely a staff led initiative but

something the community and its leaders support. Mr. Ruller introduced Mr. Wicks to present to Council.

Mr. Wicks explained the Sustainability Commission began to look at this in November 2019 and recommended it as an extenuation of the hard work already done and to align with Kent State University as well. Mr. Wilder Hritz from the Sustainability Commission was in attendance in the audience, as well as representation from Kent State University.

Ms. Rosenberg asked if this was the same organization businesses can apply for this designation.

Mr. Wicks confirmed this is the same organization that many businesses in neighboring cities have applied for this status. There are three different categories to apply for this designation- University, Community and Business.

Ms. Wallach asked for clarification of the different levels awarded.

Mr. Wicks said there is a formula to determine the level of status after application is submitted. They will provide recommendations of ways to hit different levels. A feedback report will be sent to highlight areas to improve upon to move to the next "level".

Mr. DeLeone confirmed the application and awarding process.

Mr. Turner asked Mr. Hritz for his input on community outreach and if this is a priority.

Mr. Hritz confirmed this was discussed in November before he was a member of the Sustainability Commission.

Members of the Community who wished to address Council on this issue were:

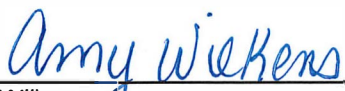
- Ann Ward at 474 Longmere Drive, Kent is in favor of this application. Other cities in Ohio have achieved this status and she believes Kent can too. She said it will make bicycle use more attractive and an appropriate alternative to using a car.
- Randy Rohudski- 234 Highland Avenue introduced himself as a lifelong bicyclist and believes this is long overdue. He has many frustrations with biking in Kent and believes Kent has a long way to go.
- Rick Hawksly at 120 Portage Street brought to everyone's attention that one hundred years ago there were more bicycles in Kent than people and that now there are more automobiles than people along with a climate crisis. City Council can enact policies to get people out of automobiles.

Ms. Schaffer and Ms. Wallach both agreed with the visitor comments that it is overdue and needed to help with the current climate crisis.

Ms. Rosenberg had looked into applying for a Bike Friendly Business designation and is aware there is a lot of work that is needed to apply. She is happy to see the City is applying for this status.

MOTION TO AUTHORIZE A REQUEST TO SUBMIT A "BIKE FRIENDLY" DESIGNATION APPLICATION WITH AN EMERGENCY CLAUSE made by Ms. Schaffer, seconded by Ms. Wallach and CARRIED by a voice vote of 8-0.

Hearing no further business before this Committee, the meeting adjourned at 8:07 p.m.



Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) Authorize the water extension and tie-in for the new Arby's located at 1821 E. Main Street.
- 2) Authorize the proposed right of way license agreement to allow an outdoor patio at 101 Crain Avenue.
- 3) Authorize the submission of the proposed "Bike Friendly Community" designation.



Finance Committee Meeting Minutes
The City of Kent, Ohio
Wednesday, January 8, 2020

Mr. DeLeone called the Finance Committee of Kent City Council to order at 8:07 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Mr. Robin Turner; Ms. Tracy Wallach

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. Harrison Wicks, Assistant to the City Manager; Mr. Kevin Schwartzhoff, Parks and Recreation Director; Mr. Dave Coffee, Budget and Finance Director; Chief Tosko; Mr. Jim Bowling, City Engineer; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

ABSENT: Mr. Garret Ferrara

There was one (1) item on the Agenda.

1. Kent Parks & Recreation Master Plan Contract Award

Mr. Ruller introduce the new Parks and Recreation Director, Kevin Schwartzhoff to present on the Master Plan. Now is the time to get input from the community to move forward on this Master Plan. There will not be a bid process on the Master Plan.

Mr. Schwartzhoff explained that the last plan was done 25 years ago and since then the Parks have seen great growth. He stated it is the time to find out from the public what is being done right or wrong and where improvement is needed.

Mr. Schwartzhoff has worked with Brandstetter Carroll on other projects and approves of their work. Surveys, steering committee reports and input from the community will all be received from this process. The cost is \$75,000 which is comparable with similar communities throughout Ohio.

Ms. Rosenberg asked if by going through the Master Plan process it will enable the application for grants to be a little easier.

Mr. Schwartzhoff stated that public participation is helpful to get grants. It makes us more competitive and gives information we might not have had when applying for grants.

Ms. Wallach asked if Brandstetter Carroll will they use information from a recent feasibility study for community center and Mr. Mr. Schwartzhoff confirmed they will be.

Ms. Schaffer asked about the work previously done on the trails.

Mr. Schwartzhoff said those already planned to be improved will continue.

MOTION TO AUTHORIZE THE KENT PARKS AND RECREATION MASTER PLAN CONTRACT AWARD WITH AN EMERGENCY CLAUSE made by Mr. Sidoti and seconded by Mr. Amrhein and **CARRIED** by a voice vote of 8-0.

Hearing no further business before this Committee, the meeting adjourned at 8:16 p.m.



Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) Authorize the proposed bid waiver and bid award for a new Kent Parks Master Plan study to Brand Stetter as presented.



Land Use Committee Meeting Minutes
The City of Kent, Ohio
Wednesday, January 8, 2020

Ms. Heidi Schaffer called the Land Use Committee of Kent City Council to order at 8:15 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Mr. Robin Turner; Ms. Tracy Wallach

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. Kevin Schwartzhoff, Parks and Recreation Director; Mr. Dave Coffee, Budget and Finance Director; Chief Tosko; Mr. Jim Bowling, City Engineer; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

ABSENT: Mr. Garret Ferrara

There was one (1) item on the Agenda.

1. Consideration of a Request to Vacate City Street Right of Way

Mr. Ruller postponed this discussion as the information is not ready to be presented.


Hearing no further business before this Committee, the meeting adjourned at 8:16 p.m.

MOTION FOR COUNCIL TO ENTER AN EXECUTIVE SESSION IN ACCORDANCE WITH ORC §121.22 Section G, Item (1): *To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing made by Mr. Amrhein and seconded by Mr. DeLeone.*

On Roll Call voting "yes" Mr. Amrhein, Mr. DeLeone, Mr. Kuhar, Ms. Rosenberg, Ms. Schaffer, Ms. Wallach, Mr. Sidoti and Mr. Turner.

MOTION TO EXCUSE MR. FERRARA FROM THE EXECUTIVE SESSION made by Mr. Kuhar and seconded by Mr. DeLeone and CARRIED with a voice vote 8-0.

MOTION TO END THE EXECUTIVE SESSION AND RETURN TO REGULAR SESSION was made at 8:30 p.m. by Mr. Kuhar and seconded by Mr. Amrhein and CARRIED with a voice vote 8-0.



Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) Authorize the proposed land swap as presented. - Tabled