

April 24, 2019



City-Franklin Township Joint Meeting

The City Clerk has scheduled the joint City-Township meeting at 7 pm.

Committee of the Whole

1. Dr. Warren Visit with City Council

As Dr. Warren prepares for her retirement in June, she has requested time to visit with City Council prior to her departure.

Administrative Recommendation

Meet with Dr. Warren; no action is necessary.

Council Action

No action is necessary.



Finance Committee

1. Proposed Revisions to the Law Department Staff Duties and Pay

Hope and Suzanne have requested Committee time for Council's consideration of proposed revisions to the Assistant Law Director's duties and compensation. (attachments)

Administration Recommendation

I recommend Council's support.

Council Actions

Authorize the proposed changes to the Assistant Law Director's position and compensation as presented.



2. 2019 Budget Appropriations Amendment

Dave Coffee has been working with the department heads to reconcile the approved 2019 budget line items and he has prepared the necessary appropriations amendments to reflect the changes needed to balance those line items. (attachments)

Administration Recommendation

I recommend Council's authorization of the appropriations amendments.

Council Actions

Approve the 2019 budget appropriations amendments as presented.



Community Development Committee

1. Proposed Downtown Parking Changes

Bridget and Chief Lee have requested Committee time for Council's consideration of a set of recommendations made by the City's Transportation, Engineering & Safety Committee, and the Parking Action Committee, to modify the City's downtown parking regulations. (attachment)

Administration Recommendation

I recommend Council's support for the proposed downtown parking revisions.

Council Action

Receive the staff report and authorize the parking modifications as presented.



2. Proposed Changes to the City's Neighborhood Grant Program

Bridget and Dan Morganti have requested Committee time for Council's consideration of proposed changes to the City's Neighborhood Grant Program. (attachment)

Administration Recommendation

I recommend Council's support for the proposed revisions to enhance the Neighborhood Grant Program.

Council Action

Authorize the proposed changes to the City's Neighborhood Grant Program to encourage greater neighborhood participation.



Streets, Sidewalks & Utilities Committee

1. Consideration of AT&T Water Tower Lease Amendment

Hope and Melanie have requested Council's consideration of proposed revisions to the City's lease contract with AT&T for the rights to use the City's water tower to host AT&T telecommunications equipment. The lease terms will be for a 5 year agreement with a renewal option, and the City will receive \$2,750/month with a 3% annual escalator. (attachment)

Administration Recommendation

Hope reports that this is a fair lease agreement that is consistent with current market rates/terms and I recommend Council's approval.

Council Action

Authorize the updates proposed for the renewal of the water tower lease agreement with AT&T as presented.



2. Consideration of KSU/City Easement for Water Tower Lease

Hope and Melanie have requested Council's consideration of a proposed easement agreement between the City and KSU for the City's lease with AT&T for the rights to use the City's water tower to host AT&T telecommunications equipment. (attachment)

Administration Recommendation

I recommend Council's approval of the proposed easement agreement with KSU.

Council Action

Authorize the proposed City-KSU Easement Agreement for the Summit Street water tank.



Streets, Sidewalks & Utilities Committee (continued)

3. City/KSU Amended Bike Share Agreement



Jim Bowling has requested Council's consideration of proposed amendments to the City's agreement with Kent State University that reflect the recent rebidding of the Kent State University bike share contract. (attachment)

Administration Recommendation

The bike share program has proven to be a popular option for students to use to go downtown and reduce car traffic. I recommend Council's approval of the proposed changes to the City's bike share agreement with KSU.

Council Action

Authorize the proposed changes to the City's bike share agreement with Kent State University as presented.

4. City/ODOT Project Agreement for Repaving SR59



Jim Bowling has requested Council's consideration of proposed preliminary project agreement with ODOT for the planned repaving of SR59 from S. Mantua Street west to the City limits at an estimated project cost of \$1,087,500 (80% Federally funded, 20% City match). (attachment)

Administration Recommendation

This section of West Main Street is in poor condition and ODOT has secured funding to perform the repaving in 2020 pending the City's approval so I strongly recommend Council's support of the proposed preliminary project agreement.

Council Action

Authorize the proposed City-ODOT preliminary project agreement for repaving a portion of SR59 as presented.

Land Use Committee

1. NEFCO Water & Sewer 208 Plan Update



Melanie and Jim have requested Committee time for Council's consideration of proposed updates to the NEFCO 208 Water Quality Management Plan that designates the respective water and sewer service areas in northeast Ohio. (attachments)

Administration Recommendation

I recommend Council's support for the proposed update to the 208 Plan as presented.

Council Actions

Authorize the proposed updates to the NEFCO 208 water and sewer districts plan as presented.

Information Items

1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of March 2019. Overall the City income tax collections are up 4.5% (\$146,892) from March 2018. Kent State University's collections thru the end of March are down 1.94% (\$25,029). (attachment)

2. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for February 2019. In 2019 calls for fire service are up 19% (33 calls); fire mutual aid assistance is down 4 events as compared to 2018; and EMS responses are up 11% (66 calls). (attachment)

3. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for March 2019. In 2019 calls for service are up 21% (1,563 calls); traffic citations are up 24% (202 tickets); accident incidents are down 11% (22 incidents) and serious crimes are up 3% (4 cases). (attachment)

4. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for March 2019. Permit revenues were \$11,849.26 for March with the most permits being issued for HVAC Residential (22 permits). There were 38 code enforcement items in March. (attachment)

5. Main Street Quarterly Reports

Heather Malarcik has shared copies of the quarterly Main Street Kent report for January thru March 2019. If you read through the reports you'll see budget information, as well as a listing of the community events sponsored by Main Street during the first quarter of 2019. (attachment)