

August 14, 2009



Unauthorized Items

1. Appointments

Council will be voting on a slate of candidates for the Fair Housing Board, Parking Action Committee, and the Stormwater District Review Board.

2. Neighborhood Stabilization Grant Fund

In February 2009, Council approved the City's participation in the Neighborhood Stabilization Program (NSP), authorized the submission of a grant application in partnership with the City of Ravenna and Portage County, and authorized the City to enter into an agreement with Portage County for the distribution of the grant funds. The collaborative grant request has been approved by the Ohio Department of Development and the City is now authorized to spend our portion of the grant which will be reimbursed through the County. Bridget Susel has been working with the Budget and Finance Office to set up a new special revenue fund to process the new grant and we now need Council's authorization to create that new special revenue fund in our budget to manage the grant. (attachment)

Administration Recommendation

I recommend Council's support for the creation of the new NSP Grant Fund as a special revenue fund within our City budget.

Council Action

Authorization for the creation of the NSP Grant Fund.

3. Fire Union Contract (IAFF) Extension Request

The staff have completed negotiations with the members of the IAFF, the terms of which we plan to present to Council in Executive Session on 8/19, but with the existing contract due to expire on 8/31/09 we are requesting Council's authorization to extend the current contract for an additional 90 days just in case there are any unexpected delays to the finalization of terms with the new contract.

Administration Recommendation

The staff and I believe that we have reached agreement with the union but we feel that it would be prudent to authorize an extension to the current contract as a precaution so I recommend Council's approval of the extension.

Council Action

Authorize the extension of the Fire union contract for a period of 90 days.

4. Final Main Street Design Guidelines

Earlier this year Council approved the downtown design guidelines in concept but made a motion to withhold final approval pending the completion of the final draft. Main Street reports that the final draft is complete, with all the spelling and grammatical errors corrected, so the document is back before Council for final approval. (attached)

Administration Recommendation

Since Council already approved the elements of the design document we did not schedule any additional Committee time to review the spelling/grammatical changes. If however, Council would prefer to refer it back to Committee, the staff is prepared to point out the modifications to the text that were made.

Council Action

Adopt the Design Guidelines as Final and Approved.



Unauthorized Items (continued)

5. Crain / Fairchild Avenue Necessity and Intent Modification

Rhonda Boyd in Engineering reports that modifications are needed to be made to the previously approved declaration of Necessity and Intent Ordinance on the Crain/Fairchild Bridge project to reflect the final appraised value of parcels 38T & 38 WDV at \$9,900 rather than the previous value of \$3,845. (attachment)

Administration Recommendation

I recommend Council's support and authorization to amend the Ordinance as presented.

Council Action

Adopt the modified Necessity and Intent Ordinance for the Bridge Project.

Information Items

1. Bridge Project Updates

Jim Bowling reports that ODOT appears close to having site mobilization and utility issues resolved for the Crain/Fairchild Avenue Bridge so he expects to see site work begin in the next week to two weeks. Jim anticipates the utility companies to be first on site but as soon as ODOT releases the designated buildings for demolition he thought we would begin to see some of the structures come down fairly quickly. Jim reports that the Spaulding Drive bridge replacement is on schedule to finish up in early September. Jim also said that ODOT's closure of 261 for the Plum Creek overpass repairs is also on schedule and they should complete the bridge repair work by September 30.

2. NOPEC Electric Contract Supplier Information

Gene Roberts has provided additional information from NOPEC concerning electric service available to our residents here in Kent. It appears that there's been some confusion with residents receiving letters from First Energy so NOPEC has provided member communities with additional explanatory information that they may share with residents. (attachment)

3. Civil Service Commission Meetings

I have included copies of the minutes from the Civil Service Commission meeting held on July 20, 2009 and I've provided the agenda for the August 10th Commission meeting for your information. (attachment)

4. PARTA Bus Route Restructuring

PARTA has recently announced changes to their bus routes that will impact service in Kent effective August 24th. I have enclosed copies of the notice for your information. (attachment)

5. Police Statistics

Chief Peach has forwarded his July 2009 Police Statistics report. Total calls for service are slightly up (1%) while total arrests are slightly down (5%). Similarly, accident incidents are up 12% while incidents of serious crimes are down 3% from the same period as last year. (attachment)

6. Board of Zoning Appeals Agenda

Gary Locke has included a copy of the agenda and staff report for the August 17, 2009 Board of Zoning Appeals meeting. There is one item up for consideration: 1400 East Main Street, United Church of Christ, sign variance. (attachment)



Information Items (continued)

7. Monthly Permit and Zoning Reports

Gary Locke has enclosed a copy of the monthly zoning and permit violations report thru July 2009. The total number of permits issued this year is down 22% from last year (thru July 31) and the corresponding revenues are down 41% (\$81,000). Troy had 33 action items on his July report, most of which were grass and weed violations. (attachment)

8. Health Department Statistics

John Ferlito has provided copies of the health board agenda and minutes from the July 13 meeting, as well as the statistical reports for the month of July 2009. (attachment)

9. 2010 Proposed Capital Improvement Plan (CAP)

The staff and I are still in the process of finalizing the proposed 2010 Capital Plan for Council's consideration. We had hoped to have had it ready for presentation by the August 19th Council meeting but we've decided that more time is required to further refine the numbers and make recommendations for project financing. With that in mind, we have asked the City Clerk to move the CAP presentation date to our September 2, 2009 meeting. I appreciate your patience on this matter and I think the extra time will be well spent and should produce a better final document.

10. Citywide Trash Service Conversion

Gene Roberts reports that 4,400 of the 5,400 residential trash accounts in the City of Kent have filed their paperwork to convert to the new citywide trash hauler (R&R Sanitation). Many of those accounts began service on August 1 while the remaining accounts have until March 2010 to officially transfer service. Given the large number of households that signed up quickly we did temporarily run out of bags for the bag service but Gene received another shipment of 10,000 bags this week so we should be in good shape for some time.

11. Fuel-Less Friday Bike/Hike/Bus to Work Day

The administration at Kent State invited us to join them in promoting August 21, 2009 as Fuel-Less Friday. If you have the means to walk, bike or bus your way to work that day please join them as they'd be delighted to have this be a community wide effort. I have attached information on the event. (attachment)

12. Planning Commission August 18th Agenda and Staff Report

Gary Locke has provided a copy of the August 18th Planning Commission agenda and staff report. The Planning Commission will be considering a request for a zoning code amendment to authorize church functions in the University District and a zoning code amendment to allow public/private schools as conditionally permitted in Open Space-Recreational Districts. (attachment)

13. Acorn Alley Progress

I don't know if you've had a chance to stroll over to see the progress on the Phoenix project lately so I've included a couple of Dan's recent photos that show-off the new Acorn Alley. (attachment)

14. 2nd Quarter Council Activity Report

I've attached the 2nd Quarter Council Activity Report for your information and review. (attachment)