

February 27, 2009



Community Development Committee

1. CDBG FY 2009 Action Plan

Gary and Bridget have prepared the 2009 CDBG project funding recommendations for Council's approval for submission to the US Department of Housing and Urban Development (HUD). To date the City has not been advised of the exact allocation for HUD funding for Kent but we anticipate receiving the same amount as 2008 which was \$298,370. With those funds Gary and Bridget are recommending funding a total of eight Kent projects that have requested CDBG funding assistance. (attachment)



Administration Recommendation

In total, the CDBG funding requests from community organizations in Kent tallied \$401,568 which is \$103,198 more than the anticipated 2009 budget, so staff attempted to cover at least a portion of the costs for each project where practical. I would encourage Council's support of the staff CDBG funding recommendations.

Council Action

Review and approve the 2009 CDBG project funding plan.

2. Economic Development Year in Review

Dan Smith has provided a summary of the economic highlights for Kent in 2008 that he would like to present to Council in Committee. Despite the challenges in the area economy Kent had one of the best years in decades as measured by new private business investment. From Don Joseph Toyota's \$12 million expansion to Cambria's \$4 million new manufacturing facility, and the Phoenix Project's multi-million dollar building renovation, Kent had a remarkable year for business investment. Certainly we continue to face significant economic challenges but if 2008 is any indication, it would appear that our economic strategies are producing results and should help us emerge from the downward cycle in the economy stronger and better prepared for the future. (attachment)

Administration Recommendation

Discuss and review Dan's economic development summary.

Council Action

No action necessary.

Finance Committee

3. Business Fees

Jim Silver has completed his research concerning Council's request for the administration to explore business fee options similar to the fees noted by Councilman Kuhar in Florida. Jim has determined that such fees could be legally instituted in Kent should Council desire to do so although he had a number of logistical questions that he'd recommend Council consider. (attachment)

Administration Recommendation

Receive Jim's report and discuss next steps, if any.

Council Action

Review and provide staff direction.



Finance Committee

4. Revolving Loan Fund (RLF)

Dan Smith has been working with the Revolving Loan Fund committee members to evaluate a request from Superior Aerial for a \$60,000 revolving loan. Dan reports that there are adequate funds available to meet this loan request and the committee members are recommending approval. Dan will review the loan request with Council in Committee. (attachment)

Administration Recommendation

The committee members of the loan fund completed a thorough evaluation of the business plan and loan request, and they are recommending approval so I would encourage Council's support of this private business investment in Kent.

Council Action

Review the loan request and authorize staff to proceed with processing the loan.

Streets, Sidewalks & Utilities Committee

5. Stonewater Drive Right of Way Donation

In order to proceed with the extension of Stonewater Drive from Fairchild Avenue to SR59 the Engineering Division is requesting Council time to discuss the acceptance of .306 acres (valued at \$6,046) from Don Joseph Toyota in order to accommodate the new road width. (attachment)

Administration Recommendation

Receive the Engineering report and accept the donation as presented.

Council Action

Accept the donation of .306 acres of land.

6. Memorandum of Understanding for Summit Street Improvements

Jim Bowling has been working with representatives from Kent State University to prepare a Memorandum of Understanding (MOU) detailing the responsibilities of the City and the University for the design of the Summit Street Improvement Project and the corresponding payment terms for both parties. Jim has requested Council time to review the MOU and seek Council's authorization to sign the agreement. (attachment)

Administration Recommendation

The Summit Street Improvement Project is in the approved City Capital Improvement Plan (CIP) and the City has obtained Federal funds to pay for 80% of the design and construction. Kent State has agreed to partner with the City to pay half of the local share and this MOU defines how that partnership will work. I encourage Council's approval of the MOU as presented.

Council Action

Review and approve the proposed City/KSU MOU for Summit Street improvements.





7. ODOT Road Salt Contract

Gene Roberts is bringing to Council a request to authorize staff to work with ODOT to prepare our road salt bid for 2009-2010. It appears that ODOT is looking to start the order process earlier in order to help stabilize prices and provide the supplier a more accurate accounting of tonnage to be purchases. (attachment)

Administration Recommendation

Road salt is critical to our snow operations and given our recent success at riding the state contract I would encourage Council to support Gene's request for next winter.

Council Action

Authorize staff to participate in the ODOT salt contract for 2009-2010.

Information Items

1. Ohio EPA Water Pollution Stimulus Assistance

As you know we've submitted a list of shovel ready economic development projects to the regional, state and federal funding agencies for their consideration. This month the Ohio EPA has also announced a request for possible stimulus projects that would reduce surface water pollution. The Engineering staff submitted a list of possible projects in Kent that I have attached for your review. Again, by submitting the list we are not obligated to anything, we are merely seeking to ensure that eligible Kent projects could be considered at some future time. At this point the Ohio EPA has made no indication of how much funding will be available or how the application and evaluation process will occur. (attachment)

2. January Kent Fire Department Statistics

Chief Williams has provided a copy of the January monthly incident report for fire operations. The data indicates that fire incidents were down 22% while medical incidents for the month were up 4%. (attachment)

3. Fairchild Avenue Bridge Project Property Acquisition Summary

At Council's Committee meeting this month Councilman Wilson referenced a summary report prepared by the Engineering Division that described the property acquisition process used in the Fairchild Avenue/Crain Avenue bridge project. I have included a copy of that summary report for all of Council. (attachment)

4. Community Reinvestment Area (CRA) Information

In response to Council's request for further information regarding the CRA Council, Gary Locke has provided a summary report outlining the role of the CRA and the use of the CRA over the last decade in Kent. Specifically, Gary notes that the CRA is on-going as it met last year and will meet again this year. (attachment)

5. Civil Service Commission Meeting Minutes

I have included a copy of the minutes from the January 20, 2009 Civil Service meeting for Council's review. (attachment)

6. Planning Commission Meeting Agenda and Staff Report

Gary Locke has provided a copy of the agenda and staff report for the March 3, 2009 Planning Commission meeting. There are two items up for consideration: 1) amendment to the zoning code, chapter 1115 and 1121, regarding public testimony; and 2) zoning code amendment, chapter 1117, setting a 10 year review of the zoning code. (attachment)