



Community Development Committee

1. Fair Housing Impediments Report

Bridget has requested Committee time to present the update to the City's "Analysis of Impediments to Fair Housing Choice (AI)" which is required to be submitted to the U.S. Department of Housing and Urban Development (HUD) every 5-7 years as part of the City's responsibilities as a recipient of federal housing assistance funding. The update includes observations on impediments to fair housing choice and outlines actions proposed to address those impediments. (attachment)

Administration Recommendation

Fair housing has been a topic of interest to City Council and I recommend Council receive the report and authorize it to be submitted to HUD as the City's implementation plan to address identified impediments.

Council Action

Receive the updated report and authorize it to be submitted to HUD as presented.

2. Proposed South End Historic Identification

At the request of South End neighborhood residents, Bridget has asked for Committee time to discuss the historical significance of the South End neighborhood and to request recognition of its role in the City's history through the issuance of a Council resolution to formally memorialize the "Historic South End" area. (attachment)

Administration Recommendation

Several local historians and South End residents have been working to gather information on how the South End neighborhood was established and to memorialize its historic significance to the Kent community. Based on their work they have requested a more formal historical identification by Council and I recommend Council's support for the requested historical recognition.

Council Action

Receive the staff report and adopt a resolution memorializing the historic importance of the South End neighborhood.

Health & Safety Committee

1. Retirement of K-9 "Iron" from the Police Department

Chief Lee has requested Committee time to publicly recognize the retirement of one of the Department's K-9 "officers" (Iron) and to request Council's authorization to allow the dog to be turned over to his former handler/partner. (attachment)

Administration Recommendation

We typically try to allow the patrol dogs to retire with their work "families" and I recommend Council's support to approve the release of Iron to his partner.

Council Actions

Authorize the retirement and release of Iron to his patrol handler/partner.



Health & Safety Committee (continued)

2. Proposed “No Parking” Restriction on Wolcott Avenue



Chief Lee has requested Committee time for Council to consider a request from a resident to restrict parking along a small section of Wolcott Avenue. The resident claims that on street parking in the vicinity of her driveway and proximity to the nearby intersection makes for an unsafe condition. The City’s Traffic Safety and Engineering Committee reviewed the request and recommend support for posting the area in question with a new no parking restriction. (attachment)

Administration Recommendation

From a public safety perspective, I recommend Council’s support for a new area designated for no parking on Wolcott Avenue as presented.

Council Actions

Authorize the new no parking restriction on Wolcott Avenue as presented.

3. City/Portage County 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, 2020 through December 31, 2020. (attachment)

Administration Recommendation

This is an annual contract renewal that Hope and I recommend for Council’s authorization.

Council Action

Authorize the renewal of the Portage County Public Defender’s contract for 2020

Streets, Sidewalks & Utilities Committee

1. Staff Report on KSU Flash Bikes Program



Jim Bowling has requested Committee time with Council to review data regarding the new VeoRide dockless bike program managed by Kent State University. The popularity of the new service has resulted in an increase in bike share ridership over 1,000%. There have been some questions about how the program works and how to ensure proper “storage” of the dockless bikes and staff will review those issues with Council in the presentation. (attachment)

Administration Recommendation

The bike share program is a great alternative means of transportation that results in less traffic congestion, less parking demand, less reliance on carbon based fuel and less emissions with the added benefit of bringing more students downtown. I recommend Council receive the staff report.

Council Action

Receive the staff report.

2. Update on the City’s 2019 Capital Projects



Jim Bowling has requested Committee time to provide Council with an overview of the progress of the City’s capital improvement projects in 2019.

Administration Recommendation

I recommend Council receive the staff report.

Council Action

No action is necessary.

Finance Committee

1. Operating Levy Resolution to Proceed



Dave Coffee has requested Committee time for Council to consider authorization of the resolution to proceed with the proposed renewal of the 1.16 mils General Tax levy to be included on the March 2020 ballot. (attachment)

Administration Recommendation

As discussed in the October Committee meeting this levy is critical to sustaining City revenues that are used to support City services and I strongly urge Council's support.

Council Action

Authorize the resolution of notice to proceed on the proposed renewal levy.

2. Proposed PARTA-City Health Department Lease Agreement



The staff have requested Committee time to present a proposed new lease agreement that would allow the City Health Department to relocate into vacant office space on the 2nd floor of the PARTA Central Gateway in downtown Kent. The Health Department lease with KSU will expire next summer and PARTA has offered competitive pricing terms for quality office space and a long term lease.

Administration Recommendation

The Health Board and Department staff have identified the space in PARTA as their preferred place to relocate and given the favorable terms of the lease, I recommend Council's support.

Council Action

Receive the staff report and authorize the lease agreement for the Health Department in the PARTA Central Gateway as presented.

3. Proposed 2020-24 Capital Plan Update



Staff has prepared the draft 2012 Capital Improvement Plan for Council review. The capital plan provides a schedule of projects and financing for 2020 through 2024 based on a prioritization of most critical needs. The CIP project list is constrained in order to stay within available funding levels. (attachment to be hand delivered)

Administrative Recommendation

Review and approve the 5 Year Capital Improvement Plan as presented.

Council Action

Approve the proposed 2020-2024 Capital Improvement Plan.

4. 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.

Information Items

1. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for September 2019. In 2019 calls for service are up 13% (2,784 calls); traffic citations are up 10% (243 tickets); accident incidents are up 2% (9 incidents) and serious crimes are up 7% (33 cases). (attachment)

2. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of September 2019. Overall the City income tax collections are up 2.96% (\$320,489) from September 2018. Kent State University's collections thru the end of September are down 0.46% (\$17,723). (attachment)

3. Main Street Quarterly Reports

Heather Malarcik has shared copies of the quarterly Main Street Kent report for July thru September 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 third quarter of 2019. (attachment)

4. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for September 2019. Permit revenues were \$31,400.11 for September with the most permits being issued for HVAC Residential (22 permits). There were 21 code enforcement items in September. (attachment)