



Interviews for Boards and Commissions

City Council, acting as the Committee of the Whole, will hold interviews for current vacancies on City Boards and Commissions.

Health & Safety Committee

1. Identity Theft Policy

Jim Silver and Bill Lillich have prepared draft policy recommendations enabling the City to comply with the recent action of the Federal Trade Commission requiring financial institutions and creditors (including the City) to implement procedures to protect the security of customer account information from identify theft. The procedures define appropriate methods for protecting sensitive information and flagging potential indicators of fraud. (attachment)

Administration Recommendation

The City is obligated to comply with the new Federal requirements and I recommend Council's support for the new policy directives.

Council Action

Adopt the terms of the draft Identity Theft Policy.



2. Ambulance Service Fee and Collections Contract

Bill Lillich has requested Committee time for Council to consider changes to the current Ambulance Service Contract. Bill notes that the changes are needed to update the contract to meet current legal requirements, to modify the billing procedures, and to increase the mileage transport fee from \$7 to \$10 per mile. (attachment)

Administration Recommendation

The proposed changes clarify the terms of service for the City, the service provider and the service recipient so I recommend Council's support.

Council Action

Amend the Ambulance Service Contract as proposed.



2. Justice Action Grant Funds

Bill Lillich reports that the Kent Police Department was approved for a FY09 Byrne Justice Grant in the amount of \$71,646 (\$25,492 for Portage County, \$45,972 for the City of Kent). Bill is requesting Council's approval to accept the grant funds and allow us to enter an Agreement with Portage County to distribute the funds as allocated by the grant. As previously presented, the Police are recommending to use the funds to expand neighborhood policing. (attachment)

Administration Recommendation

This is another opportunity to leverage grant dollars for priority local service so I recommend Council's support.

Council Action

Authorize staff to enter into an Agreement and accept for the JAG funds.



Special Council Meeting

In order to meet the time deadlines of the JAG Grant, staff is requesting Council's approval of Draft Ordinance 09-92 (Authorization to accept for JAG funds); and Draft Ordinance 09-93 (Agreement with Portage County for JAG funds) in a Special Council meeting.

Community Development Committee

4. Relocation of the Kent Regional Business Alliance (KRBA)

Dan Smith and Gary Locke have been working with officials from Kent State University to find new office space for the KRBA. Kent State has hosted the KRBA in the Business School but expansion of their entrepreneurship program necessitates the use of the current KRBA space. Dan is recommending relocating the KRBA into vacant City business incubator space in the Summit Street Incubator. (attachments)

Administration Recommendation

The KRBA has been a good resource for many small businesses in Kent and given the availability of the space in the incubator I think it makes sense to co-locate the KRBA in the same building as the City's Economic Development Director and the City's incubator tenants so I support Dan's recommendation.

Council Action

Authorize the temporary re-location of KRBA to the Summit Street Incubator property.

5. City Facilities Energy Conservation Proposal

Gene has received a proposal from an energy conservation firm for a citywide energy management initiative that is projected to save \$652,955 in annual operating utility costs. A representative from the energy firm will provide an overview of their findings, recommendations and proposed financing for the necessary energy upgrades and retrofits. (attachment)

Administration Recommendation

The contractor is guaranteeing City savings at a minimum of \$652,955 so I would encourage Council's serious consideration for this proposal and the staff requests Council guidance on whether or not to include this new program in our proposed 2010 Capital Improvement Plan.

Council Action

Consider the energy savings proposal and direct staff accordingly.

Streets, Sidewalks & Utilities Committee

6. Donation of a Water Easement from the Shelly Company

Rhonda Boyd in Engineering has requested Council's approval to accept the donation of an easement from the Shelly Company for the construction of the Cherry-Middlebury waterline. The easement includes 1,746 square feet of land valued at \$536.76. (attachment)

Administration Recommendation

I encourage Council's approval to accept the easement as proposed.

Council Action

Accept the donated easement from the Shelly Company.



Streets, Sidewalks & Utilities Committee (continued)



7. Sidewalk Snow Removal Information

Gene Roberts and Gary Locke have compiled additional snowfall and cost information as requested by Council in consideration of the proposed sidewalk snow removal program. Council requested this information in order to establish the level of service desired. (attachment)

Administration Recommendation

The staff and I need Council direction on what level of service to plan for the new sidewalk removal program for 2010. We need a decision as soon as possible in order to prepare the 2010 budget and to inform/educate City residents on the terms of the new service requirements.

Council Action

Consider the new snowfall and cost data and direct staff accordingly.

Information Items

1. Board of Zoning Appeals Agenda

Gary Locke has included a copy of the agenda and staff report for the July 20, 2009 Board of Zoning Appeals meeting. There was one item up for consideration: 216 Valleyview Drive, setback variance for a handicap ramp. (attachment)

2. Civil Service Commission Meetings

I have included copies of the minutes from the Civil Service Commission meetings (June 8, 2009 and June 26, 2009) for your information. (attachment)

3. Planning Commission August 4th Agenda and Staff Report

Gary Locke has provided a copy of the August 4th Planning Commission agenda and staff report. The Planning Commission will be considering a request for a conditional zoning certificate for a new home-based child care business. (attachment)

4. Monthly Permit and Zoning Reports

Gary Locke has enclosed a copy of the monthly zoning and permit violations report thru June 2009. The total number of permits issued this year is slightly ahead of last year (thru June) but the revenues are down 42% (\$74,000). Troy had 41 action items on his June report, most of which were grass and weed violations. (attachment)

5. Police Statistics

Chief Peach has forwarded his June 2009 Police Statistics report. Total calls for service are slightly up (.5%) while total arrests are slightly down (1%). Similarly, accident incidents are up 11% while incidents of serious crimes are approximately the same as last year (426 incidents). (attachment)

6. Health Department Statistics

John Ferlito has provided copies of the health board agenda and minutes from the May meeting, as well as the statistical reports for May and June 2009. (attachment)

7. NOPEC Electric Information

Gene Roberts has provided a packet of information concerning electric rates for the upcoming year. This information helps clarify what City customers need to know about electric service rates and providers. (attachment)

Information Items (continued)

8. Emerald Ash Borer Update

Gerald Shanley has supplied information from the Ohio Department of Agricultural that describes the continued spread of the Emerald Ash Borer through Ohio. Portage County is already quarantined for tree/firewood movement but five new counties, including Summit County, have now been added to the quarantine list. (attachment)

9. Neighborhood Stabilization Program

As you may recall, the City applied for and received Neighborhood Stabilization funds to help improve City neighborhoods by demolishing or redeveloping vacant, abandoned, or foreclosed residential properties. The funds create an opportunity to get rid of troublesome blighted properties. Bridget and her co-workers have been assembling a list of eligible properties but she has requested any referrals that Council members (or community members) would like to make. If you have a property in mind that you think meets the requirements of the program, let us know and we'll add it to Bridget's list. The funds are limited to residential properties only and unfortunately there won't be enough funds to do all that is needed but we'd like to have as comprehensive a list as possible. You're welcome to email me or Bridget directly (SuselB@kent-ohio.org) with your referrals.

10. Income Tax Report

John Mockler has provided a summary of income tax collections thru the end of June 2009. Overall the City income tax collections are up 1.04% from 2008, with Kent State's collections up 5.1% . (attachment)