

October 14, 2011



## Public Hearing

### 1. CDBG 2010 C.A.P.E.R.

Bridget Susel has scheduled a Public Hearing to receive public comments on the City's CDBG Consolidate Annual Performance Evaluation Report (CAPER). The purpose of the CAPER is to satisfy the City of Kent's end of the year reporting requirements for the Community Development Block Grant programs of the U.S. Department of Housing and Urban Development (HUD) for the City's 2010 Action Plan program year.

## Unauthorized Items

### 1. Union Contracts (Draft Nos. 11-100, 11-101, 11-102, 11-103 and 11-104)

Staff is requesting Council's authorization of the negotiated 3-year contracts with the labor unions represented in the City.

#### *Administration Recommendation*

The staff has finalized terms with the labor unions and I would request Council's support for approval of the contracts.

#### *Council Action*

**Authorize the acceptance of the labor union contracts.**

### 2. Job Ready Site Grant Application (Draft No. 11-105)

Dan Smith has requested Council's support for a grant application to the Ohio Department of Development for Job Ready Site (JRA) funds that would be used for a new technology center on Mogadore Road. The staff continues to work with KRBA to pursue funds for the BTEC/Great Atlantic Western Project and to that end, staff is asking Council to renew it's commitment to the project (as was done in the last grant application cycle) and pass an Ordinance reflecting the City's commitment to assist in the land acquisition (including the former RB&W property) if the grant funds are awarded for this project. (attachment)

#### *Administration Recommendation*

As we have made great progress in the downtown revitalization efforts, the staff and I are looking to leverage those efforts towards more job creation opportunities. The BTEC/Great Atlantic Western Project was identified over a decade ago as a critical business incubator to support job growth and I would recommend Council's support to renew the City's commitment to partner on land acquisition if the grant funds are approved.

#### *Council Action*

**Authorize the Ordinance renewing the City's commitment to participate in the BTEC/Great Atlantic Western Project.**





### 3. City-Kent State University Alarm Monitoring Agreement (Draft 11-106)

As a result of a lightning strike, the City's internal building alarm system (monitoring City buildings) was damaged and when researching replacement options, Bill Lillich discovered that Kent State University has technology available (alarm receiver) that could serve this function at no cost to the City. Bill is requesting Council's authorization to modify the City and Kent State University's Mutual Aid Agreement to include the monitoring of City owned alarm systems. (attachment)

#### *Administrative Recommendation*

Replacement of the internal alarm system is fairly expensive and given the availability of comparable technology at KSU I would recommend Council's support for the modification to the Mutual Aid Agreement.

#### *Council Action*

**Authorize a modification to the City-Kent State University mutual aid agreement to include City building alarm monitoring.**

## Information Items

### 1. Board of Zoning Appeals October 17<sup>th</sup> Meeting

Heather Phile from our Community Development has provided a copy of the staff report for the October Board of Zoning Appeals meeting scheduled for October 17<sup>th</sup>, 2011. There are three items on the agenda: 1) 747 Grove Avenue, side yard setback variance; 2) 1701 Athena Drive, lot size variance to convert a single family home to a duplex; and 3) 830 N. Mantua Street, side yard variance for a day care center. (attachment)

### 2. Kent Police Statistics

Chief Lee has provided a copy of the police statistics report for September 2011. In 2011 calls for service are down 7% (1,109 calls); traffic citations are down 15% (375 tickets); accident incidents are up 2% (13 incidents) and serious crimes are up 1% (9 cases). (attachment)

### 4. Construction Mobilization at Main Fire Station

In case you get any questions, I wanted to let you know that Jim Bowling has been working with Chief Williams to allow the construction company hired for the new hotel and conference center to use a portion of the Fire Station property to place their construction trailer. I've attached a copy of the letter from Chief Williams that outlines the expectations for the use of the property. (attachment)

### 5. Crain Avenue Bridge Status

Jim Bowling reports that before the new bridge can be opened to traffic, the traffic signal work has to be completed. Originally, ODOT was projecting a bridge opening date around Thanksgiving but Jim thinks that barring any unexpected problems, the signal work should be done in the next couple of weeks which might allow the new bridge to go into service by the end of this month. Jim will keep us posted on that progress in the weeks that follow.

### 6. Fire Incident Report

Jim Williams has provided a copy of the fire and emergency medical services report for September 2011. In 2011 calls for fire service are down 3% (21 calls); fire mutual aid assistance is the same as the previous year (36 incidents of aid); and EMS responses are down .1% (4 calls). (attachment)

## Information Items (continued)

### 7. October Planning Commission Meeting

Bridget Susel has enclosed copies of the Planning Commission agenda and staff report for the October 18<sup>th</sup> Planning Commission meeting. There are 3 items up for consideration: 1) Hookah Caffe, 1417 S. Water Street (previously Curves), conditional zoning and site plan approval; 2) CVS Drug Store, site plan approval and drive thru; 3) Golden Pond NPR Group, Sunnybrook Road at SR 261, senior housing conceptual plan. (attachment)

### 8. State Auditor's Distinction Award for City CAFR

Dave Coffee reports that the State Auditor's Office notified him that the City's Comprehensive Annual Financial Report (CAFR) will be honored with the Auditor of State Award with distinction. The award recognizes Kent for submitting the CAFR on time, with no findings, an unqualified opinion and various related financial management criteria. The award is a credit to the City's Finance Department and the level of professional accounting they maintain on the City's behalf. The State Auditor's Office plans to present the City with the award at the October 19<sup>th</sup> Council meeting.

### 9. Health Board Meeting Minutes and Department Statistics

Jeff Neistadt has provided copies of the Health Board agenda (for the September 13<sup>th</sup> meeting) and the statistical report for September 2011. Health Department revenues are up 2% (\$3,498) and permits are down 3% (27 permits) in 2011 from 2010. (attachment)

### 10. Fairmount Project Progress

Hopefully you noticed that the footer/foundations for the first building in the redevelopment block (Davey Tree building) have been poured. The steel is expected to arrive in 7-10 days. Premier Construction's goal (Fairmount's contractor) is to have the Davey Tree building under-roof by Thanksgiving. The plans have also been approved for the construction of the 2<sup>nd</sup> building (Ametek building) and footer/foundation permits have been issued so we are expecting the foundation work to shortly move over to the corner of Erie and Water Street.

### 11. Halloween Funds

Saturday October 29<sup>th</sup> is expected to be a busy night in downtown Kent as the annual Halloween festivities get underway. As a result, many City employees, as well as public safety employees from neighboring communities, will be working to keep everyone safe. As I have done in previous years, I am requesting Council's authorization (in my Manager's Communication) to allocate \$750 to supply food and beverages for the public employees working that evening on our behalf.