

## Special Council Meeting

### 1. Labor Contracts Approval

The staff and I are requesting Council's approval for the labor agreement with OPBA and for the General Compensation Plan for 2012. The terms in these agreements mirrors the terms included in the other labor contracts that Council approved in October -- 0% wage increase in 2012, 1% in 2013 and 2% in 2014, and gradual increases in the employee contributions to health care in years two and three. (attachments)

#### *Administrative Recommendation*

We have been able to settle on terms that are consistent with the previously approved union contracts and I would recommend Council's approval.

#### *Council Action*

**Approve the labor contract with OPBA and the General Compensation Plan.**

### 2. Modification to the Old RB&W Site Purchase Agreement

Dan Smith and Jim Silver have requested Council's approval to modify a couple of terms to the Purchase Agreement with Thomas Betts as part of the Clean Ohio Funds grant application for the old RB&W site. The terms need to be changed in order to receive consideration for the Clean Ohio grant funds. (attachment)

#### *Administrative Recommendation*

The change in the contract extends the date for the property transfer until after certain investigation work is complete, which is in the City's best interest, and I urge Council's support for the change.

#### *Council Action*

**Authorize the proposed modification to the property purchase agreement.**

## Streets, Sidewalks & Utilities Committee

### 3. Sidewalk Snow Removal

At City Council's request, staff has scheduled Committee time to consider a proposal from Council Member Wallach to improve sidewalk snow removal during the 2011-2012 winter season.

#### *Administrative Recommendation*

Ms. Wallach will present the details of her proposal in Committee and I would recommend that Council receive her report and direct staff accordingly.

#### *Council Action*

**Receive the sidewalk snow removal proposal.**



## Health & Safety Committee

### 4. Modifications to the City's Existing Solicitation Ordinance

Jim Silver has requested Committee time to review staff recommendations to clarify and revise some of the terms of the City's solicitation ordinance which regulates the procedures for door-to-door sales in Kent. (attachment)

#### *Administrative Recommendation*

The staff has recommended some relatively minor changes to the City's solicitation ordinance that I believe will improve the process and address issues that have come up in the implementation of the current ordinance, so I recommend Council's support.

#### *Council Action*

**Consider the modifications and authorize the changes to the solicitation ordinance as proposed.**



## Finance Committee

### 5. NRP Federal Tax Credit Application

Bridget Susel has requested Committee time for Council to consider a proposal to utilize \$250,000 from the City's existing Community Housing Improvement Program (CHIP) revolving loan fund to provide a local match for the NRP Group's application for federal tax credits to finance the construction of the proposed senior housing units on Sunnybrook Road. (attachment)

#### *Administrative Recommendation*

Securing additional senior housing has been identified as a critical need by the staff and Council, and NRP has put together a competitive proposal to build senior housing in Kent, so I would recommend Council's support to use existing CHIP funds to provide the local match and demonstrate the City's commitment to the project.

#### *Council Action*

**Authorize the use of CHIP funds to provide the local match commitment for the NRP application for federal tax credits in the construction of new senior housing in Kent.**



### 6. Income Tax Delinquency and Collection Procedures

Dave Coffee and his staff have been researching the options available to the City to improve tax collection effectiveness and he has requested Committee time to discuss additional administrative and legal tools available through RITA. Using the Federal tax tapes to cross-reference with City records, RITA has provided the City with a list of individuals/businesses that have failed to pay their City income taxes. Dave Coffee would like to amend the contract with RITA to utilize their administrative and legal resources to collect the outstanding income taxes owed to the City. (attachment)

#### *Administrative Recommendation*

Dave Coffee has compared the proficiency and costs associated with collecting delinquent taxes using internal staff, contracted services and RITA, and he is recommending beginning to utilize the resources of RITA to follow-up with accounts that are in arrears.

#### *Council Action*

**Receive the staff report and direct staff accordingly.**



## Finance Committee (continued)

### 7. Wheeling and Lake Erie Master Lease for Parking

Dan Smith has been working with a representative from the Wheeling and Lake Erie Railroad to secure a master lease for the parking that is available in the railroad right of way adjacent to Franklin Avenue from Stow Street to Erie Street in downtown Kent. Dan has requested Committee time to ask for Council's approval for a multi-year lease at a cost of \$2,000 a year. (attachment)

#### *Administrative Recommendation*

Ensuring the availability of this supplemental parking in downtown Kent is critical to the City's ability to support the new businesses that are relocating into downtown Kent and to attract new business activity that will also require parking, so I strongly urge Council's support.

#### *Council Action*

**Authorize the staff to enter into a Master Lease with Wheeling and Lake Erie Railroad for supplemental parking in downtown Kent.**

### 8. 2011 Appropriations Amendment

Dave Coffee has been working with the department heads to reconcile the approved 2011 budget line items and he has prepared the necessary appropriations amendment to reflect the changes needed to balance those line items. (attachments)

#### *Administration Recommendation*

I recommend Council's authorization of the appropriations amendment.

#### *Council Actions*

**Approve the appropriations amendments as presented.**

## Community Development Committee

### 9. Semi-Annual EDA Revolving Loan Fund Certification

Each year the City is required to submit a semi-annual certification of the activities performed with the revolving loan fund that were capitalized with EDA funds. City Council is being asked to pass a resolution certifying the City's RLF plan. (attachment)

#### *Administrative Recommendation*

The City has effectively used EDA revolving loan funds to retain and attract new business investment in Kent. Council certification of the City's Loan Fund Plan is a semi-annual procedure that is required by the Ohio EDA to maintain eligibility and I would urge Council's adoption.

#### *Council Action*

**Approve and certify the EDA Revolving Loan Fund certification as presented.**

### 10. Second-Hand Retail Outlet Regulations

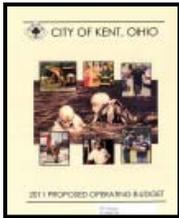
Jim Silver has requested Committee time for Council to consider modifications to the City's existing Codes to improve the regulations and control of second hand retail outlets operating in Kent. (attachment)

#### *Administrative Recommendation*

Jim's recommended modifications would improve accountability and reduce the chances for stolen goods to be re-sold in second hand retail outlets in Kent, and I recommend Council's support.

#### *Council Action*

**Authorize the regulatory modifications affecting second hand retail outlets.**



## Information Items

### 1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of September 2011. Overall the City income tax collections are up 5.04% (\$388,143) from September 2010. Kent State University's collections thru the end of September are up .65% (\$20,481). (attachment)

### 2. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for September 2011. The total number of permits issued thru the end of September was up 12% from last year and the corresponding revenues were up 566% (\$624,086), presumably reflecting all of the construction activity underway in Kent this year. Troy had 25 action items in September, many of which were related to illegal rooming houses. (attachment)

### 3. Traffic Engineering & Safety Report

Bill Lillich has provided a copy of the summary notes from the October 7<sup>th</sup> Traffic Safety Committee meeting. Six items were discussed at the meeting: 1)Construction Project updates; 2)Request to convert N. Water Street parking spaces to 2 and 10 hour by permit; 3)Request for a stop sign at Admore and Hollister; 4)Multi-modal pedestrian ramp; 5)Esplanade extension update; and 6)Street lighting concern in the apartments along Silver Meadows Boulevard. (attachment)

### 4. KEC Fall Forum: "Kent Sustainability"

For your information the Kent Environmental Council (KEC) will be hosting a Fall Forum titled "Kent Sustainability?" on November 10, 7-9 pm at the United Church of Christ, 1400 E. Main St., Kent. The featured speaker will be David Beach, from the Cleveland Natural History Museum and founder of EcoCity, Cleveland, reporter and author. He will address sustainability with a focus on Northeastern Ohio.

### 5. Halloween In Kent

Just a reminder that Trick or Treating in Kent will be on Sunday, October 30th, from 3 pm to 5 pm. Trick or treaters should look for houses with their outside lights on.