



Unauthorized Items

1. Transfer of Property Taxes From the County

In order for the County to transfer the tax proceeds for 2009 to the City, Council must adopt an ordinance authorizing the transfer to be made from the County Treasurer to the Director of Budget and Finance for the City of Kent. (Draft no. 09-129) (attachment)

Administration Recommendation

Adopt the resolution authorizing the transfer of tax proceeds.

Council Action

Adopt the resolution authorizing the transfer of tax proceeds.

2. Portage County Public Defender Contract

The Law Director has requested Council's authorization to renew the City's contract with Portage County to provide legal counsel to indigent persons in the City of Kent for the period January 1, 2010 to December 31, 2010 at a cost of \$80 per case. (Draft No. 09-131)

Administration Recommendation

I recommend Council approve the contract as presented.

Council Action

Approve the contract renewal.

Information Items

1. Health Board Meeting Minutes and Department Statistics

John Ferlito has provided copies of the health board agenda and minutes from the October 13th meeting, the agenda for the November 10th meeting, as well as the statistical report for the year through October 31, 2009. For the year, Health Dept. fee receipts are up less than 1% from last year for the same period. (attachment)

2. Monthly Permit and Zoning Reports

Gary Locke has enclosed a copy of the monthly zoning and permit violations report thru October 31 2009. The total number of permits issued this year is down 18% from last year (thru September 30) and the corresponding revenues are down 48% (\$132,000). Troy had 10 action items on his October report. (attachment)

3. Board of Zoning Appeals October Meeting

Heather Phile from our Community Development has provided a copy of the staff report for the November Board of Zoning Appeals meeting scheduled for November 16, 2009. There are four items on the agenda: 535 Pioneer Avenue setback variance request; 734 Cuyahoga Street setback variance request; 1645-1693 Athena Drive sign variance; and 239 East College Street appealing nuisance abatement costs. (attachment)



Information Items (continued)

4. PARTA Multi-Modal Support Letter

Dan Smith, Gary Locke and James Bowling have been working with PARTA and Kent State University to rally legislative support for PARTA's \$21 million Federal Tiger Grant application. For your information I have included a copy of a letter of support that has been received from Senator Voinovich as well as the information items that Dan has prepared as part of the lobbying effort. The City, KSU and PARTA have planned a visit to Washington DC to seek additional federal support. (attachments)

5. Fire Statistics

Chief Williams has forwarded his October 2009 Fire Statistics report. Total calls for service are down for both for fire incidents (-20%) and emergency medical service (-6%). (attachment)

6. Law Department Monthly Activity Report

Jim Silver has provided a summary of the activities of the Law Department during the months of September and October 2009. This is a new reporting mechanism that Jim has started to prepare to help Council track the status of legal matters that the Law Department is working on. (attachment)

7. Normal Illinois Follow Up re: local hiring incentives

The staff has not yet completed a review of City contracts for consideration of local hiring incentives but City Council had also requested staff check with Normal Illinois to see if as part of their downtown revitalization project they included any incentives for contractors to hire local labor. I contacted the City Manager in Normal and I have included a copy of his reply for Council's information:

"The Town of Normal has no labor force requirements in any of its development agreements. Nor do we have any other regulations or ordinances that would require any sort of localized labor pool. We do require the payment of prevailing wages to the workers on any Town of Normal project and/or on any private project that receives TIF funding. That is a statutory requirement in Illinois. "

8. Sidewalk Shoveling Doorhanger

We've been experimenting with different ways of distributing a sidewalk shoveling door hanger and we've included a laminated version for your information in this packet. We thought we'd try lamination to protect against adverse weather conditions. We plan to keep copies of these door hangers in the City offices but if you want multiple copies to hand out just let us know. (attachment)

9. 3rd Quarter Council Activity Report

For your information I've included a copy of the 3rd Quarter 2009 City Council Activity Report. You'll see in the spreadsheet that we spent a total of 8 hours in Committee in the 3rd Quarter and 43% of that time was devoted to sidewalk snow removal issues. (attachment)

10. 3rd Quarter Main Street Kent Reports

For your information I've included a copy of the 3rd Quarter 2009 reports provided by Mary for Main Street Kent. It's worth noting in the reports that for the quarter there was a loss of 2 full time and 2 part time jobs from the closing of the Kent Hardware store but there was also a gain of 3 new full time and **41** new part time jobs in downtown Kent from the Phoenix Project. (attachments)

11. Phoenix Project Variance

I have included a copy of recent correspondence between Gary Locke and Ron Burbick concerning a standard City requirement of a performance bond (\$1,881) for a future trash dumpster serving the Phoenix Project. Gary, Ron and I have discussed Ron's request to waive the bond requirement and given the circumstances I have approved the waiver. By Ordinance I am required to notify Council of the waiver. If you have any questions Gary and I would be happy to answer them. (attachment)