

August 1, 2008



Atlantic and Great Western Grant Application

The City Clerk has arranged for Council to hold a Special Council meeting prior to the start of the Committee meetings to consider a resolution certifying that City water and sewer is available for the proposed Atlantic and Great Western Discovery Park project (formerly known as the B-Tech Incubator). In reviewing the JRS grant application submitted by the Kent Regional Business Alliance (KRBA) for this project, the State Department of Economic Development asked KRBA and the City to affirm that utilities either are or will be available to the site. Gene Roberts advises that the utilities are available and they have adequate capacity to support the proposed project so the staff and I request Council's approval of the resolution to keep the Kent grant application under consideration for funding.



Finance Committee Items

1. Annual Review of the 5 Year Capital Plan

Staff has prepared the draft 2009 Capital Improvement Plan for Council review. The capital plan provides a schedule of projects and financing for 2009 through 2013 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.

2. Revolving Loan Fund Application for Alpha Micron

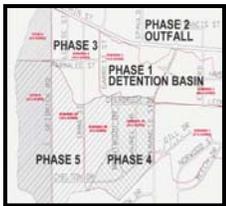
Dan Smith is requesting Committee time to ask for Council's approval of an appropriation from the city's revolving loan fund for the expansion of Alpha Micron at the Centennial Research Park located in the Kent/Franklin JEDD. Alpha Micron has experienced significant business success at its current Kent location and after receiving the largest Third Frontier commercialization grant in Ohio (\$5 million) they are now ramping up manufacturing operations and they need a larger facility. Dan has been working with Alpha Micron to keep their operations in Kent and Dan would like Council's authorization to offer Alpha Micron the financial benefits available through the City's RLF. Dan has provided a short memo explaining the details of the proposed loan that I have attached. (attachment)

Administration Recommendation

Alpha Micron is one of Kent's best business incubation success stories and it is now poised to graduate from an R&D business to a manufacturing business. The availability of the City's RLF was one of the economic development tools that helped convince Alpha Micron to stay in Kent so I urge Council's approval.

Council Action

Authorize the RLF allocation up to \$130,000.



Health and Safety Committee

3. Replacement of Police Sidearms

Bill Lillich has requested Council Committee time to ask for authorization to sell the Police sidearms that are scheduled for replacement this year. The Police Department is in the process of replacing 46 sidearms that were purchased 17 years ago and we need Council's authorization to enable the Department to trade-in the retired pistols. (attachment)



Administration Recommendation

As the trade-in value would be used to help offset the costs of the new pistols, I would recommend Council's authorization to liquidate the retired pistols.

Council Action

Authorize staff to liquidate the retired pistols.

4. Main Street Wine and Art Festival

Main Street had initially requested Committee time to obtain Council's authorization to allow a part of N. Water Street adjacent to the Plaza to be used for this year's Wine and Art Festival. However, after the agenda was mailed Main Street officials requested that this item be removed since they are going to try to expand the art display area into the private parking lot to the west of the Plaza rather than into the street to the east of the Plaza.



Streets, Sidewalks & Utility Items

5. Hike and Bike Trail Construction Update

John Idone has asked for Committee time to provide Council with an update on the progress of two major hike and bike trail construction projects that are currently underway in Kent. When completed, these new trail sections will put downtown Kent at the intersection of some of the region's most heavily used bike trails which is exciting news for bicyclists, walkers and even downtown merchants who stand to benefit from the increased traffic thru downtown Kent. (attachment)



Administration Recommendation

This item is an informational update and no action is necessary.

Council Action

This item is an informational update and no action is necessary.

6. NEFCO Watershed Coordinator Grant Request

Gene Roberts has been working with the staff at NEFCO to advance the water quality management efforts in the middle Cuyahoga River watershed by developing an Ohio EPA grant application to hire a watershed coordinator. The proposed NEFCO grant requests a \$2,000 contribution from the City of Kent over a 4 year period. A number of the tasks proposed to be performed by the new coordinator will assist the City meet our stormwater Phase II regulatory requirements and it will ensure a more coordinated effort among our sister cities in the watershed. (attachment)



Administration Recommendation

The NEFCO proposal is a great example of cities working together to save money and improve the impact of individual efforts through collaborative programming so I encourage Council's support for the City's participation in this grant.

Council Action

Authorize staff to confirm the City's commitment to participate in the grant at a cost of \$2,000 a year for a four year period.

Streets, Sidewalks & Utility Items (continued)

7. Fairchild Avenue Bridge Railroad Agreements

After working through a number of difficult issues between the City and the railroads affected by the new Fairchild Avenue bridge Jim Bowling reports that he and Jim Silver have negotiated what they believe to be the best terms possible for satisfactory resolution. Jim has provided a memo that outlines those terms that I have attached for your consideration. As you will see, the central issue to these agreements revolve around the legal interpretations for who will own, inspect and maintain new walls that will be built in the project adjacent to the rail lines. (attachment)



Administration Recommendation

Interpretation of legal responsibilities regarding new and existing rail structures coinciding with the bridge has proven to be a much more contentious process than anticipated. Failure to resolve these matters amicably could result in significant delays to the project which at this point translate into nearly \$1 million a year in inflationary costs of construction so while the final terms are not exactly what the City was hoping for the staff believes it is adequate enough to allow us to move the project forward pending Council's authorization of these rail agreements.

Council Action

Approve the rail agreements and authorize staff to execute them.

Community Development Committee Items

8. Collaborative Grants

In light of the City's fiscal challenges the staff and I have been actively pursuing more opportunities for regional collaboration. We have participated in a series of meetings with our regional counterparts to brainstorm ideas and identify specific service opportunities that could yield short and long term savings. We have joined regional work teams that have been researching those opportunities in order to develop action plans to move forward with the best opportunities. To that end, the Mayor and I have offered the City's commitment to take part in two regional grant initiatives that include 8 of our peer cities to explore the possibilities of shared civil service testing, joint equipment purchase and use, a regional Police shooting range and (in a separate application) possible shared fire services. As long as 8 cities participate in the studies the projects are fully funded through the state of Ohio's new Local Government Services and Regional Grant Program so the City's participation has no financial obligation. The grant funds would be used to hire professional expertise to more fully evaluate and define the feasibility of these collaborative opportunities. (attachment)



Administration Recommendation

I consider our ability to take advantage of regional collaborations critical to our success as a City and as a region to be competitive in attracting and retaining citizens and businesses to be a part of our community. In the short term we are anxious to find cost savings and in the long term we hope to build the kinds of relationships that will keep Kent in the middle of a strong and healthy region. We will keep you posted on the progress of these grant applications.

Council Action

This item is an informational update and no action is necessary at this time.

Community Development Items (continued)

9. City Trash Hauling Draft Specifications

Gene Roberts had presented Council with a proposal to evaluate the City's role in managing trash services citywide back in February 2008. In his presentation Gene noted that the benefits from coordinating trash services included reducing the number of trash truck trips on neighborhood streets – which in turn impacts traffic congestion and traffic safety on those streets, trash truck noise, frequency of trash set out in the street, and load based wear and tear on City streets. In addition, Gene's research suggested that other cities that recently began to take a more progressive role in managing trash collection also saved their resident's money. Based on that analysis, Council authorized Gene to continue to develop a proposal for the City to move forward with managed trash services. I have included a copy of Gene's managed trash services bid specification for Council's consideration. (attachment)



Administration Recommendation

Although managed trash services is less common in northeast Ohio it is a very common practice in many parts of the country and there are plenty of good examples to use that show the benefits of better coordinated services. I think Gene has put together an excellent starting point for Kent to take some steps towards better managed services that I believe can produce better results for our residents at less cost. I recommend Council's authorization to allow staff to put out the bid request and take another step towards managed trash services.

Council Action

Authorize staff to proceed with the bid process for managed trash services.

Information Items

1. New Council Orientation

I recently had a request from a new Council member to continue the initial orientation of City services for new Council members in more detail. I wanted to let all the members of Council know that you are always welcome to talk with any of the department heads about their operations and services. I have advised the department heads that with all the questions coming out of the recent discussions of the income tax credit reduction that you may have more questions as you try to answer residents' questions about how the city does or doesn't provide certain services. Rather than try to arrange specific times from the Manager's Office for you to meet I suggested that the Council members work directly with the department heads at your convenience.

2. Income Tax Report

Barb has provided a summary of income tax collections thru June 30, 2008. The income tax receipts continue to remain on pace to meet budgetary expectations which is good news. Half way through the year we have collected 52% of the total budgeted revenues for the year end so while we're not seeing significant growth we are continuing to run slightly ahead of budget projections. (attachment)

3. Board of Zoning Appeals Staff Report

I have included a copy of the agenda and staff report for last month's Board of Zoning Appeals meeting held on July 21, 2008 for your review. There was 1 case before the Board (132 Crain Avenue driveway relocation). (attachment)