



## Main Street Kent 2014 Q1 Goals & Accomplishments

**Marketing Activity** – Main Street Kent continues to provide collaborative marketing opportunities to the downtown businesses, inviting Ohioans to Kent to shop, eat, and enjoy all downtown Kent has to offer. We also repeat successful events and develop new ones to entice visitors to come to Kent and explore.

- **Beatles 50<sup>th</sup> Anniversary Progressive Event** – Feb. 8, 2014. The first of its kind, Main Street Kent held this fun, progressive evening. The event included a cocktail hour with live music at Venice Cafe, dinner at Laziza, concert at The Kent Stage, and dessert at Secret Cellar – a combination of “old” and “new” venues in downtown Kent. Event sponsors included: Hall-Green Agency, Marathon Financial Services, and Portage Community Bank. Turnout was great and event-goers showed great interest in doing similar events. Plans are in the works for a similar event in August, 2014.
- **Chocolate Walk** – Feb. 15, 2014. This successful event continues to grow, yielding profits for Main Street Kent. Two hundred tickets were sold at \$20 each, and people came from communities all around for the event. Business owners reported seeing many new customers and having significantly increased sales. All business owners said they would participate again.



- **Super Saturday** – May 3, 2014. Local business Off the Wagon participated in National Comic Book Day and Main Street Kent built a fun event around it. Many businesses had special offerings that day including super sidewalk sales, raffles, specials, super hero costume contests, and more. “Super Squirrel” made his debut, walking around town for photo opportunities with shoppers, many who were dressed up too.



## Advertising

- **Super Saturday Section** – Main Street Kent coordinated an 8-page, full-color tabloid section (an “insert”) for the local Record-Courier and weekly newspapers, highlighting the activities of Super Saturday and the advertisements of seventeen local businesses.
- **Cleveland Scene** – Main Street Kent placed a ¼ page ad promoting our downtown in the “Best of Cleveland” issue; 50,000 copies were released on April 23<sup>rd</sup> to hotels, travel centers, and other locations.
- **Facebook & Twitter** – We continue to post daily updates about events, live music, new businesses, promotions, random acts of art, exciting happenings, new products, and other relevant information about downtown Kent. Visit us! <https://www.facebook.com/MainStreetKent>
- **Website** – Mainstreetkent.org has been visited 256,744 times since being built in 2011. Updates weekly!

**Volunteers** – We continually recruit volunteers to participate on committees, help with projects/programs, and work at our events. We also benefit greatly from being a member of the Kent Community TimeBank, where we are able to “purchase” services for time credits rather than money. Some things we have had done through the TimeBank include graphic design, photography, and event assistance.

Month	Volunteer Hours
January	71
February	58
March	69
April	
May	
June	
July	
August	
September	
October	
November	
December	
<b>Total</b>	<b>198</b>

#### Upcoming Events

- **Masterpieces on Main Art & Wine Festival** - June 7<sup>th</sup> – our eighth annual event, featuring over 50 artists, seven wineries, five bands, and a fun photo booth!
- **Thursday Night Live Concert Series** – free outdoor concerts at the Hometown Bank Plaza, built to encourage people to eat and go shopping, then enjoy some fresh air, live music and community in the heart of our downtown.



### **Hometown Bank Plaza**

**7-9pm**

**June 19th - The Gage Brothers**

**July 17th - Lazy Susan**

**July 24th - xtra crispy**

**July 31st - Scarlet and the Earlots**

**August 14th - Hot Potatoes**

**August 21st - Jovan Wildre  
and the Wild Things**

**August 28th - Diana Chittester**

<b><i>Main Street Kent- 1st qtr report</i></b>		<b>2014 03/31/14</b>	
<b>INCOME</b>	<b>2014 BUDGET</b>	<b>Accrual</b>	<b>% Raised</b>
Eligible Towards City Income			
<b>Corporate Sponsors &amp; Foundations &amp; Board</b>			
--Board Member Donations	\$5,890	\$4,190	71%
--Art and Wine Sponsors	\$5,000	\$1,000	20%
--Beautification Sponsors	\$0		
--Holiday Lights	\$0		
--Int'l Festival Sponsors	\$1,500		0%
--Progressive Event Sponsors	\$0	\$2,250	
--Thur. Night Live Sponsors	\$1,100		0%
--Window Decorating contest sp.	\$850		0%
--Friend of Main Street Kent ( <\$151)	\$4,000	\$1,225	31%
--Excellent Partners (\$151-999)	\$3,000		
--Extraordinary Partners (to \$2500)	\$3,000		
--Distinctive Partner (to \$9999)	\$5,000		
--Legacy Partner Sponsors (\$10k+)	\$10,000	\$10,000	
<b>Total from Levels of Partnership</b>	<b>\$25,000</b>	<b>\$11,225</b>	
<b>Total Corporate Sponsors &amp; Foundations &amp; Boa</b>	<b>\$39,340</b>	<b>\$18,665</b>	<b>47%</b>
<b>Fundraisers</b>			
--Adopt a Tree			
--Annual Dinner	\$3,000	\$159	5%
--Art & Wine Festival	\$20,500	\$600	3%
--Chocolate Walk	\$4,000	\$3,846	96%
--Heritage Festival	\$1,000	\$0	0%
--International Festival	\$1,000	\$0	0%
--Progressive Events	\$4,000	\$2,695	67%
--Other Events misc	\$2,250		100%
<b>Total Fundraisers</b>	<b>\$35,750</b>	<b>\$7,300</b>	<b>20%</b>
Grants	\$0	\$0	
In Kind Donations	\$18,018	\$0	0%
Marketing & Advertising Campaign	\$15,000	\$1,723	11%
<b>Total Eligible Towards City Income</b>	<b>\$108,108</b>	<b>\$27,688</b>	<b>26%</b>
Adopt A Spot Contract with City	\$10,000	\$0	0%
AdoptASpot Sponsorships	\$10,000	\$2,241	22%
City of Kent- Contract	\$54,054	\$0	0%
Parking Passes & Misc. Income	\$150	\$94	62%
<b>Total Income</b>	<b>\$182,312</b>	<b>\$30,022</b>	<b>16%</b>
City contract: Limit = \$75,000 for 2014	\$54,054	\$13,844	
In kind Donations total	\$18,018	\$0	
Maximum In Kind Donations - 20% eligible income (- in kind)	\$18,018	\$0	
	<b>Budget</b>	<b>Actual</b>	

**CITY OF KENT  
BOARD OF ZONING APPEALS  
PUBLIC HEARING & BUSINESS MEETING  
JUNE 16, 2014  
COUNCIL CHAMBERS – KENT CITY HALL  
325 SOUTH DEPEYSTER STREET**

**I. CALL TO ORDER**

**II. PLEDGE**

**III. ROLL CALL**

**IV. PREAMBLE**

**V. ADMINISTRATION OF THE OATH**

**VI. NEW BUSINESS**

**A. BZ14-005      FRANKLIN BUILDING GROUP / SCOTT & MELISSA HUGHES  
603 WEST MAIN STREET**

Sections:      1169.05(1), 1161.09(b)(1), and 1161.09(b)(2)

Requests:      The applicant is requesting the following:

- |  |   |
|--|---|
| allow an expansion percent,  | 1) A variance from Section 1169.05(1) to of a non-conforming use greater than 25                                    |
| minimum side yard allow an addition to be 2 feet 1161.09(b)(1)), and | 2) A 4-foot variance from the 6-foot setback for a substandard lot, to from the side property line (Section         |
| minimum rear yard addition to be 2.5 (Section 1161.09(b)(2)).        | 3) A 25.5-foot variance from the 28-foot setback for a substandard lot to allow an feet from the rear property line |

**1. Public Comment**

**2. Board of Zoning Appeals Discussion / Action**

**B. BZ14-006      GEORGE ISTOCKI  
107 SOUTH DEPEYSTER STREET**

Sections:      1165.05(d)(1)(A) and 1165.05(d)(1)(B)(i)

Requests:      The applicant is requesting the following:

- 1) A variance from Section 1165.05(d)(1)(A)





# CITY OF KENT, OHIO

## DEPARTMENT OF COMMUNITY DEVELOPMENT

**DATE:** JUNE 6, 2014  
**TO:** KENT CITY BOARD OF ZONING APPEALS  
**FROM:** HEATHER PHILE, DEVELOPMENT PLANNER  
**RE:** STAFF REPORT FOR THE JUNE 16, 2014 BOARD OF ZONING APPEALS MEETING

The following case appears on the agenda for the June 16, 2014 Board of Zoning Appeals meeting:

### NEW BUSINESS

**CASE NO.:** BZ14-005

**APPLICANT:** FRANKLIN BUILDING GROUP / SCOTT & MELISSA HUGHES

**SITE LOCATION:** 603 West Main Street

**STATUS OF APPLICANT:** The applicants are the contractor and the owners of the property.

**REQUESTED ACTION:** The applicant is requesting the following:

- 1) A variance from Section 1169.05(1) to allow an expansion of a non-conforming use greater than 25 percent,
- 2) A 4-foot variance from the 6-foot minimum side yard setback for a substandard lot, to allow an addition to be 2 feet from the side property line (Section 1161.09(b)(1)), and
- 3) A 25.5-foot variance from the 28-foot minimum rear yard setback for a substandard lot to allow an addition to be 2.5 feet from the rear property line (Section 1161.09(b)(2)).

**ZONING:** This property is currently located in the R-2: Medium Density Residential Zone District.

**TRAFFIC:** The property is accessible from West Main Street and North Prospect Street.

**SURROUNDING LAND USES:** The property is surrounded by various residential uses on all sides.

**APPLICABLE CODE SECTIONS:** 1169.05(1), 1161.09(b)(1), and 1161.09(b)(2)

930 Overholt Rd., Kent, Ohio 44240 • (330) 678-8108 fax (330) 678-8030 • www.KentOhio.org

ANALYSIS:

This property is located at 603 West Main Street and is currently a legal, non-conforming two-family dwelling (duplex). This property is zoned R-2: Medium density residential, where only single family dwellings are permitted. The property is located on a corner, creating two fronts. This property is also considered a substandard lot, in that it does not meet the current lot size requirements in the R-2 zoning district.

The property owner would like to construct a two-story addition onto the existing duplex and add a 2-car garage. The garage will be connected to the house with a covered walkway. The garage will replace an existing detached garage that is 4.6 feet from the rear property line and is located on the side property line. The new garage will sit 2.5 feet from the rear property line and 2 feet from the side property line. The new addition will be in line with the existing house. The applicant states that the new addition and garage will be constructed to match the existing architecture of the house and the neighborhood.

The existing duplex is approximately 1546 square feet, including the porches. The proposed house addition will be approximately 671 square feet and the proposed new garage is approximately 795 square feet, totaling 1463 square feet. A non-conforming use may be expanded with approval by the Board of Zoning Appeals in that the expansion does not exceed 25 percent of the existing floor space, would not create a nuisance to the surrounding neighborhood, or would not constitute a threat to public health or safety. The applicant is requesting a 95 percent increase to the existing floor space. Since the garage will be attached to the main structure, the total square footage for the house addition and the garage was included in the calculation of the increase.

The minimum lot size in the R-2 zoning district is 11,000 square feet. This lot is currently 8415 square feet in size, making this a substandard lot. The setbacks for a substandard lot were used in the variance requests. Substandard lot setbacks differ in that the side yard is 10 percent of the width of the lot, but no less than 5 feet, and the rear yard is 20 percent of the depth of the lot, but no less than 20 feet. In this instance, the side yard setback would be 6 feet and the rear yard setback would be 28 feet.

CASE NO.: **BZ14-006**  
APPLICANT: **GEORGE ISTOCKI**  
SITE LOCATION: 107 South Depeyster Street  
STATUS OF APPLICANT: The applicant is the owner of the business.  
REQUESTED ACTION: The applicant is requesting the following:

- 1) A variance from Section 1165.05(d)(1)(A) to allow 160 square feet of total signage, where 50 square feet maximum for all signage is permitted,
- 2) A variance from Section 1165.05(d)(1)(B)(i) to allow three wall signs, where no more than one sign is permitted.

ZONING: This property is currently located in the C-D: Commercial - Downtown Zone District.

TRAFFIC: The property is accessible from South Depeyster Street.

SURROUNDING LAND USES: The property is surrounded by other commercial uses on all sides.

APPLICABLE CODE SECTIONS: 1165.05(d)(1)(A) and 1165.05(d)(1)(B)(i)

ANALYSIS:

This property is located at 107 South Depeyster Street. This property is home to EuroGyro and is currently zoned C-D: Commercial - Downtown. This case went before the Architectural Review Board on June 3, 2014. The ARB denied the applicant a Certificate of Appropriateness for the signage on the fence and asked that he remove the paint.

Since the applicant has agreed to remove the sign, the variances will not be needed.

CASE NO.: **BZ14-007**

APPLICANT: **TRANSOHIO PROPERTIES**

SITE LOCATION: 218 East College Avenue

STATUS OF APPLICANT: The applicant is the owner of the property.

REQUESTED ACTION: The applicant is requesting a variance from Section 1122.08(e) to allow the driveway to be counted as parking spaces.

ZONING: This property is currently located in the R-4: Multi-family Residential Zone District.

TRAFFIC: The property is accessible from East College Avenue.

SURROUNDING LAND USES: The property is surrounded by other residential uses on all sides.

APPLICABLE CODE SECTIONS: 1122.08(e)

ANALYSIS:

The property owner received Planning Commission approval in April for the conversion of this property from a single family to a rooming/boarding house with up to 4 unrelated persons. The applicant also received approval on lot size and minimum parking space variances by the Board of Zoning Appeals in April. The layout of the parking spaces was not approved, therefore the applicant is now requesting a variance to allow two parking spaces to be in the driveway in front of the garage.



The zoning code states that the driveway may not be counted as parking spaces to allow the separation of cars to move in and out of the site. The applicant is requesting a variance to use the driveway as parking for two of the required spaces.

cc: Applicants  
Case files  
Jennifer Barone, Development Engineer  
Bridget Susel, Community Development Director  
Eric Fink, Asst. Law Director

This property is located at 101 South Bayview Street. This property is zoned in EuroG and is currently zoned G-2 (Community - Downtown). This case will follow the Administrative Review and on June 20, 2014, the Board will hold a public hearing and a Commission of the City of Chicago for the proposed variance. The applicant has agreed to remove the sign for the property.

Since the applicant has agreed to remove the sign, the variance will not be needed.

APPLICANT	SITE LOCATION
TRANSORIO PROPERTIES	218 East College Avenue

APPLICANT: TRANSORIO PROPERTIES  
SITE LOCATION: 218 East College Avenue  
The applicant is requesting a variance to use the driveway as parking spaces. The property is currently zoned in EuroG and is currently zoned G-2 (Community - Downtown). This case will follow the Administrative Review and on June 20, 2014, the Board will hold a public hearing and a Commission of the City of Chicago for the proposed variance. The applicant has agreed to remove the sign for the property.

Since the applicant has agreed to remove the sign, the variance will not be needed.

CITY OF KENT HEALTH BOARD MEETING  
June 10, 2014  
325 S. DEPEYSTER STREET  
KENT, OH 44240  
Phone (330) 678-8109 Fax (330) 678-2082

AGENDA

1. MINUTES May 13, 2014 Meeting
2. OPEN COMMENTS/GUEST COMMENTS
3. REPORTS
  - A. Statistical Reports for May
  - B. Expenditures & Encumbrances for May
  - C. Health Commissioner's Report
  - D. Public Health Emergency Preparedness Report
  - E. Communicable Disease Report
4. ACTION ITEMS
  - A. Smoke-Free Air Contract with ODH
  - B. Public Health Quality Indicators
  - C. Accreditation Coordinator/Health Educator Position
  - D. IT
  - E. Community Health Assessment Outline
  - F. Community Health Improvement Plan
  - G. Cell Phone Vehicle Policy
5. DISCUSSION ITEMS
  - A. West Nile Virus Testing Scope of Work
  - B. Door Hangars
6. EXECUTIVE SESSION
7. ADJOURN MEETING

If you require assistance to attend this meeting, please contact the Health Department at (330) 678-8109.

JN/trr

cc: Health Board  
City Manager  
Clerk of Council  
Health Staff  
Mayor  
News Media  
Post  
File

Kent City Health Department  
325 S. Depeyster Street  
Kent, Ohio 44240  
HEALTH BOARD MINUTES  
May 13, 2014

**Board Members Present**

Chris Woolverton  
Jack Amrhein  
John Gwinn  
Doug Wagener  
Pam Freeman

**Members Absent**

Marchelle Bobbs

**Staff Present**

Jeff Neistadt

**Guest**

Mayor Fiala

Doug Wagener called to order the Health Board Meeting of May 13, 2014 at 5:30 pm.

The minutes from the April 2014 meeting were distributed and reviewed by the Health Board members prior to the meeting.

**Motion:** A motion to approve the minutes from the April 2014 meeting was made by Jack Amrhein and seconded by Chris Woolverton. With no objections the motion passed.

**Open Comments**

Mayor Fiala attended the Health Board Meeting to address the Board Members. The Mayor offered his & the Kent City Council's thanks and appreciation for their volunteer service on the board. The Mayor distributed coffee mugs with the City of Kent Logo on them.

**Statistical Report** - Assets are up and increasing monthly.

**Expenditures and Encumbrance Report for April 2014**

Date	Vendor	Item	Amount
4/1/2014	Ohio Div. of Real Estate	Burial Permit Fee Report	\$67.50
4/1/2014	Treasurer, State of Ohio	RFE fee Transmittal for March 2014	\$420.00
4/1/2014	Treasurer, State of Ohio	FSO fee transmittal for March 2014	\$1,882.00
4/2/2014	Vehicle Maintenance	Work orders 11150 & 11666	\$221.33
4/3/2014	Quill.com	Global@Task Chairs (2 @104.99 each)	\$209.98
4/7/2014	Treasurer, State of Ohio	Qtrly Tech Fees for Jan - March 2014	\$12,024.00
4/17/2014	Com Doc	Copy overages Blanket order	\$400.00
4/17/2014	Jeff Neistadt	OEHA Travel Reimbursement	\$292.83
4/17/2014	Justin Smith	OEHA Travel Reimbursement	\$34.50
4/17/2014	Eric Gorczynski	OEHA Travel Reimbursement & RS Exam prep class fee	\$77.71
4/23/2014	Justin Smith	Reimbursement for expenses during vector control mtg.	\$15.00
4/23/2014	Justin Smith	Reimbursement for Regis. Fee for Blood borne Paths.	\$15.00

**Motion:** A motion to approve the expenditures and encumbrances from April 2014 was made by Chris Woolverton and seconded by Pam Freeman. With no objections, the motion passed.

## **Commissioner's Report**

Staff participated in the Northeast Ohio Regional Preparedness Exercise in April. We participated onsite with the Portage County Health Department staff. Many concerns were addressed after the exercise, which mainly dealt with poor communication with the EOC and staff not knowing or following their designated roles during the exercise.

We have ordered new carpet for the health department.

We have been approved by ODH to receive our annual state subsidy which is the carrot the legislature is using to promote pursuing public health accreditation in Ohio. We are to receive \$5,432.94 for our subsidy and we also receive a vital statistic kickback of \$2,366.69. We should be getting these monies any time now.

We submitted several articles for the Tree City Bulletin's summer edition including an article on dog bites, rental housing, the online inspection website, and IPM and mosquito control. The State of Ohio has approved local health departments to start to provide an anti-opiate drug called Naloxone. The drug is intended to counter the effects of heroin and is being distributed through several health departments right now. I am going to find out more information on this prior to bringing it in front of you for a decision on whether to offer it.

We are still waiting for the vital statistics kiosk to be configured here. A draft of the Public Health Quality Indicators which was part of the Public Health Futures Bill last year is complete. Meeting the standards will become part of our annual review for our state subsidy. There was no additional funding provided from ODH to meet the indicators but yet we still have to meet them annually as part of our state subsidy application.

There are new tattoo and body art rules out for review from ODH. The rules are in the comment period right now and are scheduled to be finalized and ready for adoption by September of this year. I have reviewed the proposed rules and think they are quite an improvement from the last set of rules established in 1998. Prior to September, I will be approaching this board to adopt them as our local ordinance replacing the City Code that is currently used. One issue of serious concern for me is that there is a City Code in place governing the tattoo parlors in Kent and a State Code available which is widely utilized by local health departments throughout the state including ourselves. In review of past board meeting minutes, I have yet to see where this board of health adopted the state code to utilize for our inspection guidelines. Even though the forms that were utilized during tattoo inspections follows the state code. Without the formal adoption of the State Code, we legally can only use the City Code to enforce the regulations.

We just received our data from our kindergarten vaccination survey that we conduct every year. In 2011, the immunization rates of kids going into Kindergarten were 63%. In 2012, the rates fell to 58%. In 2013, the rates rose significantly to 79%. Hopefully, our outreach efforts have helped this significant increase in kindergarten immunization rates here in Kent.

Kent has a confirmed case of e-coli. The individual had eaten a medium rare hamburger at a local restaurant. E-coli has surfaced in Toledo and Michigan as well same restaurant chain and has been traced back to the farm where the meat came from.

Finally, Included with your packet was information on elevated blood lead levels, medical insurance coverage, and infant mortality in Portage County for your use and information.

## **Action Items**

### **Indigent Burial Revisions**

Jeff stated that some modifications need to be made to this program. Once an indigent application is completed there is no way for the Health Department to verify income levels or assets. Most communities have their Law Department handle the issue of indigent burials. Jeff stated that there needs to be some changes made to the process, it is getting very expensive for us. The city is ultimately responsible for the disposal of an unclaimed body. When this indigent burial program began to be the Health Department's responsibility we don't know. Jeff stated that there is no policy on this program. Chris Woolverton stated that until we receive guidance from Council there is no indigent burial program.

**Motion:** A motion was made by Pam Freeman and seconded by Chris Woolverton to forward the Indigent burial program to the Law Department and City Council for review to make recommendations for creating a policy and amending the program.

### **Tattoo and Body Art Regulations**

New rules and regulations for Tattoos and Body Art are being drafted. The City has their own ordinance in regards to Tattoo Parlors. However, we should be enforcing the state code.

**Motion:** A motion was made by Chris Woolverton and seconded by Pam Freeman to adopt and enforce the code of the State of Ohio in regards to Tattoos and Body Art. With no objections, the motion passed.

### **Housing Appeals Board**

Jeff stated that his first Housing Appeal as Health Commissioner was filed recently regarding a fine imposed on an illegal rental. Several issues have surfaced with appeal process. The Housing Appeals Board was intended to be a third party decision maker when an appeal against a decision made by Health Department staff was made. There is no history to look back on as how these appeals are handled. The City ordinance states that the Law Director is the Secretary and is to notify the members of the appeal, and set up the hearing.

There was a problem with this because there has only been one meeting in the last 10 years that Tracy is aware of and there has never been an appeal that went before this board as far as she is aware, so attempting to contact members and figuring out how this should be conducted has been difficult. It was suggested that the Housing Appeals Board work be transferred over to the Board of Health, since this Board already meets monthly

**Motion:** A motion was made by John Gwinn and seconded by Chris Woolverton to move all business regarding appeals of Environmental Health and Housing Code decisions to the Board of Health. Jack Amrhein abstained. There were no objections, the motion passed.

#### Interns – Temporary Help

Jeff stated that he and Justin Smith went through interviews for summer help for the mosquito program. We would like the Boards approval to hire Amanda Klein and Jason Revesz. There was also a young lady that interviewed from Ohio University, her name is Callie James. She interviewed for mosquito intern because she needs an internship, but she would work out great with accreditation. Her coursework was pretty impressive.

**Motion:** A motion was made by Chris Woolverton and seconded John Gwinn by to approve the hiring of Interns Amanda Klein, Jason Revesz for summer mosquito help and Callie James for an unpaid internship for accreditation. There were no objections, the motion passed.

#### Smokin Tattooz

Smokin Tattooz had produced the necessary tattooing records we requested, regarding tattooing minors. They are still missing other documentation, so we will continue to inspect their establishment and records monthly for compliance.

#### Staff Cell Phones

Jeff stated that he had approached the City Management regarding a possible stipend for staff to use their personal cell phones for business while out in the field. There is currently no policy on this issue. We were told if the Health Department staff would get a stipend then the City would have to offer the same to the rest of the City staff. Jeff stated that he will pursue this further.

### West Nile Virus Testing Program

Jeff stated that he approached Chris Woolverton regarding West Nile Virus Testing. Jeff would like to enter into a contract with KSU for this testing program. A positive test for West Nile would result in that area being sprayed. The outcome of the this research program and testing will help us to determine the area that we will spray for mosquitos.

**Motion:** A motion was made by Jack Amrhein and seconded by John Gwinn to approve entering into a contract with KSU for the testing of West Nile Virus as a research project for students. The contract shall not exceed \$12,000. Chris Woolverton recused himself. There were no objections, the motion passed.

### Food Service Operator Survey

Jeff stated that he has been working for the last month creating the survey to see how the inspectors are doing. This survey will be available on line as well as on paper copy. This information will go from the operator to Health Commissioner. We will have a password protected survey so there is no fear of filling out the survey negatively if they so choose.

**Motion:** A motion was made by Chris Woolverton and seconded by Jack Amrhein to approve the customer satisfaction survey form. There were no objections, the motion passed.

### Discussions Items

#### Temporary Food Licenses

Jeff stated that this topic was placed on the agenda for discussion because of an issue that unfolded at the Kent Expo – The Taste of Kent held at Roosevelt High School. Jeff approached the Chamber of Commerce and explained to them that a temporary permit is required if accepting payment for an event that is serving food. Jeff stated that he would allow one permit to be issued but someone from the Chamber of Commerce must step forward and be responsible for the entire event. Next year we plan to all sit down and discuss the arrangements prior to the Expo.

Vital Stats Kiosk – Jeff stated that the vital stats kiosk is supposed to be installed (tomorrow) May 14, 2014. There apparently were some issues where the State IT Department would not contact Jack Herman and Jack Herman would not contact them. After the communication issue was resolved by Jeff making the contacts things started to move in the right direction.

Chris Woolverton stated that there was a motion by the board to have someone address the issues we have with our IT, regarding the Kiosk, Wi-Fi etc. There needs to be something done. Whoever is contract administrator for the IT department needs to deal with these issues.

Medical Director

The new Medical Director will be signing the contract with us for \$6,000. July 1, 2014 will be the starting date for Dr. Kirk Stiffler.

Measles /Mumps

City of Kent one suspected case of mumps and one confirmed e-coli.

CHA/CHIP

Community health assessment will not be costing us any money. However, the Community Health Improvement plan will be a different story. We will need to have more discussions on these items in the futures.

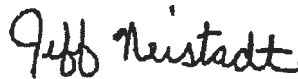
Being no further business to discuss, President Doug Wagener asked for a motion to adjourn.

**Motion:** A motion to adjourn the Health Board meeting of May 13, 2014 was made by John Gwinn and seconded by Jack Amrhein. With no further discussion the motion passed. The meeting adjourned.

Approved:



Doug Wagener, President Pro Tem



Jeff Neistadt, Secretary



## KENT HEALTH DEPARTMENT STATISTICAL REPORT 2014

	May 2014	YTD 2014	May 2013	YTD 2013
<b>HEALTH DEPT. \$ COLLECTED</b>				
FamAbuse fund	\$ 1,027.50	\$ 3,568.50	\$ 405.00	\$ 1,938.00
Vital Stats Rev.	\$ 5,822.50	\$ 20,221.50	\$ 2,295.00	\$ 10,982.00
Child Abuse	\$ 2,055.00	\$ 7,136.70	\$ 810.00	\$ 3,876.00
State VS	\$ 6,165.00	\$ 21,402.00	\$ 2,430.00	\$ 11,628.00
B Perm Rev	\$ 29.50	\$ 103.50	\$ 13.00	\$ 70.50
B Perm State	\$ 123.50	\$ 493.50	\$ 65.00	\$ 352.50
Food Estab.	\$ 342.00	\$ 17,879.90	\$ 615.00	\$ 10,187.25
Food Service	\$ 892.00	\$ 63,385.15	\$ 1,586.75	\$ 38,372.90
FSO Vending	\$ 0.00	\$ 889.12	\$ 0.00	\$ 655.00
Home Sewage	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Housing	\$ 4,415.00	\$ 24,290.00	\$ 5,330.00	\$ 20,325.00
Swim Pools	\$ 1,570.00	\$ 7,220.00	\$ 2,447.50	\$ 3,262.50
SolWst(Trks)	\$ 225.00	\$ 1,375.00	\$ 810.00	\$ 570.00
Tattoo Parlors	\$ 0.00	\$ 300.00	\$ 0.00	\$ 300.00
*Misc(Xerox, etc.)	\$ 0.00	\$ 2,128.20	\$ 22.50	\$ 34.70
Late fees & fines	\$ 75.00	\$ 75.00	\$ 0.00	\$ 0.00
MAC Claiming	\$ 6,954.99	\$ 6,954.99	\$ 0.00	\$ 4,886.82
**ST Subsidy	\$ 7,799.63	\$ 7,799.63	\$ 0.00	\$ 4,886.82
<b>TOTAL COLLECTED</b>	<b>\$ 37,496.62</b>	<b>\$ 185,222.69</b>	<b>\$ 16,829.75</b>	<b>\$ 112,327.99</b>
<b>TO STATE</b>				
FamAbuse fund	\$ 996.65	\$ 3,461.36	\$ 12.15	\$ 2,047.77
Food Estabs	\$ 28.00	\$ 1,344.00	\$ 84.00	\$ 1,400.00
Bur.Permits	\$ 123.50	\$ 493.50	\$ 65.00	\$ 397.50
Child Abuse	\$ 1,993.35	\$ 6,922.89	\$ 24.30	\$ 4,095.39
State VS QTRLY	\$ 6,165.00	\$ 21,402.00	\$ 2,430.00	\$ 15,021.00
Food Service	\$ 56.00	\$ 4,096.00	\$ 56.00	\$ 3,656.00
Food Vendors*	\$ 0.00	\$ 126.00	\$ 0.00	\$ 66.00
Swim Pools	\$ 1,445.00	\$ 2,595.00	\$ 500.00	\$ 1,220.00
Wells	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL</b>	<b>\$ 10,807.50</b>	<b>\$ 40,440.75</b>	<b>\$ 3,171.45</b>	<b>\$ 27,903.66</b>
<b>TOTAL ASSETS</b>				
	\$ 26,689.12	\$ 144,781.94	\$ 13,658.30	\$ 84,424.33
+Admin fee to Vital Stats	\$ 92.50	\$ 321.24	\$ 36.45	\$ 197.41
-3% FamAbuse	\$ 30.85	\$ 107.13	\$ 12.15	\$ 65.83
-3% ChildAbuse	\$ 61.65	\$ 214.11	\$ 24.30	\$ 131.58

STATISTICAL REPORT Cont.	May 2014	YTD 2014	May 2013	YTD 2013
<b>PERMIT/lic.</b>				
Food Estabs	0	49	3	51
Food Service+(temps)	0	143	7	151
FS Vending	0	21	0	21
Home Sewage	0	0	0	0
Housing	29	115	26	116
Solid Waste	4	26	47	48
Swim Pools	4	23	3	16
Septic Haul.	0	0	0	0
Tattoo Parlors	0	2	0	4
Other	0	0	0	0
<b>TOTAL</b>	<b>37</b>	<b>379</b>	<b>86</b>	<b>407</b>
<b>MOSQ.CONT.</b>				
Sites Treat.	0.0	0.0	0.0	0.0
Adulticide	0.0	0.0	0.0	0.0
Tot Man Hrs	94.5	115.0	20.0	36.0
<b>COMPLAINTS</b>				
Received	26	127	30	124
Abated	21	114	30	116
<b>LEGAL.COMPL.</b>				
Filed	0	0	0	2
Pre-trials	0	0	0	0
Trials	0	0	0	0
<b>COMM.DISEASE</b>	23	68	14	146
<b>VNA CLINICS IMMUNIZATIONS</b>	9	47	2	94
<b>BIRTH Copies issued</b>	266	717	46	221
<b>DEATH Copies issued</b>	419	1662	224	1448

**KENT CITY PLANNING COMMISSION  
BUSINESS MEETING  
JUNE 17, 2014**

**COUNCIL CHAMBERS  
KENT CITY HALL  
325 S. DEPEYSTER STREET  
7:00 P.M.**

**A G E N D A**

- I. CALL TO ORDER
- II. ROLL CALL
- III. READING OF PREAMBLE
- IV. ADMINISTRATION OF OATH
- V. CORRESPONDENCE
- VI. OLD BUSINESS
- VII. NEW BUSINESS
- VIII. MEETING MINUTES:      May 6, 2014 - May 20, 2014
- IX. OTHER BUSINESS
  - A.    Update on Rental Registration
  - B.    Discussion of Zoning Code Chart
- X. ADJOURNMENT