

February 9, 2011



Unauthorized Items

1. Appointment to the Civil Service Commission (Draft 11-0)

After months of not finding any candidates to fill a vacancy on the Civil Service Commission, Council is being asked to consider an ordinance appointing Mr. Ken Hodar to the Civil Service Commission. Mr. Hodar expressed interest in the position and given the lack of candidates, the City Clerk is recommending that Council appoint him to the Commission.

Administrative Recommendation

I recommend Council's support to appoint Mr. Hodar to the Civil Service Commission.

Council Action

Appoint Mr. Hodar to the Civil Service Commission.

2. Support of Ohio Historic Preservation Tax Credit (Draft 11-0)

The State of Ohio Historic Preservation Tax Credit is up for consideration for renewal and the staff and I believe that this tax credit (25% of building rehabilitation costs) is an important financial incentive for property owners for the restoration of historic buildings like those found in downtown Kent.

Administrative Recommendation

I recommend Council's support for the renewal of the State of Ohio Historic Preservation Tax Credit.

Council Action

Authorize a resolution in support of the renewal of the Ohio Historic Preservation Tax Credit.

Information Items

1. February 1st Planning Commission Meeting

Gary Locke has enclosed copies of the Planning Commission agenda and staff report for the February 1, 2011 Planning Commission meeting. There was 1 item up for consideration: 1) Kent Parks and Recreation River Bend Improvements; site plan review and conditional zoning certificate. (attachment)

2. Health Department Statistics and February Agenda

John Ferlito has provided copies of the Health Department statistical report for the 4th quarter of 2010. For the year, Health Department revenues were up 4.7% (\$9,191). John has also provided copies of the health board agenda (for the February 8th meeting) and the statistical report for January 2011. Health Department revenues in January were up 15% and permits were up 12% in 2011 from 2010. (attachment)



Information Items (continued)

3. Residential Refuse Collection 2011 Fuel Surcharge

Gene Roberts has forwarded a memorandum advising Council that in accordance with the terms of the City's Residential Refuse Collection contract with R&R Sanitation, he has approved a .10 cents/month (.30 cents/quarterly billing cycle) per customer fuel surcharge (excluding the bag customers) that will go into effect April 1, 2011. After 18 months of service, R&R has held to fixed rate pricing as required by the bid. At the end of the first year the contract allows R&R to ask the City to review fuel prices to determine if a fuel surcharge is warranted. Diesel fuel prices are up approximately 30% since the start of the contract and R&R has requested consideration to add .10 cents/month (.30 cents/quarter) for an increase of .4% to 1% (depending upon the level of service) of the total customer bill. R&R provided the required documentation to Gene and he has subsequently approved the fuel surcharge as allowed by the terms of the contract. The fuel surcharge will be monitored by Gene during the course of the year to see if it is still warranted based on diesel gas prices. Gene is in the process of advising our customers of this upcoming contract/billing change. (attachment)

4. City Appointments to the Tax Increment Review Council (TIRC)

Dan Smith reports that there are two vacancies that need to be filled on the City of Kent Tax Increment Review Council with Portage County. The City Clerk indicated that these appointments have previously been made as an unauthorized request on the City Manager's Communication which I plan to include for the February 16th Regular Council meeting. Dan is recommending the appointments of two Kent residents to the TIRC: 1)Lori Wemhoff, Executive Director Kent Area Chamber of Commerce; and 2)Michelle Hartman, Manager RLB Phoenix Properties, LLC. I will be asking for your support of these appointments in my Communication. If you have any comments or questions about these appointments, please feel free to contact me or Dan. (attachment)

5. Disposal of Out of Date City Cell Phones

Bill Lillich has advised me that over the last year we have upgraded our City cell phones (better technology, cheaper prices) and he is requesting authorization to dispose of the old cell phones. Bill is requesting Council's approval to donate 66 operable cell phones to local social service agencies and discard the remaining 12 non-functional cell phones. I would encourage Council's support and I will include this request in my Manager's Communication on the night of our February 16th Regular Council meeting. If you have any comments or questions about these cell phones, please feel free to contact me or Bill. (attachment)

6. Monthly Permit and Zoning Reports

Gary Locke has enclosed copies of the monthly zoning and permit violations report for January 2011. The total number of permits issued thru the end of January was up 48% (14 permits) from last year and the corresponding revenues were up 49% (\$2,366). Troy had 18 action items in January, most of which were related to ice and snow concerns. (attachment)