

April 13, 2012



Unauthorized Items

1. Boards and Commissions Appointments (Drafts 12-34 thru 12-39)

Council members will vote on a slate of candidates under consideration for various vacancies on City Boards and Commissions.

2. Position Allocation Ordinance Amendment (Draft 12-46)

Gene Roberts has been working with John Idone to explore potential cost savings and efficiency improvements to be gained from hiring 2 additional seasonal workers in Parks & Recreation to perform public property mowing duties rather than Gene paying an outside vendor. Gene estimates that hiring 2 additional seasonal Parks employees should save \$10,000 per year and extend the mowing season longer which will allow the Central Maintenance employees to stay on their routine daily duties rather than mowing. (attachment)

Administrative Recommendation

Due to the warm weather and early growing season, Gene and John have asked me to expedite this request which is why we put it on as an unauthorized item. At this point, we need your approval to add the 2 additional seasonal workers to Parks and Rec which requires an amendment to our Position Allocation Ordinance. Then, in May we will ask for a Budget Appropriations Amendment to reflect the change in the funds from Gene to John's budget. Given the savings and improved work productivity anticipated by this change, I would recommend Council's support.

Council Action

Amend the position Allocation Ordinance as requested.

Streets, Sidewalks & Utilities Committee

1. Summit Street Traffic Improvement Project

Jim Bowling has requested Committee time to review the status of the preliminary engineering and design work for the Summit Street Traffic Improvement Project. The Project has been in planning since 2006 and with the aid of a Citizen's Advisory Committee and public meetings, the staff have narrowed down the recommended solutions to improve traffic safety and reduce congestion in the Summit Street corridor. (attachment)

Administrative Recommendation

The staff have worked closely with area residents and Kent State University to identify possible solutions to traffic problems in the Summit Street corridor. From a safety, effectiveness, and aesthetic perspective, I support the staff's recommendation that features the use of a new roundabout and associated improvements along Summit Street.

Council Action

Authorize staff to proceed with the preferred design option and begin the detailed engineering and design work for that option.



Information Items

1. Board of Zoning Appeals April 16th Meeting

Heather Phile from our Community Development has provided a copy of the agenda and staff report for the April Board of Zoning Appeals meeting scheduled for April 16th, 2012. There is one item on the agenda: Born Free M.C. Toy Run, Inc, 325 West Elm Street, setback and philanthropy variances. (attachment)

2. Fire Incident Report

Jim Williams has provided a copy of the fire and emergency medical services report for March 2012. In March 2012 calls for fire service are up 35% (67 calls); fire mutual aid assistance is up by 8 events in 2012; and EMS responses are up 8% (59 calls). (attachment)

3. April Planning Commission Meeting

Bridget Susel has enclosed copies of the Planning Commission agenda and staff report for the April 17th Planning Commission meeting. There are 2 items up for consideration: 1) Born Free Toy Run, 325 W. Elm Street, conditional zoning certificate and site plan review; and 2) Acorn Corner (aka Old Hotel), corner 176 East Main Street, courtesy presentation of proposed improvements. (attachment)

4. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for March 2012. The total number of permits issued thru the end of March was up 71% (83 permits) from last year and the corresponding revenues were up 67% (\$33,967). Troy had 25 action items in March, including following up on nuisance materials/debris, property maintenance and signs in the right of way. (attachment)

5. Health Board Meeting Minutes and Department Statistics

Jeff Neistadt has provided copies of the Health Board agenda (for the March 13th meeting) and the statistical report for March 2012. Health Department revenues are up 4% (\$4,338) and permits are up 2% (6 permits) in 2012 from 2011. (attachment)

6. Middlebury Road Waterline Project

I wanted to let you know that the City will begin construction of the Middlebury Road Waterline project in April 2012, with completion by November 2012. The waterline work will include the replacement of an existing 6" waterline with a new 8" waterline on Middlebury Road from Akron Boulevard to Longmere Drive. The project will also replace an existing 2" waterline with a new 8" waterline on Munroe-Falls-Kent Road from Middlebury Road to Roosevelt Avenue. The City Service Department has recorded 17 total waterline breaks along the existing Middlebury Road watermain since the year 2000.

Approximately 3,800 feet of water main replacement is being replaced. This project will tie into the new Middlebury/Cherry water main and continue northeast along Middlebury Road, terminating with a connection into the Longmere Drive watermain. The new 8 inch ductile iron pipe will be wrapped in plastic to protect it from corrosive soils.