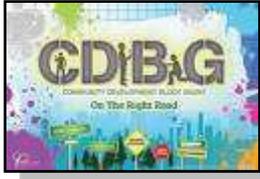




Community Development Committee

1. CDBG 2015-19 Consolidated Plan and 2015 Project Funding



Bridget and Dan Morganti have requested Committee time to review the updated 5 Year Consolidated Plan for Kent's CDBG program. The development objectives outlined in the updated Consolidated Plan remain unchanged from the current 5-Year Plan. Bridget and Dan have also completed the 2015 CDBG project funding recommendations for Council's approval. The City has been advised by HUD that funding for Kent in 2015 will be \$253,380 which is \$15,398 less than the 2014 allocation. With those funds Bridget and Dan are recommending funding a total of 7 Kent projects that have CDBG eligible funding needs and submitted a funding request. (attachment)

Administration Recommendation

In total, the 8 CDBG funding requests received in 2015 from community organizations amounted to \$281,000 -- which is \$27,620 more than the 2015 allocation, so staff had to defer and/or not fully fund some project requests. I support the staff funding recommendations and I encourage Council's support for both the 5 Year Consolidated Plan update and the CDBG funding recommendations for 2015.

Council Action

Adopt the 5 Year Consolidated Plan Update and approve the proposed 2015 CDBG project funding allocations.

2. Portage County Recycling/Solid Waste Plan



Gene Roberts has requested Committee time for Council to consider the updated Portage County Solid Waste Plan. The updated Plan requires Kent to decide whether to renew the City's commitment to use the recycling services of the Portage County Solid Waste Management District or bid out recycling and trash collection (as a combined package) for private collection services. Jim Silver notes that the City is in a lawsuit over recycling services for multi-family properties and he will explain any legal consequences that he foresees under either option. (attachment)

Administrative Recommendation

Kent has set the standard for recycling for decades and Gene, Jim Silver, Dave Coffee and I believe that continuing the successful relationship with the Portage County Solid Waste District is the most advantageous option for the City and we recommend Council authorize the renewal of the City's recycling services contract with the Portage County Solid Waste District as presented.

Council Action

Authorize staff to renew the City's recycling services contract with the Portage County Solid Waste District as presented.

Community Development Committee (continued)

3. City CHIP Program and Revolving Loan Fund Amendments

Bridget Susel has requested Committee time for Council's consideration of a couple of amendments to the City's CHIP and Revolving Loan funds. Bridget notes that the existing CHIP and Revolving Loan fund priorities have failed to attract applicants and those funds have remain unused. Bridget believes that the City needs to modify those funding priorities in order to put the funds to their intended use or we jeopardize receiving further funding from the State in these program areas. Bridget is recommending re-directing the funds to support two non-profit rental properties in Kent (Family & Community Services and Coleman). (attachment)

Administrative Recommendation

I recommend Council's support for the proposed CHIP and Revolving Loan Fund program amendments.

Council Action

Authorize the proposed CHIP and Revolving Loan Fund amendments as presented.

4. Brimfield-Kent JEDD Tax Rates Re-affirmation

Bridget Susel and Tom Wilke have requested Committee time for Council to re-authorize the tax rate schedule previously approved by City Council for the Kent-Brimfield JEDD. For administrative purposes, Jim Silver is recommending City Council and Brimfield Township Trustees re-affirm the tax rates approved in the last JEDD amendment in 2010. (see attachment)

Administrative Recommendation

There is no change in the tax rate schedule and I recommend Council's approval.

Council Action

Renew authorization of the Kent-Brimfield JEDD tax rate schedule as presented.

Health and Safety Committee

5. Memorandum of Understanding with Portage County EMA

Chief Tosko has requested Committee time to review a county-wide proposal to fund the County USAR (search and rescue) team through a new county-wide fee shared by all of the participating Fire Departments in Portage County. Chief Tosko reports that at 2 cents per capita the City's share would be approximately \$570/year. At the request of the Fire Chiefs the County has developed a Memorandum of Understanding (MOU) that would formalize the new 2 cents per capita charge and John is seeking Council's approval to commit Kent as a participant to the MOU. (attachment)

Administrative Recommendation

The proposed new fee is something that Chief Tosko supports and believes can be absorbed within his existing budget and I recommend Council's authorization to enter into the new countywide MOU for County UAR.

Council Action

Authorize the staff to enter into the proposed UAR memorandum of understanding as presented.





Streets, Sidewalks & Utilities Committee

6. City-Kent State University Waterline Easement Agreement Renewal

Jim Bowling has asked for Committee time to request Council's authorization to renew City waterline easements that are located on Kent State University property. The current agreements are 40 years old and require renewal. Jim is asking for authorization to renew the agreements for 10 years. (attachment)

Administrative Recommendation

I recommend Council's approval to renew the existing waterline agreements that run across Kent State University property.

Council Action

Authorize the waterline easement renewals as presented.

7. White Oaks Subdivision Phase III Dedication Status Report

Jen Barone has requested Committee time to seek Council's authorization to accept the proposed dedication of the private infrastructure constructed for Phase 3 of the White Oaks subdivision. (attachment)



Administrative Recommendation

Jim Silver is working with the developer and the developer's attorney to finalize satisfactory terms to meet the administrative requirements for infrastructure dedication for the White Oaks Subdivision (Phase III) in conformance with the City's subdivision regulations and I recommend Council's authorization to accept the dedication pending completion of the administrative agreement under negotiation by the Law Director.

Council Action

Accept the infrastructure dedication for Phase 3 of the White Oaks subdivision under the terms presented.

8. Electric Supply for City Utility Plants

Gene Roberts has requested Committee time to seek Council's re-approval of their previous authorization in 2009 to allow Gene to negotiate power supply rates for the City's utility plants separate from the City's agreements with NOPEC and ESIP. Power supply is a high cost item for the City's utility plants and the flexibility to negotiate independent power supply deals has enabled the plants to keep electric costs as low as possible. (attachment)



Administrative Recommendation

Gene and the utility plant managers believe that this flexibility in negotiating power supply is critical to keeping costs down and utility rates low so I recommend that County re-authorize Gene and his staff to continue to negotiate for the best prices.

Council Action

Re-authorize the staff to negotiate power supply pricing for the City's utility plants.

Finance Committee

9. 2015 Budget Appropriation Amendments

Dave Coffee has been working with the department heads to review the 2014 budget carry-over items that need to be re-appropriated or adjusted for work planned in 2015 and he has submitted 2015 budget amendments for that purpose. (attachment)



Administration Recommendation

I recommend Council's authorization of the 2015 appropriations amendment.

Council Actions

Approve the 2015 budget appropriations amendment as presented.

Finance Committee (continued)

10. New Part-Time Accreditation Position, Health Department

Jeff Neistadt has requested Committee time to discuss the requirements of changes in state law (HCR 29, Chapter 3701-36) that mandate public health departments to meet accreditation standards. The aim of accreditation is to improve the quality of practice and performance within public health departments and to increase accountability of health departments to residents. As required by law, local health districts are now required to become eligible for accreditation by 2018 (completed community health assessment, health improvement plan and agency strategic plan) and achieve accreditation by 2020. Jeff has proposed a new position, Part Time Accreditation Coordinator, to lead Kent's accreditation effort. Jeff is requesting \$33,992 to cover payroll and benefits for this position and he is recommending allocating a portion of the increased revenues from Health Department fees to cover those costs. (attachment)

Administrative Recommendation

Since accreditation is a state mandate and Jeff has the funds to cover those costs, I recommend Council's support.

Council Action

Authorize the new Part Time Accreditation Position in the Health Department as proposed.

11. New Electrical Technician Position, Service Department Request

Dave Coffee, Gene Roberts and I have decided to defer this item until more cost data can be collected under the new contract for traffic electric services with Thompson Electric. Once we have more data (6 months to 1 year) the staff will re-evaluate the costs and make a more informed determination for the most cost effective option moving forward.

Administration Recommendation

Item deferred until further notice.

Council Actions

No action necessary.

12. Temporary City Hall Relocation Options

Gene Roberts, Dave Coffee and I have requested Committee time to update Council on our progress towards identifying possible temporary relocation options for City Hall functions. We have identified 4 location options that we think could serve as suitable temporary locations and we want to run those by Council for further input and discussion. (attachment)

Administration Recommendation

Receive the staff report and direct staff accordingly.

Council Actions

Receive the staff report and direct staff accordingly.

13. Purchase Agreement for 4 Parcels on College Street

Jim Silver has asked for Committee time to report on the status of his efforts to purchase the final 4 parcels (1 owner) necessary for the construction of the new Police station.

Administration Recommendation

Receive the staff report and direct staff accordingly.

Council Actions

Receive the staff report and direct staff accordingly.



Information Items

1. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for January 2015. Permit revenues were \$4,040 for the month with the most permits being issued for existing commercial properties (13 permits). There were 38 code enforcement items in January, most of which were related to property maintenance and snow removal. (attachment)

2. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of January 2015. Overall the City income tax collections are up 21.17% (\$197,984) from January 2014. Kent State University's collections thru the end of January are up 4.38% (\$17,396). (attachment)

3. Citizen Action Center Summary Report

Suzanne Stemnock has put together a year-end summary report for questions and requests submitted by residents through the online Citizen Action Center that I have included for your information. (attachment)