



## Fire Department Swearing-in Ceremony

Chief Tosko has requested a few minutes at the start of the Committee meeting to introduce and swear-in a new Fire Department employee.

## Committee of the Whole

### 1. Senior Advisory Group Discussion

Council requested Committee time to consider a motion to create a new Standing Committee to advise City Council on the development of a senior center and senior service programs.

#### *Administration Recommendation*

Senior citizens are an important demographic for the City's social vitality. How Council chooses to engage Kent's seniors, either through formal or informal means, is up for Council discussion.

#### *Council Action*

**Discuss and direct staff accordingly.**



## Community Development Committee

### 2. EDA Revolving Loan Fund Semi-Annual Certification

Each year the City is required to submit a semi-annual report of the activities performed with the revolving loan fund that were capitalized with EDA funds. City Council is being asked to pass a resolution certifying the latest report. (attachment)

#### *Administrative Recommendation*

The City has effectively used EDA revolving loan funds to retain and attract new business investment in Kent. Council certification of the City's Loan Fund is required by the Ohio EDA to maintain eligibility and I would urge Council's adoption.

#### *Council Action*

**Approve and certify the EDA Revolving Loan Fund report for FY 2017.**

### 3. RLF Committee Member Appointments

Tom Wilke has requested Committee time for Council to consider a new appointment to the City's Revolving Loan Fund Committee. (attachments)

#### *Administration Recommendation*

I recommend Council's support for the new member nominee.

#### *Council Action*

**Authorize the appointment of the new RLF Committee member as presented.**



## Community Development Committee (continued)

### 4. Update on New Business and Economic Development Projects

Tom Wilke has requested Committee time to provide Council with an update on the status of economic development projects that are underway or under discussion in the City.

#### *Administration Recommendation*

Receive the staff report. No action is necessary.

#### *Council Action*

**Receive the staff report**



### 5. Trex Liquor Permit Request for New Kent Restaurant

Tom and Bridget have requested Committee time for Council to consider a Trex Liquor Permit request from the owners of a new building to be constructed at 211 Franklin Avenue that will include a restaurant and high end apartments. Bridget reports that the owner's request meets all of the requirements set forth in the City's Trex guidelines and with an investment projected at over \$5 million, the staff recommends Council's approval. (attachment)

#### *Administration Recommendation*

Given the significant investment planned, Bridget and I recommend City Council approve the Trex license transfer request.

#### *Council Actions*

**Consider the Trex liquor permit request and direct staff accordingly.**



## Health & Safety Committee

### 6. Public Defender Contract Renewal

Staff is requesting Council's authorization to renew the City's contract with the Portage County Office of the Public Defender for the purposes of legal counsel to indigent persons for the period of January 1, 2018 through December 31, 2018.

#### *Administration Recommendation*

This is an annual contract renewal that Jim Silver and I recommend for Council's authorization.

#### *Council Action*

**Authorize the renewal of the Portage County Public Defender's contract for 2018.**



### 7. Citywide Trash Collection Bid

Melanie reports that it is time to re-bid the Citywide trash collection services and she has requested Committee time to provide Council with an update on the development of the bid document and the proposed terms and conditions of the contract. (attachment)

#### *Administration Recommendation*

The Citywide trash bid provided an average savings of 30% on homeowner's trash bills and it significantly improved the aesthetic and health conditions through an efficient and planned trash collection schedule. I recommend Council authorize the contract document for public bidding.

#### *Council Action*

**Authorize the citywide trash collection contract for public bid.**



## Health & Safety Committee (continued)

### 8. K9 Police Dog Retirement



Chief Lee is requesting Committee time to request Council's authorization to allow Sgt. Ennemoser, who trained and handled Aiko, the Department's K9, to take custody of the dog upon Aiko's retirement date of January 7, 2018. (attachment)

#### *Administration Recommendation*

I recommend Council's support for the transfer of custody of Aiko to Sgt. Ennemoser.

#### *Council Action*

**Authorize the transfer of custody of Aiko to Sgt. Ennemoser.**

## Finance Committee

### 9. 2017 Budget Appropriations Amendment



Dave Coffee has been working with the department heads to reconcile the approved 2017 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 2017 budget appropriations amendments as presented.**

### 10. 2018 Position Allocation Ordinance



Dave Coffee and Suzanne have updated the position allocation ordinance for 2018 based on the positions approved by Council in the 2018 Operating Budget. (attachments)

#### *Administration Recommendation*

I recommend Council's authorization of the 2018 position allocation ordinance based on the approved 2018 Operating Budget.

#### *Council Actions*

**Approve the 2018 position allocation ordinance.**

## Executive Session

Suzanne and Dave Coffee have requested an Executive Session to present staff recommendations for proposed changes to the City's General Compensation Plan consistent with the recently negotiated union contracts.

## Information Items

### 1. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for October 2017. In 2017 calls for service are down 10% (2,237 calls); traffic citations are down 23% (582 tickets); accident incidents are down 41% (254 incidents) and serious crimes are down 15% (81 cases). (attachment)

### 2. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of October 2017. Overall the City income tax collections are up 2.06% (\$246,456) from October 2016. Kent State University's collections thru the end of October are up 2.01% (\$83,631). (attachment)

## Information Items (continued)

### 3. Health Department Statistics

Jeff Neistadt has provided a copy of the statistical report for October 2017. Health Department revenues are up 16% (\$72,133.92) and permits are down 8% (42 permits) in 2017 from 2016. (attachment)

### 4. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for October 2017. Permit revenues were \$12,988.19 for October with the most permits being issued for plumbing residential (18 permits). There were 26 code enforcement items in October. (attachment)