



**Public Health & Safety Meeting Minutes**  
The City of Kent, Ohio  
Wednesday, May 6, 2020

Mayor Fiala called the Council Committee and Regular Meetings to order at 7:12 p.m. and introduced Mr. Amrhein with Public Safety.

Mr. Amrhein began the meeting by introducing the on item on the agenda, the sale of Police and Fire VHF-Band Radios.

1. **Sale of Radios:**

Mr. Ruller said the new state of the art radios have been approved in recent years by Council and are in use. There are no longer worries of "dead" spots with the use of the new radios. The surplus, old radios can be sold and a buyer has been identified.

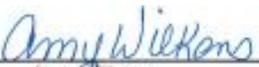
Chief Tosko added that these are Police and Fire radios, with about thirty, old Police radios found the other day. All will go together in one lot. The programming will be wiped before sold.

Mr. Sidoti asked if the money from the sale will go directly into the Fire Department Fund.

Chief Tosko said the money from the sale of Police radios will go into the Police fund and the Fire radios will go into the Fire fund.

**MOTION TO APPROVE THE SALE OF THE POLICE AND FIRE VHF BAND RADIOS WITH AN EMERGENCY CLAUSE** made by Mr. DeLeone, *SECONDED* by Ms. Shaffer and *CARRIED* by a voice vote of 8-0.

Hearing no further business before this Committee, the meeting adjourned at 7:15 p.m.

  
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Amy Wilkens  
Clerk of Council

**ACTION RECOMMENDED:**

- 1) **Authorize the sale of the Police and Fire VHF-Band radios.**



**Community Development Committee**  
**Meeting Minutes**  
The City of Kent, Ohio  
Wednesday, May 6, 2020

Chair Kuhar called the Community Development of Kent City Council to order at 7:15 p.m.

**PRESENT:** Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Mr. Robin Turner

**ALSO PRESENT:** Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Joan Seidel, Health Commissioner; Ms. Melanie Baker, Service Director; Mr. Kevin Schwartzhoff, Parks & Recreation Director; Ms. Rhonda Hall, Budget and Finance Director; Mr. Jim Bowling, City Engineer; Chief John Tosko, Fire Chief; Mr. Gary Bishop, IT Manager, Ms. Amy Wilkens, Clerk of Council

**ABSENT:** Ms. Tracy Wallach

There was one (1) item on the Agenda.

1. Proposed Moratorium on Parks and Recreation Fees on New Housing Development (Jones/Susel)

Mr. Ruller states this dates back to eight or ten years ago when an ordinance was passed to match the same amount of fees developers pay. For example, if a developer pays \$20,000 in fees, the City would pay Parks and Recreation \$20,000 in fees as well. In the course of the past five years, it has become very apparent that is a very unusual arrangement. Typically, the developer would pay fees and the city doesn't match that. It has been on the City's radar to take a closer look at this, and now with the Covid-19 crisis this discussion has been accelerated. The City is now expecting a sharp decline in revenue over the next twelve to eighteen months and is busy trying to make cuts across the board. Kent is not obligated to match these funds. The fee calculation needs some work and now is the time to put a hold on this match and it is up to Council to decide whether to freeze just the City's share, the developer's share or both. The recommendation in the memorandum to Council was both, but asked if a new project pops up, if they'd still like the developer to pay their share.

Ms. Susel stated the Ordinance was updated in 2014 to address math errors and inconsistencies. At the time of a building permit is issued, Community Development has the Planning Commission bill it, and the calculation is done by Parks and Recreation and is based on an appraisal that has been in place for a long time. There seems to be some inconsistencies in the calculation of fees and needs to be examined. It has been on the city's radar to be reviewed. Due to current financial constraints, now is a good time to put a hold on these fees and take a closer look. Hope Jones is reviewing other options with outside council.

Ms. Jones said there is an account set up with Walter Haverfield to go through the process with hopes to get to a point where any fees that are charged are "bullet proof" in terms of lawsuits. The Ordinance is confusing how the fees are formulated and is really surprised the city is matching. Other cities do not do this. Although generous, it is not necessary. It can be restructured without this match. She stated she would like the opportunity to look deeper into this and get outside council and come back with a revised ordinance. Whether a moratorium is on both or just the City's fees will be up to Council.

Ms. Shaffer asked if a developer doesn't want to provide green space for own residents this is a way they can make up for this.

Ms. Jones said this is correct, the developer can choose to have green space, but if not would pay the fee.

Ms. Shaffer asked if a moratorium is placed, this may have the impact of discouraging green space or not giving an option for that green space requirement.

Ms. Jones said she believes that the option to pay the fee is if there is no open space in the development.

Ms. Susel added this is correct. Some developments do meet part way with open space, the developments with the highest match seem to be the high density, multi-unit housing and they typically don't have the ability to provide the open space so they are the ones that usually pay the fee in lieu and that is what the City matches.

Ms. Shaffer asked if a moratorium is placed what would be the impact.

Ms. Susel said it would be a short-term interim moratorium and depends on which way Council approves. If the fee is withheld from both the City and the developer, or it can be done on the city side alone. There have been questions from developers in the past on the calculation, with two commercial multi-unit projects on the calendar this year. One is now not moving forward and the other is not.

Ms. Shaffer asked if a moratorium is on the developer side, they would have an alternative to the open space requirement or if they would not have an open space requirement.

Ms. Susel replied it is not an open space requirement. The zoning code dictates open space requirements based on the type of use that is being constructed. This applies to just residential use. This is a separate ordinance outside the zoning code to increase park land as the number of residents increased. Technically it is similar to the zoning code open space requirement, but is separate and distinct. The zoning code would apply but this requirement is different.

Mr. Sidoti added it is going to take a while for businesses to get up to speed and generate income and tax revenue to the City. He asked if it would make sense to put a moratorium on this for a year and it would only be on the City side (due to the reduction in revenue) and this issue is reviewed next Spring. This would give some time for the rewrite.

Ms. Susel said it can probably be reviewed and rewritten sooner (than a year). It deals with all residential, not just the developer. The individual home owner has a responsibility as well. To add clarity to the calculation and the match issue, she would prefer for it to be accelerated.

Ms. Jones agreed that it can be done in six months and would ask for an extension from Council if needed.

Mr. Sidoti clarified there are two decisions to be made. The one decision would be to put a moratorium on the city to contribute. The second decision would be to give time to review.

Ms. Jones stated there are two items, whether a moratorium would be permitted by Council and what would it put on (the city's match, the developer's match, or both). She stated Mr. Sidoti is correct. One motion for the moratorium and which parties.

Mr. Turner added that one is based on the economic status of the city and the other is based on a situation of a more technical issue of the way the payment (formula) is scheduled that may be legally untenable. This has been brought up as a concern of developers. One item is the city how to stem the tide on revenue and the other situation is how to create a clearer formula going forward.

Ms. Jones said this is correct.

Ms. Shaffer asked whether the moratorium is placed and a giant development goes in, can we make it retroactive. She asked what kind of revenue loss we are looking at.

Ms. Jones said you cannot go back to collect fees if there is a moratorium.

Ms. Susel said the revenue amounts vary based on how dense the development is. She gave specific amounts for the development of 345 Flats. There are currently no high-density developments on the books. Smaller projects generate less fees. An average year generated lower fees (example of \$700). It varies on who is building and what they are building.

Mr. Sidoti clarified the first motion putting a moratorium on the City's match and the second motion would be to review how the fee is calculated.

Ms. Jones and Ms. Susel said yes.

Ms. Shaffer asked for clarification on the moratorium word in the second motion.

Mr. Sidoti clarified to put a moratorium on the City's share (not the developers) and the second motion would be to review the ordinance and possibly recalculate these. The city is going to have revenue difficulties and would like to protect part of the revenue stream for Parks and Rec.

**MOTION** to put a moratorium on the City's matching made by Ms. Rosenberg, **SECONDED** by Ms. Shaffer and **CARRIED** by a voice vote of 8-0.

Ms. Rosenberg stated the Parks and Recreation department is also suffering a severe revenue loss from the Covid pandemic and it is very responsible to tighten the belt without leaving Parks and Rec 100% in a bad spot. At some point further discussion will be needed to find alternative ways to fund Parks and Rec because it has been a priority for residents to have some of the capital improvements. She does not want to completely cut them off. She only wants to put a moratorium on the city's matching.

Mr. Shaffer said it is also possible the moratorium may be permanent after the review is done. It is a surprise that the City has to bear the cost of a big development coming in. Different possibilities should be discussed and a moratorium is a good idea.

**MOTION** to direct the Law Director and Community Development Director to review the Ordinance as it now stands and the calculation of the fees and to come back to Council with a recommendation, **SECONDED** by Ms. Shaffer and **CARRIED** by a voice vote of 8-0.

Mr. Sidoti said this makes good sense and thanks Ms. Jones and Ms. Susel for bringing this forward.

Hearing no further business before this Committee, the meeting adjourned at 7:42 p.m.

  
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Amy Wilkens  
Clerk of Council  
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**ACTION RECOMMENDED:**

- 1) **Approve a moratorium on the City's match of Parks and Recreation fees on new development.**
- 2) **Approve the City's Law Director and Community Development Director to review the original ordinance of the calculation of fees collected on new developments and restructure and present findings to Council.**



**Finance Committee Meeting Minutes**  
The City of Kent, Ohio  
Wednesday, May 6, 2020

Chair DeLeone called the Finance Committee of Kent City Council to order at 7:42 p.m.

**PRESENT:** Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Mr. Robin Turner

**ALSO PRESENT:** Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Joan Seidel, Health Commissioner; Ms. Melanie Baker, Service Director; Mr. Kevin Schwartzhoff, Parks & Recreation Director; Ms. Rhonda Hall, Budget and Finance Director; Mr. Jim Bowling, City Engineer; Chief John Tosko, Fire Chief; Mr. Gary Bishop, IT Manager, Ms. Amy Wilkens, Clerk of Council

**ABSENT:** Ms. Tracy Wallach

There were two (2) items on the Agenda.

1. Proposed Ordinance to Apply for Covid-19 Grant Funds (Jones)

Mr. Ruller introduced the topic by explaining Chief Tosko would like to apply for a grant and will need approval from Council. There are a lot of short-term funding opportunities with short turn around times. They do not want to miss applying for a grant if they miss the timeline (to appear before Council). Ms. Hope Jones proposes getting blanket authority to apply for grants that are Covid-19 related without missing the deadline. Anything that can be done to get funding would be great.

Ms. Jones said the more general ordinance that is being requested is similar to the ordinance approved last month to accept all Covid donations. There may be a time where the general ordinance asking to be approved may not be enough, if the agency wants something more specific, Council approval may be sought, with hopes of using the general ordinance from here on out. John (Tosko) has a specific ordinance.

Chief Tosko said more will be coming down the pike, this specific grant is for personal protective equipment (PPE). The Fire Department has spent \$22,000 on PPE, and generally these grants are administered through FEMA. 90% is paid by FEMA and 10 % locally. There has also been an additional \$12,000 spent on equipment and more equipment will need to be ordered soon. There is a request through the Fire Service for additional funding to be pushed to the Fire departments.

**MOTION TO APPROVE AN ORDINANCE WITH A BLANKET AUTHORIZATION TO APPLY FOR AN COVID-19 GRANT FUNDING DURING THIS PANDEMIC WITH AN EMERGENCY CLAUSE** made by Ms. Shaffer **SECONDED** by Mr. Kuhar and **CARRIED** by a voice vote of 8-0.

Ms. Shaffer added it is her honor to make this motion. As a grant writer, trying to jump on these opportunities, it is really important for the organization to be nimble. It is important to trust in the staff to see opportunities and to go for them. Opportunities are coming and going quickly and this is a really important motion to make.

Mr. Ferrara asked if there is a dollar amount that should prompt the City to get approval from Council.

Mr. Ruller said it would be done on a case by case basis. If the City can't afford to match it, they will not apply for it. It is going to be fiercely competitive, everybody is applying. The City appreciates the

flexibility and believes some of the turn around time is short to filter out applicants, so this would give a better chance of being able to apply.

2. **Proposed 2020 Budget Appropriations Amendment** (Hall)

Ms. Rhonda Hall requested Council to approve the Budget Amendment that was submitted to the City Manager on April 30th. (**Attachment #1**)

Mr. Sidoti asked if it was the Amendment in the packet.

Ms. Hall confirmed this and the amount is for \$50,000.

**MOTION TO APPROVE THE PROPOSED 2020 BUDGET APPROPRIATIONS AMENDMENT WITH AN EMERGENCY CLAUSE** made by Mr. Kuhar **SECONDED** by Mr. Amrhein and **CARRIED** by a voice vote of 8-0.

Before adjourning, Mr. Ruller clarified in reference to Covid-19 grant applications, there is a request for a blanket authorization but also authorization for Chief Tosko to apply for the Fire specific grant.

**MOTION TO AUTHORIZE CHIEF TOSKO TO APPLY FOR A COVID-19 SPECIFIC GRANT WITH AN EMERGENCY CLAUSE** was made by Mr. Sidoti, **SECONDED** by Mr. Kuhar and **CARRIED** by a voice vote of 8-0.

Ms. Hall asked for clarification if the Ordinance will cover a grant she wishes to apply for through the FEMA Public Assistance Grant.

Ms. Shaffer and Mr. Sidoti confirmed that is covered by the previous motion.

Hearing no further business, the meeting adjourned at 7:51 p.m.

  
Amy Wilkens  
Clerk of Council

**ACTION RECOMMENDED:**

- 1) **Authorize the blanket authorization to apply for COVID-19 related grants.**
- 2) **Approve the Budget Appropriations Amendment.**
- 3) **Authorize the application for a Fire Covid-19 grant.**

## 2020 AMENDED APPROPRIATIONS

| <u>Fund - Department/Division</u>                         | <u>Personnel &amp; Benefits</u> | <u>Other than Personnel &amp; Benefits</u> | <u>Capital</u> | <u>Reserve/ Debt Service</u> | <u>Contingency</u> | <u>Fund &amp; Department Total</u> |
|---|---------------------------------|--|----------------|------------------------------|--------------------|------------------------------------|
| <b>General Fund (001)</b>                                 |                                 |  |                |                              |                    |                                    |
| City Council  | \$167,708                       | \$32,803                                   |                |                              |                    | \$200,511                          |
| Mayor   | \$9,530                         | \$5,400                                    |                |                              |                    | \$14,930                           |
| Community Support   |                                 | \$86,500                                   |                |                              |                    | \$86,500                           |
| City Manager  | \$327,241                       | \$63,623                                   |                |                              |                    | \$390,864                          |
| New City Hall Facility                                    |                                 | \$0  |                |                              |                    | \$0                                |
| Information Technology                                    | \$85,484                        | \$227,968                                  |                |                              |                    | \$313,452                          |
| Urban Renewal   |                                 | \$67,300                                   |                |                              |                    | \$67,300                           |
| Human Resources   | \$64,790                        | \$19,488                                   |                |                              |                    | \$84,278                           |
| Civil Service   | \$32,425                        | \$48,953                                   |                |                              |                    | \$81,378                           |
| Law   | \$333,967                       | \$118,895                                  |                |                              |                    | \$452,862                          |
| Budget & Finance  | \$220,511                       | \$161,662                                  | \$3,254        |                              |                    | \$385,427                          |
| Community Development                                     | \$609,174                       | \$268,106                                  |                |                              |                    | \$877,280                          |
| Economic Development                                      | \$124,748                       | \$40,890                                   |                |                              |                    | \$165,638                          |
| Health  | \$462,327                       | \$201,538                                  |                |                              |                    | \$663,865                          |
| Public Parking  |                                 | \$62,000                                   | \$135,000      |                              |                    | \$197,000                          |
| Main Street Program                                       |                                 | \$70,000                                   |                |                              |                    | \$70,000                           |
| Service Administration                                    | \$73,619                        | \$503,416                                  |                |                              |                    | \$577,035                          |
| Shade Tree  |                                 | \$89,400                                   | \$10,000       |                              |                    | \$99,400                           |
| Adjunct Facilities  |                                 | \$22,692                                   |                |                              |                    | \$22,692                           |
| Building  | \$315,150                       | \$70,272                                   |                |                              |                    | \$385,422                          |
| Land banking  |                                 | \$10,000                                   |                |                              |                    | \$10,000                           |
| Engineering   | \$240,940                       | \$98,442                                   |                |                              |                    | \$339,382                          |
| Miscellaneous & Sundry                                    |                                 | \$390,250                                  |                |                              |                    | \$390,250                          |
| Contingency   |                                 |  |                |                              | \$100,000          | \$100,000                          |
| Fund Total  | \$3,067,614                     | \$2,659,598                                | \$148,254      | \$0                          | \$100,000          | \$5,975,466                        |
| <b>West Side Fire (101)</b>                               |                                 |  |                |                              |                    |                                    |
| Fire  | \$278,104                       | \$27,127                                   |                |                              |                    | \$305,231                          |
| Fund Total  | \$278,104                       | \$27,127                                   | \$0            | \$0                          | \$0                | \$305,231                          |
| <b>Street Construction Maintenance &amp; Repair (102)</b> |                                 |  |                |                              |                    |                                    |
| Service   | \$1,182,517                     | \$1,219,427                                |                |                              |                    | \$2,401,944                        |
| Contingency   |                                 |  |                |                              | \$25,000           | \$25,000                           |
| Fund Total  | \$1,182,517                     | \$1,219,427                                | \$0            | \$0                          | \$25,000           | \$2,426,944                        |
| <b>State Highway (103)</b>                                |                                 |  |                |                              |                    |                                    |
| Service   |                                 | \$70,000                                   |                |                              |                    | \$70,000                           |
| Fund Total  | \$0                             | \$70,000                                   | \$0            | \$0                          | \$0                | \$70,000                           |
| <b>Recreation (106)</b>                                   |                                 |  |                |                              |                    |                                    |
| Parks & Recreation  | \$1,427,466                     | \$689,048                                  | \$259,000      |                              |                    | \$2,375,514                        |
| Fund Total  | \$1,427,466                     | \$689,048                                  | \$259,000      | \$0                          | \$0                | \$2,375,514                        |
| <b>Food Service (107)</b>                                 |                                 |  |                |                              |                    |                                    |
| Health  | \$110,523                       | \$8,000                                    |                |                              |                    | \$118,523                          |
| Fund Total  | \$110,523                       | \$8,000                                    | \$0            | \$0                          | \$0                | \$118,523                          |

## 2020 AMENDED APPROPRIATIONS

| <u>Fund - Department/Division</u>                     | <u>Personnel &amp; Benefits</u> | <u>Other than Personnel &amp; Benefits</u> | <u>Capital</u> | <u>Reserve/ Debt Service</u> | <u>Contingency</u> | <u>Fund &amp; Department Total</u> |
|---|---------------------------------|--|----------------|------------------------------|--------------------|------------------------------------|
| <b><u>Income Tax (116)</u></b>                        |                                 |  |                |                              |                    |                                    |
| Budget/Finance/IncTaxAdmin                            | \$308,391                       | \$542,233                                  |                |                              |                    | \$850,624                          |
| Managed Reserve                                       |                                 |  |                | \$25,540                     |                    | \$25,540                           |
| Fund Total  | \$308,391                       | \$542,233                                  | \$0            | \$25,540                     | \$0                | \$876,164                          |
| <b><u>Revolving Housing (120)</u></b>                 |                                 |  |                |                              |                    |                                    |
| Health  | \$157,979                       | \$10,000                                   |                |                              |                    | \$167,979                          |
| Fund Total  | \$157,979                       | \$10,000                                   | \$0            | \$0                          | \$0                | \$167,979                          |
| <b><u>State &amp; Local Forfeits (121)</u></b>        |                                 |  |                |                              |                    |                                    |
| Police  |                                 | \$0  |                |                              |                    | \$0                                |
| Fund Total  | \$0                             | \$0  | \$0            | \$0                          | \$0                | \$0                                |
| <b><u>Drug Law Enforcement (122)</u></b>              |                                 |  |                |                              |                    |                                    |
| Police  |                                 | \$9,000                                    |                |                              |                    | \$9,000                            |
| Fund Total  | \$0                             | \$9,000                                    | \$0            | \$0                          | \$0                | \$9,000                            |
| <b><u>Enforcement &amp; Education (123)</u></b>       |                                 |  |                |                              |                    |                                    |
| Police  |                                 | \$11,000                                   |                |                              |                    | \$11,000                           |
| Fund Total  | \$0                             | \$11,000                                   | \$0            | \$0                          | \$0                | \$11,000                           |
| <b><u>Income Tax Safety (124)</u></b>                 |                                 |  |                |                              |                    |                                    |
| Police  | \$7,484,419                     | \$691,110                                  |                |                              |                    | \$8,175,529                        |
| Fund Total  | \$7,484,419                     | \$691,110                                  | \$0            | \$0                          | \$0                | \$8,175,529                        |
| <b><u>Law Enforcement Trust (125)</u></b>             |                                 |  |                |                              |                    |                                    |
| Police  |                                 | \$0  |                |                              |                    | \$0                                |
| Fund Total  | \$0                             | \$0  | \$0            | \$0                          | \$0                | \$0                                |
| <b><u>Community Development Block Grant (126)</u></b> |                                 |  |                |                              |                    |                                    |
| Community Development                                 | \$17,875                        | \$160,300                                  | \$145,165      |                              |                    | \$323,340                          |
| Fund Total  | \$17,875                        | \$160,300                                  | \$145,165      | \$0                          | \$0                | \$323,340                          |
| <b><u>Fire &amp; E.M.S. (128)</u></b>                 |                                 |  |                |                              |                    |                                    |
| Fire  | \$4,925,538                     | \$503,774                                  | \$452,900      |                              |                    | \$5,882,212                        |
| Fund Total  | \$4,925,538                     | \$503,774                                  | \$452,900      | \$0                          | \$0                | \$5,882,212                        |
| <b><u>Wireless 911 (129)</u></b>                      |                                 |  |                |                              |                    |                                    |
| Safety  |                                 | \$0  |                |                              |                    | \$0                                |
| Fund Total  | \$0                             | \$0  | \$0            | \$0                          | \$0                | \$0                                |
| <b><u>Swimming Pool Inspections (130)</u></b>         |                                 |  |                |                              |                    |                                    |
| Health  | \$9,049                         | \$0  |                |                              |                    | \$9,049                            |
| Fund Total  | \$9,049                         | \$0  | \$0            | \$0                          | \$0                | \$9,049                            |

## 2020 AMENDED APPROPRIATIONS

| <u>Fund - Department/Division</u>       | <u>Personnel &amp; Benefits</u> | <u>Other than Personnel &amp; Benefits</u> | <u>Capital</u> | <u>Reserve/ Debt Service</u> | <u>Contingency</u> | <u>Fund &amp; Department Total</u> |
|---|---------------------------------|--|----------------|------------------------------|--------------------|------------------------------------|
| <b><u>Police Pension (132)</u></b>      |                                 |  |                |                              |                    |                                    |
| Police                                  | \$120,000                       |  |                |                              |                    | \$120,000                          |
| Fund Total                              | \$120,000                       | \$0  | \$0            | \$0                          | \$0                | \$120,000                          |
| <b><u>Fire Pension (133)</u></b>        |                                 |  |                |                              |                    |                                    |
| Fire                                    | \$120,000                       |  |                |                              |                    | \$120,000                          |
| Fund Total                              | \$120,000                       | \$0  | \$0            | \$0                          | \$0                | \$120,000                          |
| <b><u>UDAG / EDA-RLF (134)</u></b>      |                                 |  |                |                              |                    |                                    |
| City Manager/C.D.                       |                                 | \$50,000                                   |                |                              |                    | \$50,000                           |
| Fund Total                              | \$0                             | \$50,000                                   | \$0            | \$0                          | \$0                | \$50,000                           |
| <b><u>CHIP Grant (136)</u></b>          |                                 |  |                |                              |                    |                                    |
| CHIP Grant/Comm Development             |                                 | \$100,000                                  |                |                              |                    | \$100,000                          |
| Fund Total                              | \$0                             | \$100,000                                  | \$0            | \$0                          | \$0                | \$100,000                          |
| <b><u>Water (201)</u></b>               |                                 |  |                |                              |                    |                                    |
| Service                                 | \$1,803,555                     | \$811,998                                  | \$783,000      |                              |                    | \$3,398,553                        |
| Service (Capital Facilities)            |                                 |  | \$766,024      |                              |                    | \$766,024                          |
| Admin. Support                          | \$656,481                       | \$73,947                                   | \$6,450        |                              |                    | \$736,878                          |
| Budget & Finance (Debt)                 |                                 |  |                | \$55,759                     |                    | \$55,759                           |
| Contingency                             |                                 |  |                |                              | \$50,000           | \$50,000                           |
| Fund Total                              | \$2,460,036                     | \$885,945                                  | \$1,555,474    | \$55,759                     | \$50,000           | \$5,007,214                        |
| <b><u>Sewer (202)</u></b>               |                                 |  |                |                              |                    |                                    |
| Service                                 | \$2,113,748                     | \$860,274                                  | \$1,022,592    |                              |                    | \$3,996,614                        |
| Service (Capital Facilities)            |                                 |  | \$71,359       |                              |                    | \$71,359                           |
| Admin. Support                          | \$656,481                       | \$86,398                                   | \$6,450        |                              |                    | \$749,329                          |
| Budget & Finance (Debt)                 |                                 |  |                | \$575,300                    |                    | \$575,300                          |
| Contingency                             |                                 |  |                |                              | \$50,000           | \$50,000                           |
| Fund Total                              | \$2,770,229                     | \$946,672                                  | \$1,100,401    | \$575,300                    | \$50,000           | \$5,442,602                        |
| <b><u>Utility Billing (204)</u></b>     |                                 |  |                |                              |                    |                                    |
| Budget & Finance                        |                                 | \$92,586                                   |                |                              |                    | \$92,586                           |
| Fund Total                              | \$0                             | \$92,586                                   | \$0            | \$0                          | \$0                | \$92,586                           |
| <b><u>Solid Waste (205)</u></b>         |                                 |  |                |                              |                    |                                    |
| Service                                 | \$91,128                        | \$161,790                                  | \$5,000        |                              |                    | \$257,918                          |
| Fund Total                              | \$91,128                        | \$161,790                                  | \$5,000        | \$0                          | \$0                | \$257,918                          |
| <b><u>Storm Water Utility (208)</u></b> |                                 |  |                |                              |                    |                                    |
| Service                                 | \$250,308                       |  | \$18,000       |                              |                    | \$268,308                          |
| Service (Capital Facilities)            |                                 |  | \$1,182,868    |                              |                    | \$1,182,868                        |
| Admin. Support                          | \$332,068                       | \$62,296                                   | \$1,450        |                              |                    | \$395,814                          |
| Budget & Finance (Debt)                 |                                 |  |                | \$9,968                      |                    | \$9,968                            |
| Fund Total                              | \$582,376                       | \$62,296                                   | \$1,202,318    | \$9,968                      | \$0                | \$1,856,958                        |
| <b><u>Guaranteed Deposits (230)</u></b> |                                 |  |                |                              |                    |                                    |
| Budget & Finance                        |                                 | \$1,000                                    |                |                              |                    | \$1,000                            |
| Fund Total                              | \$0                             | \$1,000                                    | \$0            | \$0                          | \$0                | \$1,000                            |

## 2020 AMENDED APPROPRIATIONS

| <u>Fund - Department/Division</u>   | <u>Personnel &amp; Benefits</u> | <u>Other than Personnel &amp; Benefits</u> | <u>Capital</u> | <u>Reserve/Debt Service</u> | <u>Contingency</u> | <u>Fund &amp; Department Total</u> |
|---|---------------------------------|--|----------------|-----------------------------|--------------------|------------------------------------|
| <b><u>Capital Projects (301)</u></b>                                      |                                 |  |                |                             |                    |                                    |
| Safety  |                                 |  | \$181,900      |                             |                    | \$181,900                          |
| Service   |                                 |  | \$358,000      |                             |                    | \$358,000                          |
| Service (Capital Facilities)  |                                 |  | \$11,899,293   |                             |                    | \$11,899,293                       |
| Administrative  |                                 |  | \$51,400       |                             |                    | \$51,400                           |
| New Admin. Facility   |                                 |  | \$2,131,000    |                             |                    | \$2,131,000                        |
| Budget & Finance (Debt)   |                                 |  |                | \$303,939                   |                    | \$303,939                          |
| Contingency   |                                 |  |                |                             | \$25,000           | \$25,000                           |
| Fund Total  | \$0                             | \$0  | \$14,621,593   | \$303,939                   | \$25,000           | \$14,950,532                       |
| <b><u>Municipal Public Improvement Tax Increment Equivalent (302)</u></b> |                                 |  |                |                             |                    |                                    |
| Service (Capital Facilities)  |                                 |  |                |                             |                    | \$0                                |
| Budget & Finance (Debt)   |                                 |  |                | \$1,366,650                 |                    | \$1,366,650                        |
| Fund Total  | \$0                             | \$0  | \$0            | \$1,366,650                 | \$0                | \$1,366,650                        |
| <b><u>Police Facility (303)</u></b>                                       |                                 |  |                |                             |                    |                                    |
| Safety (Capital Facilities)   |                                 |  | \$413,500      |                             |                    | \$413,500                          |
| Budget & Finance (Debt)   |                                 |  |                | \$3,077,500                 |                    | \$3,077,500                        |
| Fund Total  | \$0                             | \$0  | \$413,500      | \$3,077,500                 | \$0                | \$3,491,000                        |
| <b><u>Debt Service (402)</u></b>  |                                 |  |                |                             |                    |                                    |
| Budget & Finance (Debt)   |                                 |  |                | \$57,620                    |                    | \$57,620                           |
| Fund Total  | \$0                             | \$0  | \$0            | \$57,620                    | \$0                | \$57,620                           |
| <b><u>Internal Service (807)</u></b>                                      |                                 |  |                |                             |                    |                                    |
| Health Insurance  |                                 | \$3,700,000                                |                |                             |                    | \$3,700,000                        |
| Fund Total  | \$0                             | \$3,700,000                                | \$0            | \$0                         | \$0                | \$3,700,000                        |
| Total Appropriations  | \$25,113,244                    | \$12,600,906                               | \$19,903,605   | \$5,472,276                 | \$250,000          | \$63,340,031                       |
| Original Appropriations   | \$24,787,144                    | \$12,459,693                               | \$13,787,565   | \$5,472,276                 | \$250,000          | \$56,756,678                       |
| Amendment #1  | \$326,100.00                    |  | \$5,859,140    |                             |                    | \$6,185,240                        |
| Amendment #2  |                                 | \$141,213                                  | \$100,000      |                             |                    | \$241,213                          |
| Amendment #3  |                                 |  | \$106,900      |                             |                    | \$106,900                          |
| Amendment #4  |                                 |  | \$50,000       |                             |                    | \$50,000                           |
| Amendment #5  |                                 |  |                |                             |                    | \$0                                |
| Amendment #6  |                                 |  |                |                             |                    | \$0                                |
| Amendment #7  |                                 |  |                |                             |                    | \$0                                |
| Amendment #8  |                                 |  |                |                             |                    | \$0                                |
|   | \$25,113,244                    | \$12,600,906                               | \$19,903,605   | \$5,472,276                 | \$250,000          | \$63,340,031                       |
|   |                                 |  |                |                             |                    | \$0                                |

## 2020 AMENDED APPROPRIATIONS - SCHEDULE OF OPERATING TRANSFERS AND TEMPORARY ADVANCES

| <u>Paying Fund</u>                     | <u>Original</u> | <u>Current Request</u> | <u>Change</u> | <u>Receiving Fund</u>                       |
|--|-----------------|------------------------|---------------|---|
| <b><u>Operating Transfers</u></b>      |                 |                        |               |   |
| Fund 116 - Income Tax                  | \$3,600,000     | \$3,600,000            | \$0           | Fund 001 - General                          |
| Fund 116 - Income Tax                  | \$1,000,000     | \$1,000,000            | 0             | Fund 102 - St Const Maint & Repair          |
| Fund 116 - Income Tax                  | \$3,581,444     | \$3,581,444            | 0             | Fund 124 - Income Tax Safety                |
| Fund 116 - Income Tax                  | \$3,581,444     | \$3,581,444            | 0             | Fund 128 - Fire & E.M.S.                    |
| Fund 116 - Income Tax                  | \$3,075,444     | \$3,358,065            | 282,621       | Fund 301 - Capital Projects                 |
| Fund 116 - Income Tax                  | \$1,790,724     | \$1,889,496            | 98,772        | Fund 303 - Police Facility                  |
| Fund 116 - Income Tax                  | \$60,000        | \$60,000               | 0             | Fund 402 - Debt Service                     |
| Total Fund 116 Income Tax              | \$16,689,056    | \$17,070,449           | \$381,393     |   |
| Fund 201 - Water                       | \$47,000        | \$47,000               | \$0           | Fund 204 - Utility Billing                  |
| Fund 202 - Sewer                       | \$47,000        | \$47,000               | 0             | Fund 204 - Utility Billing                  |
| Fund 001 - General                     | \$3,700,000.00  | \$3,700,000.00         | 0             | Fund 124 - Income Tax Safety                |
| Fund 001 - General                     | \$6,400.00      | \$6,400.00             | 0             | Fund 106 - Parks and Rec                    |
| Fund 001 - General                     | \$1,500,000.00  | \$1,500,000.00         | 0             | Fund 301 - Capital Projects (for City Hall) |
| Fund 001 - General                     | \$2,100,000.00  | \$2,100,000.00         | 0             | Fund 128 - Fire & EMS                       |
| Subtotal - Total Operating Transfers   | \$7,400,400     | \$7,400,400            | \$0.00        |   |
| <b><u>Temporary Advances</u></b>       |                 |                        |               |   |
| Fund 106 - Recreation                  | *               | \$0                    | \$0           | Fund 001 - General                          |
| Fund 201 - Water                       | *               | \$0                    | \$0           | Fund 116 - Income Tax                       |
| Fund 202 - Sewer                       | *               | \$0                    | \$0           | Fund 116 - Income Tax                       |
| Fund 205 - Solid Waste                 | *               | \$56,000               | \$56,000      | Fund 001 - General                          |
| Fund 205 - Solid Waste                 | *               | \$53,000               | \$53,000      | Fund 116 - Income Tax                       |
| Fund 208 - Storm Water                 | *               | \$16,000               | \$16,000      | Fund 116 - Income Tax                       |
| Subtotal - Total Advances              | \$125,000       | \$125,000              | \$0           |   |
| Grand Total - All Transfers & Advances | \$24,214,456    | \$24,595,849           | \$381,393     |   |

\* Designates Repayment of Advance



**Committee of the Whole Meeting Minutes**  
The City of Kent, Ohio  
Wednesday, May 6, 2020

Mayor Fiala called the Committee of the Whole of Kent City Council to order at 7:51 p.m.

**PRESENT:** Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Mr. Robin Turner

**ALSO PRESENT:** Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Joan Seidel, Health Commissioner; Ms. Melanie Baker, Service Director; Mr. Kevin Schwartzhoff, Parks & Recreation Director; Ms. Rhonda Hall, Budget and Finance Director; Mr. Jim Bowling, City Engineer; Chief John Tosko, Fire Chief; Mr. Gary Bishop, IT Manager, Ms. Amy Wilkens, Clerk of Council

**ABSENT:** Ms. Tracy Wallach

At 7:51 p.m. Mayor Fiala called the meeting to order. There was one (1) item on the Agenda.

1. Consideration of Candidates for Boards and Commissions (Wilkens)

Mayor Fiala stated this is unusual way of doing this, but due to a motion that was made previously by Ms. Wallach that required Boards and Commission candidates to appear in person for an interview, and now due to the Covid -19 crises this has been amended. At this time, voting will not occur today, and will be voted on during the May 20<sup>th</sup> meeting. The candidates will be discussed during Executive Session. Mayor Fiala asked Clerk Wilkens to review the boards and publicly announce those who have applied.

Clerk Wilkens read the list of applicants that had applied for open positions (Attachment #1).

**A MOTION TO MOVE INTO EXECUTIVE SESSION** was made by Mr. Amrhein and the following statement was read:

IN ACCORDANCE WITH ORC §121.22 Section G, Item (1). "To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing."7:55 p.m.

This was **SECONDED** by Mr. Kuhar and **CARRIED** by a vote of 8-0 with the following voting "yes": Mr. Amrhein, Mr. DeLeone, Mr. Ferrara, Mr. Kuhar, Ms. Rosenberg, Ms. Shaffer, Mr. Sidoti and Mr. Turner.

At conclusion of the Executive Session, a **MOTION** was made to return to the Regular Meeting and Adjourn by Mr. Kuhar, **SECONDED** by Mr. Amrhein and **CARRIED** with a voice vote of 8-0

  
\_\_\_\_\_  
Amy Wilkens  
Clerk of Council  
\_\_\_\_\_

**ACTION RECOMMENDED:**

- 1) Authorize the filling of various seats on Boards and Commissions.



## Boards and Commissions May 2020 Candidates\*

### **Board of Building Appeals** - Six (6) Vacancies

1. David Hansford      Seeking re-appointment

### **Board of Health** - One (1) Vacancy (Unexpired Term Ending 8/16/20)

1. Louise Frederick      New
2. Kathleen Erwin      New (also applied for Civil Service, PARTA & Shade Tree)

### **Civil Service**- One (1) Vacancy

1. Lee Higgins      Seeking re-appointment
2. Marilyn Sessions      Previously served
3. Kathleen Erwin      New (also applied for Board of Health, PARTA & Shade Tree)

### **Design and Preservation Committee** - One (1) Vacancy

1. Howard Boyle II      Seeking re-appointment
2. Gretchen Keillor      New

### **Equalization Assessment Board** – Twelve (12) Vacancies

- No Applicants

### **Fair Housing Board**- One (1) Vacancy

- No Applicants

### **Loan Review Board**- One (1) Vacancy

- No Applicants

### **Parking Action Committee** -Two (2) Vacancies

- No Applicants

### **Parks and Recreation Board** -One (1) Vacancy (Unexpired Term Ending 1/19/21)

1. Robert Szygenda      New
2. Kathleen Wiler      New
3. Kristin Berthiaume      New
4. Jillian Tipton      New
5. Jason Church      New

### **Stormwater District Review and Appeals** -Two (2) Vacancies

- No applicants

\*Rescheduled from April 1, 2020