



Public Hearing

Bridget Susel has scheduled a public hearing to receive public comment on the recent recommendation of the Committee of Design and Preservation to designate the old hotel property as a locally historic property. Council will have an opportunity to hear comments prior to being asked to support the designation as an unauthorized item later in the Regular Council meeting.

Special Committee Items

1. CDBG FY 2012 Funding Recommendations

Bridget Susel and Suzanne Robertson have prepared the 2012 CDBG project funding recommendations for Council's approval for submission to the U.S. Department of Housing and Urban Development (HUD). The City's CDBG allocation for 2012 is set at \$264,240. Bridget is recommending funding eight projects that have requested CDBG funds. (attachment)

Administration Recommendation

In total, the CDBG funding requests from community organizations tallied \$417,263 which is \$153,023 more than the 2012 allocation, 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 as presented.

Council Action

Review and approve the 2012 CDBG project funding plan.

Unauthorized Items

1. Parks and Recreation Board Appointment (Draft 12-26)

John Idone has requested Council's consideration to approve the appointment of Kelley Labajetta to the Parks and Recreation Board.

Administrative Recommendation

I recommend Council's support of the appointment.

Council Action

Authorize the appointment to the Parks and Rec Board.

2. Designation of Old Hotel as Local Historic Property (Draft 12-28)

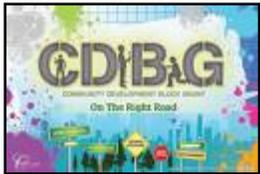
Bridget Susel has requested Council's consideration to approve the designation of the old hotel (at the corner of East Main Street and Depeyster Street) as a locally historic property as recommended by the new Kent Committee on Design and Preservation.

Administrative Recommendation

Making this designation would enable the old hotel property to be eligible for historic tax credits and I recommend Council's support for the historic designation.

Council Action

Designate the old hotel property as a locally historic property.



Information Items

1. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for February 2012. The total number of permits issued thru the end of February was up 86% from last year but the corresponding revenues were down 11% (\$5,286). Troy had 31 action items in February, most of which were related to property maintenance and illegal signs in the right of way. (attachment)

2. Board of Zoning Appeals March 19th Meeting

Heather Phile from our Community Development has provided a copy of the agenda and staff report for the March 19th Board of Zoning Appeals meeting. There were two items on the agenda: 1)1100 Adrian Avenue, White Oak Hills, variance for parking in setback area; and 2)228 Highland Avenue, new garage setback variances. (attachment)

3. Fire Incident Report

Jim Williams has provided a copy of the fire and emergency medical services report for February 2012. In 2012 calls for fire service are up 40% (46 calls); fire mutual aid assistance was up 1 event in 2012; and EMS responses are up 18% (84 calls). (attachment)

4. March Planning Commission Meeting

Bridget Susel has enclosed copies of the Planning Commission agenda and staff report for the March 20th Planning Commission meeting. There were 2 items up for consideration: 1)Born Free Toy Run Inc, 325 W. Elm Street, conditional zoning certificate and site plan review (item was deferred); and 2)St. Patrick's Preschool, conditional zoning and site plan review. (attachment)

5. Franklin-Kent JEDD Appointment

I have attached a memo from Dan Smith requesting Council's authorization to appoint Bruce Wilson, VP of Operations at Schneller Inc. to fill a vacancy on the Franklin-Kent JEDD Board. I would encourage Council's support of the appointment and I plan to seek Council's approval of this action as an unauthorized item next Wednesday night. (attachment)

6. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for February 2012. In 2012 calls for service are up 8% (244 calls); traffic citations are up 20% (110 tickets); accident incidents are down 19% (35 incidents) and serious crimes are up 12% (13 cases). (attachment)

7. 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 February 2012. Health Department revenues are down 3% (\$2,267) in 2012 from 2011. (attachment)

8. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of February 2012. Overall the City income tax collections are up 4.19% (\$76,137) from February 2011. Kent State University's collections thru the end of February are down .55% (\$4,071). (attachment)

Information Items continued

9. Credit Card Payments

This week Dave Coffee announced that the Finance Department has successfully completed the first step in credit/debit card acceptance for the City of Kent. Effective immediately Finance will accept Visa, MasterCard, and Discover branded credit/debit cards for payment of City Utility Bills. For right now, customers will need to present their cards in person at the Utility Window of the Finance Department to make their payments. However, in the not too distant future we anticipate expansion of our acceptance capabilities to include payment of other City obligations such as parking fines, refuge bags, etc., in addition to gradual expansion for acceptance by other City departments/locations. Special thanks to Brian Huff and Rebecca Swauger for their work in achieving this objective.

10. Strategic Planning Documents for 2012

I have enclosed copies of the updates for 2012 of the strategic planning documents that we use internally to guide our efforts during the course of the year. As you may recall, the strategic items listed in these reports represent the culmination of a couple of decades worth of citizen surveys, community visioning exercises, planning studies and Council retreats. The strategic themes noted in these documents will continue to be our focus areas as a staff for 2012. Since little has changed in the prioritization of our initiatives from year to year Council hasn't found it necessary to hold annual strategic planning retreats but the staff and I are happy to review the strategic categories, results, and to modify plans for the upcoming year at any time with Council. (attachments)