



Special Council Meeting

1. Ward Re-Apportionment

The City Clerk sent out notice this week advising that in order to meet the statutory requirements for Ward Re-Apportionment, Council needs to vote on the proposed changes to the Wards no later than October 8th so it will be necessary to hold a special Council meeting prior to our Committee discussions.

Administrative Recommendation

Bridget Susel had to make some additional changes to the Ward Re-Apportionment plan that had been presented to City Council in September in order to ensure that the plan met the Charter requirement for the Ward sections to be contiguous. Bridget has discussed the recent modifications with the affected Council representatives (Wards 3, 4, and 5) and I recommend Council's support for the final Ward Re-Apportionment proposal. (attachment)

Council Action

Authorize the proposed Ward Re-Apportionment plan.

Community Development Committee

2. Main Street Kent Programs Update

Mary Gilbert has requested Committee time to provide City Council with an update on the status of the Main Street Work Program.

Administrative Recommendation

I recommend Council to receive the Main Street Report.

Council Action

Receive the Main Street report.

3. Neighborhood Grants Proposal

Bridget Susel, Gary Locke and I have been discussing the possibility of initiating a new neighborhood grant program, as part of our broader neighborhood enrichment efforts, to strengthen Kent's neighborhoods and bolster neighbor engagement, collaboration and pride. The grant amounts would be limited in number and size, and they would be funded through a partial re-allocation from the Social Service Grant Program. (attachment)

Administrative Recommendation

Bridget has outlined a proposed grant program that is modeled after some of the successful programs used in other cities in our region and I would encourage Council's thoughtful consideration of this effort to revitalize City neighborhoods.

Council Action

Consider the new program request and direct staff accordingly.



Finance Committee



4. Draft Investment Policy

Dave Coffee has requested Committee time to review the proposed investment policy for City funds. Dave has developed the draft policy document for Council's consideration to more formally codify the investment practices that the Finance Department has utilized for managing the City's investment portfolio. (attachment)

Administrative Recommendation

The staff has developed a sound investment policy for our pooled resources that addresses the major elements of our investment practices. The policy document provides a basis to explain, monitor, and when necessary, modify the City's strategies for managing public funds and I recommend Council's support.

Council Action

Approve and adopt the proposed draft investment policy.

5. AMATS Federal Funding Grant Applications



Jim Bowling has requested Committee time for Council to consider authorizing staff submission of 6 project applications to AMATS for consideration of Federal Funding. AMATS announced that the funding allocation for projects in the next round of the Federal grant cycle increased 70% -- from \$31 million in 2010 to \$53 million in 2011. Jim and his staff are recommending Kent projects of funding consideration: 1) Crain Avenue Pavement Resurfacing (\$82,400); 2) North Depeyster Pavement Resurfacing (\$124,000); 3) Franklin Avenue Resurfacing (\$184,000); 4) Fairchild Avenue Pavement Resurfacing (\$129,600); 5) Portage Hike and Bike Trail, SR 59 Segment, (\$700,000); and 6) S. Water Street Traffic Improvements (\$2,360,000). (attachment)

Administrative Recommendation

Jim will review the project proposals and funding allocations in Committee and I recommend Council's support for all of the proposed project applications.

Council Action

Approve and authorize staff to submit the AMATS grant applications as presented.

Streets, Sidewalks & Utilities Committee

6. Dominion East Ohio Utility Easement Request



Jim Bowling and his staff have requested Committee time for Council to consider approval of an easement request from Dominion East Ohio Gas to install a gas service line across City property (located in the Franklin township) to serve the Portage County Water Resources pump station located north of SR59 on a landlocked site that abuts City property. The proposed easement is 20' - 25' wide and would be approved for a 99 year period. (attachment)

Administrative Recommendation

The staff notes that the proposed easement generally runs along the property boundary line for the City's well field access drive and based on the terms outlined in the easement, I recommend Council's support.

Council Action

Approve the Dominion East Ohio Utility easement as presented.



Streets, Sidewalks & Utilities Committee (continued)

7. City/ODOT/KSU Esplanade Agreement

Jim Bowling has requested Committee time for Council to consider authorization of an Agreement for the City/KSU esplanade/Portage Hike and Bike Trail connection. This is the project that the City and University received ODOT funding to extend the esplanade from the edge of campus to SR 59 as part of the downtown revitalization efforts. The agreement outlines the responsibilities between Kent State University and the City related to construction, maintenance and operation of the trail. (attachment)

Administration Recommendation

This agreement enables the esplanade project to move forward and I would recommend Council's support.

Council Action

Authorize staff to execute the City/KSU Agreement for the Esplanade – Portage Hike and Bike Trail Project.

Land Use Committee

8. Vacant Property Ordinance Follow-Up Discussion

As requested by Council, staff has completed further review of possible ordinance changes that would be intended to create a disincentive for property owners to allow properties to sit vacant and become blighted. Jim Silver will present his suggestions for possible changes to City Code to help with the management of vacant property problems.

Administration Recommendation

The removal of blighted properties has been one of the City's top priorities and is one of the motivations behind the City's significant property acquisition and investment in downtown Kent over the last 5 years. In order to protect that investment, and the significant investment made by private property owners in the central business district, I urge Council's support to consider mechanisms available to discourage property owners from allowing properties to decline.

Council Action

Receive the staff report, discuss and authorize next steps.

Information Items

1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of August 2011. Overall the City income tax collections are up 4.68% (\$324,976) from August 2010. Kent State University's collections thru the end of August are up .5% (\$14,218). (attachment)

2. Draft 2012 Operating Budget Schedule

The draft 2012 Operating Budget has been compiled and Dave Coffee and I are in the process of summarizing the information and scripting the budget message for presentation to City Council. Dave and I had been planning to have the budget package complete by the first week of October so that it could be mailed to you and presented for discussion in a special Committee session following the Regular Council meeting in the 3rd week of October. However, sadly Dave had a death in his family that required him to be in Texas all last week so we've fallen behind and I am unclear as to whether we'll still be able to hit our goal of presenting the budget the 3rd week of October or not. If not, we'll likely look to present the budget during our regular Committee meeting the first week of November.



Information Items (continued)

3. 2011 City Streets Program

The Engineering Division reports that the following streets are a part of the pavement resurfacing and crack seal programs for 2011:

Street Resurfacing

<u>Street Name</u>	<u>From</u>	<u>To</u>
Burr Oak Drive	Wilson Avenue	North end of Street
Columbus Street	N. Depeyster Street	N. Willow Street
East Oak Street	South Water Street	Vine Street
Valleyview Street	Cul-de-Sac	Vine Street
Williams Street	Franklin Avenue	Vine Street

Crack Seal Maintenance

<u>Street Name</u>	<u>From</u>	<u>To</u>
Campus Center Dr.	Meloy Road	SR261
Columbus Street	N. Water Street	N. Depeyster Street
S. Depeyster Street	East Oak Street	Haymaker Parkway/SR 59
Horning Road	Summit Street	North Corp Limit
Luther Avenue	East Main Street	Crain Avenue
Main Street	Mantua Street	Willow Street
McKinney Boulevard	West end of Street	Hudson Road
Silver Meadows Blvd.	Denise Drive	Fairchild Avenue
West Summit Street	East end of Bridge	S. Water Street
University Drive	East Main Street	Crain Avenue
Valleyview Street	Vine Street	Morris Road
Vine Street	Rellim Drive	Summit Street
Water Reclamation Facility		

4. Downtown Tree Inspection

Gerald Shanley has provided an excellent summary of his recent survey of street trees in downtown Kent. He inspected 154 trees and noted that they are an average age of 25 years old which exceeds the life expectancy of urban trees by 40%. Gerald's report found that approximately 40% of the downtown trees are in fair condition, nearly 30% of the original trees (planted in the 1980's) have been replaced already, and 20% are currently in poor condition. This information will be used as we look to re-plant distressed trees and add new trees as part of our downtown revitalization program. (attachment)

5. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for July and August 2011. The total number of permits issued thru the end of August was down 6% from last year but the corresponding revenues were up 320% (\$339,567), presumably reflecting all of the construction activity underway in Kent this summer. Troy had 25 action items in May and 50 items in August, most of which were related to overgrown vegetation notices, sign violations and nuisance materials. (attachment)

6. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for August 2011. In 2011 calls for service are down 7% (1,003 calls); traffic citations are down 16% (374 tickets); accident incidents are up 2% (8 incidents) and serious crimes are down 2% (10 cases). (attachment)