



Health & Safety Committee

1. City of Kent Fire Department MOU with Ravenna Township Fire

Chief Tosko has requested Committee time for Council to consider a proposed new Memorandum of Understanding (MOU) between the Kent Fire Department and the Ravenna Township Fire Department. Chief Tosko reports that he has been working with the Ravenna Township Fire Department to develop a MOU that would allow the jurisdictions to jointly purchase fire hose testing equipment – at a cost of \$2,800 -- and share in the use of that equipment. (attachment)

Administration Recommendation

The shared cost will save the City \$1,000 in equipment costs that we would otherwise purchase on our own, and it will reduce the wear and tear on fire trucks that are currently used to test the fire hoses. Kent Fire continues to be a leader in regional sharing and inter-governmental collaboration and I recommend Council's support.

Council Action

Receive the staff report and authorize participation in the proposed Fire testing equipment MOU between the Kent and Ravenna Township Fire Departments.

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 Plan 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 2016.

3. Panini's Request for a License to Occupy City Right of Way

Jim Bowling has requested Committee time for Council to consider granting Panini's a license to extend their outdoor patio into the City Right of Way on Haymaker Parkway in downtown Kent. Jim has been working with Panini's to define the terms by which Panini's would be allowed to expand their outdoor seating up to the back of the community bulletin board. Jim notes that the existing landscape in the area will remain or be slightly relocated to allow for the additional seating. (attachment)

Administration Recommendation

The City Right of Way in question is not being used and Jim has developed terms that protect the City's interests in the Right of Way, so I recommend Council approve the request and support a Kent business.

Council Actions

Authorize the license to occupy the Right of Way to Panini's



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. Kent Parks and Recreation Hike and Bike Trail Easement

John Idone has requested Committee time to present Council with an opportunity to acquire an easement that should help provide an off-road connection between the Portage Hike and Bike trail terminus at Middlebury Road and the Freedom Trail terminus on the other side of the Middlebury Road Bridge. (attachment)

Administration Recommendation

Receive the staff report and direct staff accordingly.

Council Action

Receive the staff report and direct staff accordingly.



Finance Committee

6. 2016 Budget Appropriations Amendment

Dave Coffee has been working with the department heads to reconcile the approved 2016 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 appropriations amendments as presented.



Executive Session

Parks Director, John Idone, has requested an Executive Session to present possible land acquisition options for the construction of a community recreation facility.

Information Items

1. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for September 2016. In 2016 calls for fire service are up 7% (41 calls); fire mutual aid assistance is up 4 events in 2016; and EMS responses are up 3% (61 calls). (attachment)

2. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of October 2016. Overall the City income tax collections are down 1.28% (\$155,387) from October 2015. Kent State University's collections thru the end of October are up 3.59% (\$144,656). (attachment)

3. Law Department Report

Jim Silver has provided his legal activity report for September and October 2016. The City had 80 prosecution hearings this two months along with several other action items such as contract review and legal research. (attachment)