



CITY OF KENT, OHIO

DEPARTMENT OF ECONOMIC DEVELOPMENT

Date: 8-1-08

**To: David Ruller, City Manager
Council Members**

From: ^{DS} Dan Smith, Economic Development Director

Re: Use of Revolving Loan Fund (#1 UDAG) for Alpha Micron

Dear Dave and City Council Members,

I have requested time on the August 6 agenda to request an appropriation for the use of our revolving loan fund #1 (UDAG account) for the AlphaMicron expansion to take place this fall. Per fund guidelines, the council must appropriate that the funds will be available for disbursement upon all of the loan application criteria being met and approval from the RLF loan committee. In the past, we have had loans approved and then had to wait for the council to approve the use of the revolving loan funds adding confusion and time at the end of the process.

In order to streamline the process and better serve the needs of AlphaMicron's expansion, we are asking for approval pending all of the RLF criteria and approval from the RLF loan committee.

As I'm sure you are already aware, Team Kent (City & University) has been working very hard to insure AlphaMicron continues to grow and prosper in close proximity to Kent State University. While the new location is in our Franklin Township JEDD, we will all benefit from keeping AlphaMicron a local business and expanding employment opportunities, tax revenues and building critical mass for additional technology transfer and business start-ups from KSU. They are experiencing tremendous growth and assisting their expansion with our RLF program will insure their ongoing presence and growth in our region.

I am asking for approval to utilize the remaining funds in the revolving loan fund #1 (UDAG account), up to \$130,000 at the time when the formal application is

made and committee approval given.

For your review, the following guidelines are in place for our RLF accounts:

The City of Kent maintains a Revolving Loan Fund (RLF) Program designed to provide direct, low interest loans to qualified small businesses who expand or locate in the City of Kent. RLF funds may be used for fixed asset financing such as: construction, remodeling, expansion or conversion of facilities, and the acquisition of land, building, machinery and equipment. Additionally, up to 50% of the total RLF loan amount may also be used for working capital and inventory. Other program requirements:

- Requirements generally necessary for any loan approval: good history, strong financial statements, and a high probability of repayment.
- A minimum 10% equity participation is required for each project.
- One (1) job must be created or retained for each \$10,000 loaned within 12 months of project completion.
- The minimum loan amount is \$5,000.00, with a maximum amount being the balance of funds available in the City's RLF account.
- A conventional loan from a federally insured lending institution must be arranged prior to final RLF approval. All RLF projects must leverage a minimum ratio of two private dollars for each RLF dollar loaned. The RLF portion of a project may not exceed 30% of total project cost.
- The City of Kent Loan Review Committee will establish the interest rate, which will not be less than 50%, nor more than 75% of the current prime interest rate. Once determined, the interest rate on the RLF will be adjusted periodically.
- Generally, a fixed asset loan will not exceed fifteen (15) years, and a working capital loan will not exceed twelve (12) months.
- There is a non-refundable application fee of \$100.00 that is to be submitted with the formal application for loan funds. If the loan request is approved, the borrower will also be billed for the full amount of the administrative costs incurred by the City for processing the loan which will be payable at the time of the loan closing. A loan-servicing fee is also charged by the bank servicing the loan that will be paid by the borrower directly to the bank on a monthly basis.

Please feel free to call me if you have any additional questions regarding this request.



CITY OF KENT, OHIO

DEPARTMENT OF SAFETY

To: Dave Ruller
From: William Lilich
Subject: Purchase and disposal of police sidearms
Date: July 15, 2008

Dear Mr. Ruller,

Attached is a Board of Control request for authorization to purchase new sidearms for the police department. This purchase has been budgeted for a couple of years, and is necessitated by the discontinuance of support by the manufacturer of the S&W sidearms purchased in 1991.

The department has conducted extensive research in determining the replacement sidearms, and has found a distributor that has made a reasonable offering price. The distributor has also offered a reasonable trade-in on the 46 older pistols, an issue that is always a concern when police agencies are liquidating firearm assets.

Since this involves a liquidation of city assets, this action should be approved by the City Council after the Board of Control authorizes the purchase.

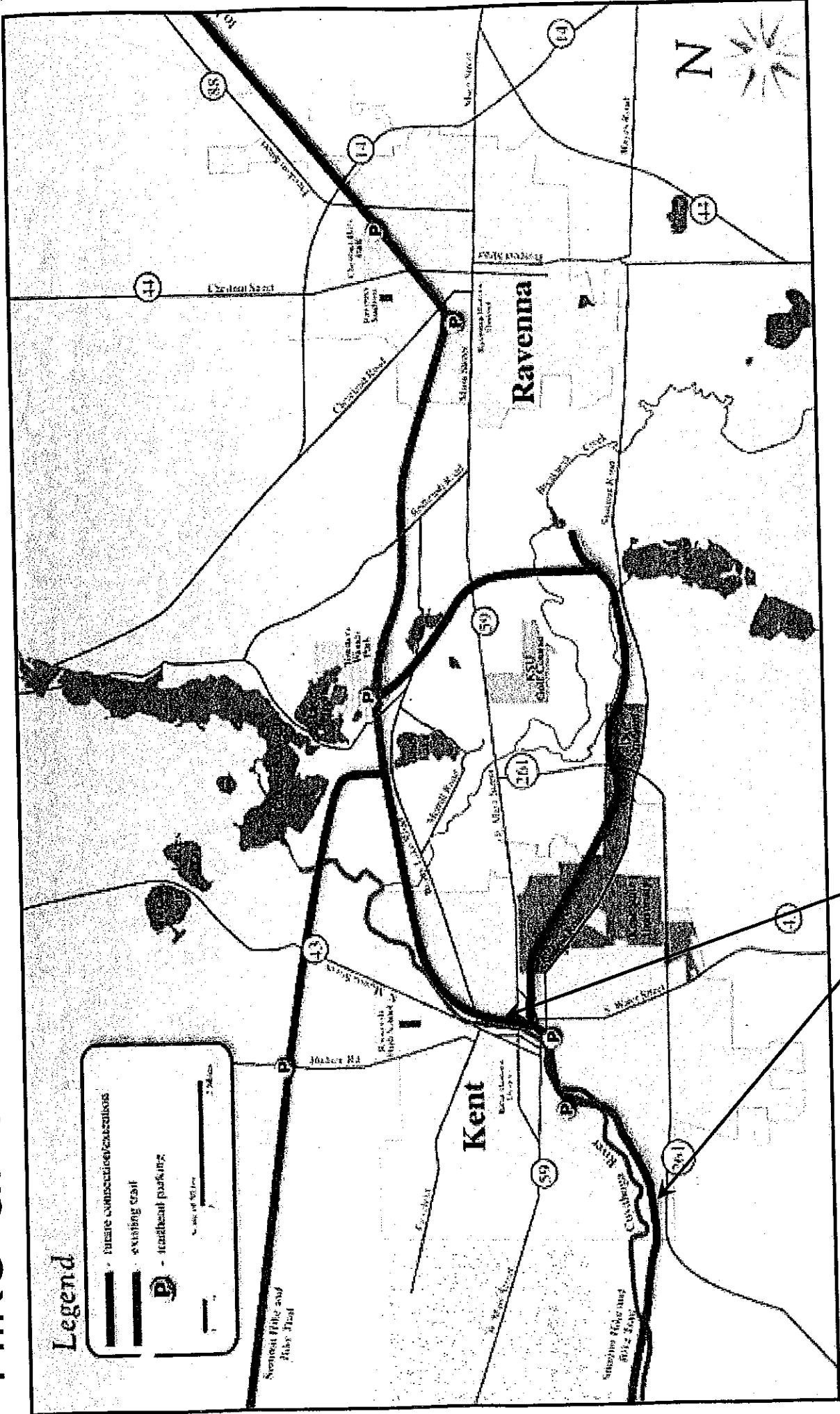
Could you please schedule this action by the City Council at the next appropriate opportunity?

Respectfully,

A handwritten signature in black ink, appearing to read 'William Lilich', is written over a faint, larger version of the same signature.

William Lilich
2008049

Hike and Bike Trail Map



Segments under construction

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

July 10, 2008

To: Dave Ruller, City Manager

From: Gene Roberts 

RE: Middle Cuyahoga River Watershed Coordinator

The Northeast Four County Regional Planning and Development Organization (NEFCO) has informed the City of Kent that it is submitting an ODNR grant request to support the position of a Watershed Coordinator for the Middle Cuyahoga River Watershed.

The purpose of the Watershed Coordinator is to continue protecting and improving the waters of the Middle Cuyahoga River and its tributaries, thereby protecting public health and safety, reducing the need for costly infrastructure, and protecting our important community resources. The primary goal of the 4-year grant will be to develop a state-endorsed Watershed Action Plan. The benefits of this Plan will include the following:

1. Specify areas of greatest concern that can be officially targeted for remediation
2. Improve competitiveness for future outside funding sources
3. Assist in the process of crossing political lines.

It is important to understand that the three major tributaries in the Middle Cuyahoga River (Fish Creek, Breakneck Creek, Plum Creek) are located within Kent boundaries, discharge within Kent or discharge immediately downstream of Kent. Therefore Kent stands to gain considerable benefit from the Watershed Action Plan. All human activities such as septic tanks, land use and storm water in any of these watersheds will directly impact the water quality and quantity that flows through the City.

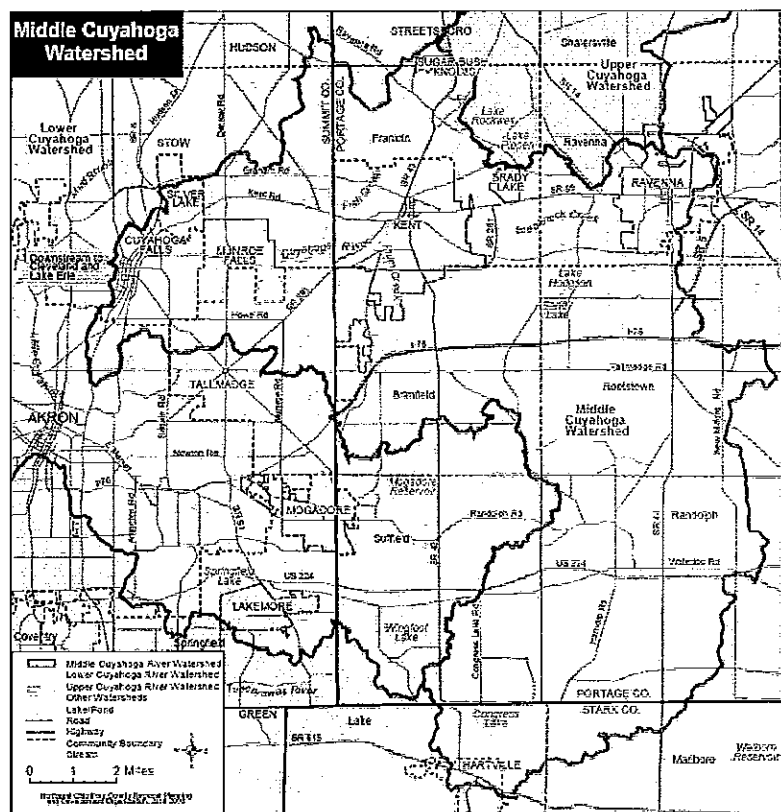
It should also be noted that the Ohio EPA states that the major pollution sources today are associated with storm water issues. Therefore the direct benefits to the City will focus around the City of Kent NPDES Phase II Storm Water Management Program that was approved by the Ohio EPA in 2003 in addition to the Storm Water Management Programs of surrounding governmental agencies. The specific areas of benefit relative to our NPDES Phase II Storm Water Management Program include:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Storm Water Runoff Control

5. Post-Construction Storm Water Management in New Development and Redevelopment

More specifically the City is facing storm water issues for which we have no control of as the majority of the water we receive or pass through the City of Kent in Fish Creek, Breakneck Creek and Plum Creek is that which is generated outside of the City limits. The development of a Watershed Action Plan will help address these issues.

NEFCO is requesting a monetary contribution from the City of \$2,000 annually for four years to help fund the watershed coordinator's position. Other potential contributors to the grant include Portage County, Ravenna, Kent State University, Summit County, Akron, Cuyahoga Falls, Munroe Falls, Silver Lake, Stow, and Tallmadge. NEFCO has agreed to pursue the involvement of these other stakeholders.



This effort is in keeping with previous direction from Council regarding our efforts in all three drainage sub-watersheds relative to our NPDES Phase II Storm permit. I recommend participation in the amount of \$2,000 per year from our Storm Water Utility Funds subject to appropriation authority. The total cost of \$8,000 is small in comparison to the potential funding that will become more available once the Watershed Action Plan is approved by ODNR.

Cc: James Bowling, P.E., City Engineer
Bob Brown, Water Reclamation Manager
Steve Hardesty, Water Treatment Manager
file

Ohio Watershed Coordinator Grant Program Match Commitment Form

DRAFT

Organization Providing Funding:	City of Kent				
Representative Name:	Eugene K. Roberts				
Mailing Address:	930 Overholt Road				
City, State, Zip Code:	Kent, Ohio 44240				
Telephone Number:	330-678-8105				
Email Address:	<u>Roberts@kent-ohio.org</u>				
FAX:	330-673-1893				
Watershed Name:	Middle Cuyahoga River				
Applicant/Grant Sponsor:	NEFCO				
Support Commitment	Year 1	Year 2	Year 3	Year 4	Total
Cash contribution for Watershed Coordinator wages and/or benefits	\$2,000	\$2,000	\$2,000	\$2,000	\$8,000
In-kind	\$1,000	\$1,000	\$1,000	\$1,000	\$4,000
Name & Title of Authorized Individual	Eugene K. Roberts, Service Director				
Authorized Individual Signature				Date	