



performance
evaluation

Policies and Procedures Committee Items

1. Review of Evaluation Forms for City Manager, City Clerk

Council will have a chance to look over the forms used last year for the performance reviews of the City Manager and City Clerk, and make suggestions for changes where desired.

Administration Recommendation

Review the evaluation format and recommend changes as necessary.

Council Action

No formal action required.

Streets, Sidewalks & Utilities Committee Items

2. Dedication of the Lakes of Franklin Mills, Phase 4

Jennifer Barone has requested Council approval for acceptance and dedication of the Lakes of Franklin Mills Subdivision, Phase 4. Construction of the roads and public infrastructure have been substantially completed for Wrens Hollow and portions of Stone Water Drive that connects the Lakes of Franklin Mills, Phase 2, to the Admore Drive Bridge. (attachment)

Administration Recommendation

I recommend Council's support for the acceptance of the Lakes of Franklin Mills Subdivision, Phase 4.

Council Action

Approve and accept the infrastructure as presented by staff.

Finance Committee

3. New Tenant for Summit Street Incubator

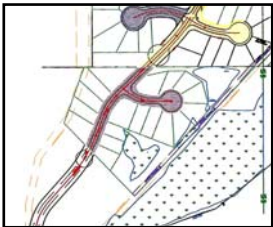
After advertising the availability of incubator space through Money Penny Realty, Mike Weddle is requesting Council's approval for a new business tenant in the City's incubator space on Summit Street. (attachment)

Administration Recommendation

I support Mike's recommendation and I recommend Council's approval.

Council Action

Council authorization of a lease for a new tenant of the Summit Street Incubator.



Community Development Committee (continued)



4. *Celebrate Kent!* Grant Awards

In response to the City's Request for Proposals for Celebrate Kent! grant funds, Mike Weddle is recommending providing funding for each of the 3 applicants, including DICE, Kent State Folk Festival, and Kent Fest Run & Clinic. (attachment)

Administration Recommendation

I support Mike's recommendation and I recommend Council's approval.

Council Action

Council authorization for the release of grant funds for the Celebrate Kent! program.

5. Parking on the Main Street Bridge

Council requested Committee time to review the value of parking on the Main Street Bridge. The 2-year trial project has been completed and Council is being asked to consider whether to make the bridge parking a permanent addition to downtown or not. I've attached excerpts of the minutes from the Committee meeting when Council approved the trial period for reference purposes. (attachments)

Administration Recommendation

Staff has reviewed the history of the parking trial and based on the continued pressing need for parking in the downtown, as advocated by the downtown businesses, staff recommends extending the parking and authorizing the design of a more aesthetically-pleasing permanent structure.

Council Action

Direct staff on Council's preference for parking on the Main Street Bridge.

6. Discussion of the Old Kent Hotel

The owner of the Old Kent Hotel advised the administration that he would like to have the City pursue the release of the liens on his property through the Court system. Due to the legal nature of this matter, Jim Silver advised that we will need to go into executive session for this discussion. (attachment)

Administration Recommendation

Review the status of the progress of the Old Hotel and direct staff accordingly.

Council Action

Pending direction of City Council.

Information Items

1. Police Statistics

As Council requested, after our Council Committee meeting where we presented some of the Kent burglary data, I uploaded the police statistics that staff had shared that night onto the KENT360 site in a blog post. I've attached a copy of the blog post for your information as well since I had gone back thru more of the data and summarized even more than what we had presented the night of the Committee meeting.



Information Items (continued)

2. West River Neighborhood Progress Survey

You may recall that we've had a Kent State Graduate Intern working in the Manager's Office this semester, and one of her projects has been to study the progress of the West River revitalization effort. She's nearing completion of her work, and she has recommended surveying the residents in the vicinity to get their feedback on their perception of the state of the neighborhood today versus 10 years ago. She has distributed survey forms to about 70 homes and businesses in the neighborhood and she's also uploaded the survey on-line at the KENT360 site. I've included a copy of the survey for your information. (You're certainly welcome to fill one out yourself and send it in to us).

3. Memo From Jim Silver re: Recreation Department Lease

I've attached a memo from Jim Silver that reviews John Idone's efforts to lease the property at 803 Fairchild. Jim concludes that John has followed all of the guidelines currently required by Council for the lease of parks and recreation department property, and he advises that once the Council's criteria are met, the lease would not be required to come back for Council approval. To that end, Jim is recommending John proceed with the lease as is.

4. Monthly Statistics

I've attached the monthly reports prepared by Community Development (permit and zoning complaint report), the Police (activity reports), and the Health Department (statistical report) for your information. You will note that although the number of permits are down in 2007, the revenues have remained on-pace with 2006. Al Hall responded to about 30 complaints in April most of which were related to exterior maintenance and upkeep.

5. City Engineering Projects Update

Chris Tolnar has provided a short summary of the status of Engineering Division projects. We've got a lot of work going on, so I thought it would be good to share this with you so that you're able to answer questions from residents. Please note that ODOT is gearing up to repave 43 from 261 into downtown in a couple of weeks - I think that will really help improve the look and quality of the ride in this gateway corridor into Kent.

6. City Hydrant Flushing Schedule

It's that time of year again, and Gene has provided a 2007 hydrant flushing schedule for Kent. Over 4 weeks in June, City crews will be flushing water lines from 2 am to 7 am. Gene will be posting the flushing information in the newspaper and on signs in the neighborhoods. I've attached a copy of the schedule for you as well.