

February 5, 2008



At the start of the meeting, Council will hold a public hearing on the annual work plan for the City's CDBG programs.

Community Development Committee

1. Citywide Trash Bid Review

As previously discussed in Committee Gene issued a competitive trash management bid in December 2008 and we received bids from three prospective trash collection companies that are interested in managing trash services in the City of Kent. In this packet I have included a copy of Gene's analysis of the cost structure of the bids. Gene will present the information in Committee for Council discussion and direction. (attachment)



Administration Recommendation

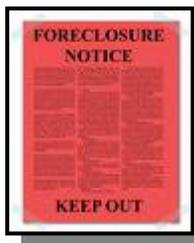
Based on the data received from the trash haulers, Gene is estimating a potential savings to City residents ranging from \$240,000 a year to as high as \$600,000 a year depending on the actual customer mix being served in Kent today. With this level of prospective savings for Kent residents and the opportunity to provide a higher degree of management of trash services through the contract, I would encourage Council's serious consideration of Gene's proposal.

Council Action

Review the bid proposals and authorize staff to proceed.

2. Neighborhood Stabilization Funds Follow-Up

Gary Locke provided Council with an introduction to the new Neighborhood Stabilization Funds (NSF) that the state has made available in January. He and Bridget have continued to work on the funding application and he reports that he needs to come back to Council for more discussion and action. In particular Gary notes that we need to 1) designate a target area in which to spend funds; 2) discuss generally how the money will be used; 3) obtain Council's approval to authorize the City to enter into agreement with Portage County and the City of Ravenna to apply for the funds; and 4) authorize staff to encumber and expend NSP funds that may be received. (attachment)



Administration Recommendation

The amount of funds that the City is likely to be eligible for will be around \$300,000 and given these tough financial times we need to take advantage of every financial opportunity possible so I recommend Council's support for the actions proposed by Gary.

Council Action

Authorize the necessary resolutions and actions to proceed with the NSP grant.

Finance Committee Items

3. Disposal of Junk Forfeited Vehicles

Chief Peach and Bill Lillich have requested Committee time to consider a staff recommendation to authorize staff to dispose of forfeited junk vehicles as scrap metal rather than trying to auction them off as surplus property. They report that for vehicles that are inoperable or heavily damaged it would save money to sell them as scrap rather than paying for an auction process.

Administration Recommendation

I recommend Council's support of the proposed change in disposal of junk vehicles.

Council Action

Authorize a change in the disposal of junk vehicles.

4. 2009 Capital Re-Appropriations

Jim Bowling has been working with Barb to finalize the changes necessary to our budget to allow for revisions to our capital project schedules for 2009. The items requested for re-appropriation are all projects approved in the capital plan. The staff is asking to move unspent 2008 capital funds into the 2009 budget appropriation.

Administration Recommendation

I recommend Council's approval of the re-appropriations request.

Council Action

Authorize the re-appropriation request.

Streets, Sidewalks & Utilities Committee

5. Fairchild/Crain Avenue Bridge Agreement with Portage County

Jim Bowling has provided Council with an updated Memorandum of Understanding (MOU) with Portage County for the repair and replacement of the Crain/Fairchild Avenue bridge project. This new MOU modifies the agreement that was signed in 1997 to conform to the current financial responsibilities of the project.

Administration Recommendation

I recommend Council's approval of the revised MOU.

Council Action

Approve and authorize staff to execute the MOU with Portage County.

6. Sidewalk Snow Removal Policy

Council requested Committee time to review the current City ordinances and policies related to sidewalk snow removal. Jim Silver and Gene will be available to review the current policies and procedures for Council discussion.

Administration Recommendation

I recommend Council's discussion and direction to staff on the issue of sidewalk removal policies and practices.

Council Action

Review and discuss the sidewalk removal policy.



Information Items

1. Governor's State of Ohio Address

I have included a copy of Governor Strickland's state of Ohio address from January 28, 2009 for Council's general reference and information. (attachment)

2. Planning Commission Agenda

I have included a copy of the Planning Commission Agenda for February 3, 2009 at 7 pm. There are three items on the agenda: 1) Whitehall Townhomes is requesting a conditional zoning certificate to convert the party room to rental units; 2) Consideration to amend the Zoning Code to allow a member of the Planning Commission or Board of Zoning Appeals to appear before the board in which they are not a member for public testimony; and 3) Consideration to require review of the Kent Zoning Code every ten years starting in 2009. (attachment)

3. Justice/Safety Center Study Committee

At the request of Portage County a small study team has been organized to further evaluate the opportunity to construct a joint City/County/KSU safety center. The membership includes staff and elected officials representing the County and the courts. It has been suggested that the City should also have some elected representation on the study committee. Given the financial nature of this matter I asked Councilman Wilson to sit in on the first meeting as an unofficial Council representative but I would like Council's approval of either Mr. Wilson or another member to officially serve as the City Council's liaison to the study team at our next Regular Meeting. The study team will continue to meet over the next couple of weeks prior to our next Regular meeting and unless Council has some concerns I'd like for Mr. Wilson to continue to join us in an unofficial capacity.

4. Civil Service Commission Meeting Minutes

I have included a copy of the minutes from the December 8, 2008 Civil Service Commission for Council's information. (attachment)

5. Ohio Stimulus Dollars

I have included a copy of what I thought was an informative news article out of Columbus regarding what Ohio might expect from the Federal Stimulus bill. The bill passed the House but it is unlikely to pass the Senate without modification. (attachment)

6. Main Street 4th Quarter Reports

I have included copies of the Main Street Kent monthly reports for October, November and December of 2008. The reports are provided to Heritage Ohio and they provide good data on the progress of the Main Street committees to achieve the goals of their work plans. Despite the tough economic times Penn Station Subs reported an investment of \$150,000 in Kent in October. (attachment)

7. Central Portage County Visitors & Convention Bureau

I have included a copy of the end of year activity report for the Portage County Visitors & Convention Bureau. The Visitor's Bureau has a \$66,000 a year budget generated from the bed tax. At this point, 99% of that bed tax comes from from hotels/motels in Brimfield since the last remaining hotels in Kent have essentially been converted to student housing. The Kent Area Chamber of Commerce manages the Visitor's Bureau and runs the programs and services at a cost of about \$12,500 a year. (attachment)

8. Traffic Engineering and Safety Committee Meeting

I have included a copy of the meeting minutes from the January 26, 2009 Traffic Engineering and Safety Committee. The items discussed include: stop sign at N. Prospect @ Pioneer, audible pedestrian signals, remove no turn on red at Summit @ Morris, and Spaulding Drive detour plans (attachment)