



Health and Safety Committee

1. Modifications to the Second Hand Retail Ordinance

The staff have requested Committee time to review the latest round of modifications to the City's second hand retail Ordinance with Council. The scope of the coverage of the Ordinance has been reduced per the direction of City Council and as a result of feedback from the store owners affected by the Ordinance.

Administration Recommendation

Chief Lee and Jim Silver have reviewed the latest round of modifications to the Ordinance with the retail store owners and I recommend Council's support for the proposed changes.

Council Actions

Adopt the proposed modifications to the Second Hand Retail Ordinance.

2. Festival of Lights Street Closure Request

The Kent Area Chamber of Commerce has requested Council's consideration to allow for the closure of the Main Street bridge in conjunction with the Festival of Lights event scheduled for December 1, 2012. The event has been ongoing for many years but the new request to close the street requires Council approval. (attachment)

Administration Recommendation

The Chamber has obtained the signatures of adjacent businesses in support of the street closure and I recommend Council's authorization to close the Main Street bridge from 5:30 to 7:30 pm (coinciding with the arrival of Santa).

Council Actions

Approve the street closure for the Festival of Lights event.

Community Development Committee

3. Policy for Transfer of State Liquor Licenses (Trexing)

The State of Ohio has begun to allow the transfer of liquor licenses between communities and the staff has requested Committee time with Council to review the legislation and to begin to develop a City policy for guidance in the review of possible new liquor license requests that come in as a Trexing proposal.

Administration Recommendation

In recognition of the high demand for liquor licenses in Kent, the staff and I would like policy guidance from City Council for the future consideration of new liquor licenses that fall under the Trexing category.

Council Actions

Consider the new legislation and direct staff accordingly.



Community Development Committee (continued)

4. PARTA Agreement Amendment for Veterans Memorial Project

Jim Bowling has requested Committee time for Council to consider approving proposed amendments to the existing City-PARTA Agreement in order to address the recent addition of the Veterans Memorial Project. (attachment)

Administration Recommendation

The original City-PARTA Agreement did not contemplate the construction of a Veterans Memorial so the staff and I are recommending Council's authorization to amend the Agreement to reflect the terms and conditions developed for the Veterans Memorial. (attachment)

Council Action

Amend the City-PARTA Lease Agreement to include the Veterans Memorial Project.

5. Resolution of Support for Coleman Housing Project

Bridget Susel has requested Committee time to seek Council's authorization to submit a resolution of support for a Coleman supportive housing grant request through the Ohio Housing Finance Agency. The Coleman project request includes an 11 unit, \$1.2 million housing project that will be located in Kent. The project will provide supportive housing for young adults struggling with persistent mental illness. (attachment)

Administration Recommendation

There is no fiscal impact on the City and I recommend Council's support.

Council Actions

Authorize a resolution in support of the Coleman Housing grant request.

Streets, Sidewalks and Utilities Committee

7. Federal-Local Project Agreements

Jim Bowling has requested Committee time to seek Council's approval to enter into 5 local project agreements with ODOT for state grant funded transportation projects. The projects include: SR43 Signal Improvements, N. Depeyster Resurfacing, Portage Hike and Bike Trial, Franklin Avenue Resurfacing and Fairchild Avenue resurfacing. (attachment)

Administration Recommendation

These are important City infrastructure projects with local funding in place to be completed and I encourage Council's support.

Council Actions

Authorize staff to enter into the local project agreements.

8. Public Service Mutual Aid Agreement with the City of Stow

Gene Roberts has requested Committee time to review a draft mutual aid agreement with the City of Stow for sharing public service equipment and possibly manpower between the two cities during periods of emergency. (attachment)

Administration Recommendation

Mayor Fiala, Gene and myself have been meeting with the Mayor of Stow and representatives from her staff to outline terms of a mutual aid agreement for the past 6 months and I am recommending Council's authorization of the agreement.

Council Actions

Authorize staff to enter into a mutual aid agreement with the City of Stow for public service related equipment and personnel.



Streets, Sidewalks and Utilities Committee

9. University Edge Project Right of Way Dedication and Easements



Jen Barone has requested Committee time to present Council with a request from the developers of the University Edge (previously Sunrise Apartments) housing project to accept the street right of way dedication on Rhodes Road, a shared use path easement, a storm sewer easement and two public water easements. (attachment)

Administration Recommendation

The City's engineers have deemed the dedication items to be in conformance with City standards and I recommend Council's support for accepting the right of way and easement dedications as presented.

Council Actions

Authorize the acceptance of the right of way and easement dedications.

10. PARTA Foundation Easement Request



Jim Bowling has requested Committee time to seek Council's approval to convey a 931 square foot easement in the City right of way along Erie Street to PARTA for their building foundation. The value of the easement is calculated at \$9,391. (attachment)

Administration Recommendation

If the City is willing to donate the easement, PARTA can avoid the grant requirements of obtaining multiple appraisals for the value of the easement, which takes time and is moderately costly given the relatively small size of this easement. Jim and I are recommending that we donate the easement to PARTA.

Council Actions

Authorize the staff to donate the easement for the PARTA foundation.

Finance Committee

11. City Incubator Tenant Agreements



Dan Smith has requested Committee time to review the status of the City's incubator tenant agreements with Localingua, Capelli Salon and Regional Growth Corporation in the Summit Street Incubator. Dan reports that the tenant agreements are set to expire and one tenant is planning to vacate their office and the two others have requested extensions. (attachment)

Administration Recommendation

Dan and I recommend Council's authorization to advertise the soon to be vacant space and renew the tenant agreements as presented.

Council Actions

Authorize the tenant agreement modifications as presented.

12. Joint Asphalt Recycling Equipment Purchase



Gene Roberts has requested Committee time for Council's consideration to authorize staff to purchase a larger and more expensive asphalt recycling machine than previously approved (from \$90,000 to \$135,000), using funds from the City of Ravenna (and possibly the City of Stow) to make up the difference for what would be a shared-use piece of equipment. (attachment)

Administration Recommendation

Mayor Fiala, Gene and I have been working to promote more joint purchases among Kent and our neighboring cities to save money, and this asphalt recycler unit is one of the first results of our efforts, and I recommend Council's support.

Council Actions

Authorize staff to proceed with the joint asphalt recycler purchase.

Finance Committee

13. Sale of Surplus City Property

Dan Smith and Gene Roberts have requested Committee time to seek Council's authorization to sell surplus City property to the adjacent property owner for \$1,000. Gene reports that the City property located at 1277 W. Main Street is a non-buildable lot that the City took possession of in 1996. The City has been maintaining the property but since it has no functional value to the City, Gene is recommending selling it to the adjoining property owner, Mr. Robert Milan, Milan Key Shop. (attachment)

Administration Recommendation

Gene and Dan have worked with the Mr. Milan to reach acceptable terms for the land sale and I would recommend Council's support for the property sale.

Council Actions

Authorize staff to sell the parcel to Mr. Milan in accordance with the terms as presented.

14. Appropriations Amendment

Dave Coffee has been working with the department heads to reconcile the approved 2012 budget line items and he has prepared the necessary appropriations amendments to reflect the changes needed to balance those line items. I would note that the amendments reflect net reductions in the capital fund and stormwater fund. (attachments)

Administration Recommendation

I recommend Council's authorization of the appropriations amendments.

Council Actions

Approve the appropriations amendments as presented.

15. Annual Review of the 5 Year Capital Plan

Staff has prepared the draft 2013 Capital Improvement Plan for Council review. The capital plan provides a schedule of projects and financing for 2013 through 2017 based on a prioritization of most critical needs. It is important to remember that the project list is constrained in order to stay within available funding levels. (attachment)

Administrative Recommendation

Review and approve the 5 Year Capital Improvement Plan.

Council Action

Approve the Capital Improvement Plan.

Information Items

1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of July 2012. Overall the City income tax collections are up 6.96% (\$444,986) from July 2011. Kent State University's collections thru the end of July are up 2.36% (\$59,180). (attachment)

2. September Planning Commission Meeting

Bridget Susel has enclosed copies of the Planning Commission agenda and staff report for the September 4th Planning Commission meeting. There is 1 item up for consideration: 1)247 N. Water Street, Wells Sherman House relocation. (attachment)

FOR SALE!



Information Items

3. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for July 2012. In 2012 calls for service are up 4% (508 calls); traffic citations are up 30% (523 tickets); accident incidents are down 8% (37 incidents) and serious crimes are up 10% (48 cases). (attachment)

4. Architectural Review Board Meeting

Bridget Susel has enclosed copies of the Architectural Review Board agenda for the September 4th Board meeting. There 4 items up for consideration: 1)The Light, 156 N. Water Street, new building signage; 2)Dunkin' Donuts, 525 E. Main Street, site plan appropriateness; 3)Baked in the Village, 123 N. Water Street, new sign review; and 4)Hometown Bank, 136 N. Water Street, new signage. (attachment)