

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Linda Copley

FROM: Jim Bowling

DATE: April 19, 2011

RE: Council Agenda Request for OPWC Pre-application

Engineering is requesting council time to seek approval to submit the pre-application and subsequent application, if successful, for the following project:

Summit Street Traffic Signal Coordination Project – This project is currently included in the Capital Plan and consists of installation of new traffic signals from Lincoln to Loop Road with central coordination. The project also includes safety improvements along the corridor to eliminate 4 of the top 6 accident intersections as ranked by the Akron Metropolitan Area Transportation Study (AMATS). During the preliminary engineering of the project it was determined that some modifications to the funding alternate were needed as more information was received. One significant change is that the pavement along the corridor is in need of complete replacement due to poor base conditions. Therefore, we are seeking OPWC funding to cover a portion of the increase in funding necessary to complete the project. We are requesting approximately \$490,000 from OPWC.

C: Gene Roberts, Service Director
Jon Giaquinto, Senior Engineer
file

JFL

APPLICATION FOR SPECIAL EVENT
PARADES, FESTIVALS, CARNIVALS, PUBLIC ASSEMBLIES, ETC.
City of Kent, 215 E. Summit Street, Kent, OH 44240

NAME OF EVENT GRILL FOR GOOD

ORGANIZATION SPONSORING EVENT KENT JAYCEES

APPLICANT NAME Scott Flynn/Marilyn Sessions PHONE 330.673.3114

ADDRESS 250 S. Water St Kent, Ohio 44240

NAMES AND ADDRESSES OF ALL PERSONS WHO ARE IN CHARGE AND/OR WILL BE IN A RESPONSIBLE POSITION DURING THE EVENT:

Marilyn + Brian Sessions 7347 Westview Rd. Kent, OH 44240

Matt + Amanda Metcalf 1520 JACOBS LANE Kent, OH 44240

DATE OF EVENT June 11, 2011 NO. OF PARTICIPANTS 250

REQUESTED PERMIT START TIME (INCLUDES SET-UP) 8:00am END TIME (INCLUDES CLEAN-UP) 8:00pm

ACTUAL EVENT START TIME 12:00 Noon EVENT END TIME 6:00pm

IF PARADE: STARTING POINT N/A ENDING POINT N/A

ATTACH MAP TO APPLICATION SHOWING PROPOSED STREETS TO BE BLOCKED OFF FOR EVENT, AND ROUTE OF PARADE OR RACE. (May be hand drawn.) CLOSE Columbus to MAIN (ON N. WATER)

PROOF OF INSURANCE MAY BE REQUIRED BEFORE PERMIT CAN BE ISSUED. REVIEW CHAPTER 316 OF THE CODIFIED ORDINANCES OF THE CITY OF KENT.

By signing this application, I am certifying that I have received a copy of the rules and regulations of Chapter 316 of the Codified Ordinances of the City of Kent, and I fully understand that should the permit be approved, it can be revoked if any of the provisions of this Chapter are violated.

Marilyn Sessions
Signature of Applicant

SUBMIT APPLICATION FOR PERMIT AT LEAST 30 DAYS IN ADVANCE, BUT NO SOONER THAN ONE YEAR IN ADVANCE.

Do not write below this line.

FOR POLICE DEPARTMENT USE

MEMORANDUM AGREEMENT YES NO APPLICATION APPROVED

APPLICATION DISAPPROVED

Name _____ Date _____

PROOF OF INSURANCE REQUIRED BY ORDINANCE 316.04 HAS BEEN REVIEWED AND APPROVED.

James R. Hill
Law Director
4-18-11
Date

IF APPLICATION IS APPROVED, PERMIT WILL BE ISSUED BY THE CITY MANAGER.
H:\Documents\Manager\Misc.Forms\apps\specialevent.doc

← MAIN STREET →

Huntington Bank

← ALLEY #4 →

PARKING
LOT

Town Hall III

← Columbus STREET →

HOME SAVINGS
BANK
DRIVE-THRU

AREA TO BE CLOSED OFF

NORTH WATER STREET

Pennington's Home Savings Bank Anthony's

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

4/15/2011

PRODUCER BRIMFIELD INSURANCE AGENCY INC 1204 Tallmadge Rd Kent, OH 44240 (330) 673-4919		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED KENT JAYCEES INC PO BOX 963 KENT OH 44240		INSURERS AFFORDING COVERAGE INSURER A: AUTO-OWNERS INSURER B: INSURER C: INSURER D: INSURER E:	NAIC#

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR	05738238-10	7-24-10	7-24-11	EACH OCCURRENCE \$ 1,000,000
		GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEES \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

*****CERTIFICATE HOLDER IS ALSO ADDITIONAL INSURED*****

CERTIFICATE HOLDER

CITY OF KENT
 215 E SUMMIT ST
 KENT OH 44240
 FAX: 330-678-8033

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

**City of Kent
Income Tax Division**

March 31, 2011

Income Tax Receipts Comparisons - RESTATED - (NET of Refunds)

Monthly Receipts

Total receipts for the month of March, 2011	\$823,680
Total receipts for the month of March, 2010	\$809,613
Total receipts for the month of March, 2009	\$845,720

Year-to-date Receipts and Percent of Total Annual Receipts Collected

	<u>Year-to-date Actual</u>	<u>Percent of Annual</u>
Total receipts January 1 through March 31, 2011	\$2,639,023	25.13%
Total receipts January 1 through March 31, 2010	\$2,547,142	24.37%
Total receipts January 1 through March 31, 2009	\$2,661,393	25.39%

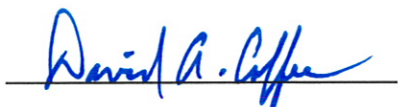
Year-to-date Receipts Through March 31, 2011 - Budget vs. Actual

<u>Year</u>	<u>Annual Budgeted Receipts</u>	<u>Revised Budgeted Receipts</u>	<u>Year-to-date Actual Receipts</u>	<u>Percent Collected</u>	<u>Percent Remaining</u>
2011	\$ 10,500,000	\$ 10,500,000	\$ 2,639,023	25.13%	74.87%

Comparisons of Total Annual Receipts for Previous Five Years

<u>Year</u>	<u>Total Receipts</u>	<u>Percent Change From Prior Year</u>
2006	\$ 10,151,202	-0.36%
2007	\$ 10,540,992	3.84%
2008	\$ 10,712,803	1.63%
2009	\$ 10,482,215	-2.15%
2010	\$ 10,453,032	-0.28%

Submitted by



, Director of Budget and Finance

2011 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
as of Month Ended March 31, 2011

Monthly Receipts				Comparisons	
Month	2009	2010	2011	Amount	Percent Change
January	\$ 731,968	\$ 952,296	\$ 1,026,357	\$ 74,061	7.78%
February	1,083,705	785,233	788,986	3,753	0.48%
March	845,720	809,613	823,680	14,067	1.74%
April	993,055	1,026,687			
May	988,003	877,364			
June	867,634	798,635			
July	824,083	828,960			
August	858,853	865,224			
September	729,239	762,176			
October	886,840	961,274			
November	820,876	880,655			
December	852,239	904,915			
Totals	\$ 10,482,215	\$ 10,453,032	\$ 2,639,023		

Year-to-Date Receipts				Comparisons	
Month	2009	2010	2011	Amount	Percent Change
January	\$ 731,968	\$ 952,296	\$ 1,026,357	\$ 74,061	7.78%
February	1,815,673	1,737,529	1,815,343	77,814	4.48%
March	2,661,393	2,547,142	2,639,023	91,881	3.61%
April	3,654,448	3,573,829			
May	4,642,451	4,451,193			
June	5,510,085	5,249,828			
July	6,334,168	6,078,788			
August	7,193,021	6,944,012			
September	7,922,260	7,706,188			
October	8,809,100	8,667,462			
November	9,629,976	9,548,117			
December	10,482,215	10,453,032			
Totals	\$ 10,482,215	\$ 10,453,032			

2011 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
as of Month Ended March 31, 2011

Monthly Receipts				Comparisons	
Month	2009	2010	2011	Amount	Percent Change
January	\$ 344,562	\$ 422,779	\$ 406,862	\$ (15,917)	-3.76%
February	346,921	328,502	336,710	8,208	2.50%
March	344,275	349,936	362,390	12,454	3.56%
April	346,865	350,591			
May	340,901	348,819			
June	335,596	345,261			
July	320,155	334,650			
August	366,601	381,241			
September	287,150	291,775			
October	348,108	370,956			
November	353,917	370,551			
December	355,737	372,404			
Totals	\$ 4,090,788	\$ 4,267,465	\$ 1,105,962		

Year-to-Date Receipts				Comparisons	
Month	2009	2010	2011	Amount	Percent Change
January	\$ 344,562	\$ 422,779	\$ 406,862	\$ (15,917)	-3.76%
February	691,483	751,281	743,572	(7,709)	-1.03%
March	1,035,758	1,101,217	1,105,962	4,745	0.43%
April	1,382,623	1,451,808			
May	1,723,524	1,800,627			
June	2,059,120	2,145,888			
July	2,379,275	2,480,538			
August	2,745,876	2,861,779			
September	3,033,026	3,153,554			
October	3,381,134	3,524,510			
November	3,735,051	3,895,061			
December	4,090,788	4,267,465			
Totals	\$ 4,090,788	\$ 4,267,465			

2011 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
as of Month Ended March 31, 2011

Comparisons of Total Annual Receipts for Previous Five Years

<u>Year</u>	<u>Total Receipts</u>	<u>Percent Change</u>
2006	\$ 3,542,080	2.59%
2007	\$ 3,707,931	4.68%
2008	\$ 3,919,539	5.71%
2009	\$ 4,090,788	4.37%
2010	\$ 4,267,465	4.32%



CIVIL SERVICE COMMISSION

CITY OF KENT
221 EAST SUMMIT STREET
KENT, OHIO 44240

TELEPHONE: (330) 678-8101
OR (330) 676-7556
FAX: (330) 676-7580

THE KENT CIVIL SERVICE COMMISSION WILL HOLD ITS REGULAR MEETING ON MONDAY, APRIL 11, 2011 AT 3:00 P.M. IN THE COMMISSION OFFICE

Agenda

- (1) Civil Service Commission
March 14, 2011 Civil Service Commission Meeting Minutes

- (2) Budget and Finance Department
New Staff Appointment
Mr. Brian Huff, CPA, CFE – appointed to the position
of Controller effective April 7, 2011

- (3) Safety Administration
Kent Fire Department
Staff Appointment
Mr. Jeffrey Tyler – appointed to the position of
Firefighter/Paramedic effective April 11, 2011
Kent Police Department
Staff Retirement and Staff Promotions
Lt. John Altomare – retirement effective March 20, 2011
Officer Richard Soika – promoted to the rank of Sergeant
effective March 21, 2011
Sgt. George Wheeler – promoted to the rank
of Lieutenant effective March 21, 2011

- (4) Executive Session

posted: April 7, 2011 – 10:00 a.m.



CIVIL SERVICE COMMISSION

CITY OF KENT
221 EAST SUMMIT STREET
KENT, OHIO 44240

TELEPHONE: (330) 678-8101
OR (330) 676-7556
FAX: (330) 676-7580

Civil Service Commission Regular Meeting Minutes March 14, 2011 3:00 P.M.

Present: Ronald F. Heineking, Chairperson
Kenneth J. Hodar, Member
Anna J. Lucas, Coordinator

James Soyars, Director, Business Services, Kent City School District

Liz Zorc, Human Resources Manager

James Williams, Fire Chief

Chairperson Heineking convened the meeting and welcomed the new member of the Civil Service Commission, Mr. Kenneth Hodar. On February 16, 2011, Kent City Council appointed Mr. Hodar to serve the unexpired term ending December 13, 2014. (The position had been vacated by Commissioner Loomis on August 1, 2010).

Both Commissioner Hodar and Heineking excused Commissioner Bossar's absence at this meeting.

The January 10, 2011 Civil Service Commission Meeting Minutes could not be approved since Commissioner Bossar was not present and Commissioner Hodar had not yet been appointed to the Commission.

The Account Clerk I Eligibility List for the Kent City School District was posted on January 27, 2011, Twenty-two eligible candidates have standing on that list. Mr. Soyars informed the Commission that the #1 candidate on that list, Ms. Sharon Weiss, was appointed effective February 28, 2011 as the Account Clerk I. Also, it was noted that Mr. Paul Kimpton was appointed to the position of Custodial I Worker on October 11, 2010. And, Ms. Patricia Montfort was appointed from the position of Custodial I Worker to Typist II effective January 13, 2011. The Custodial I Worker Eligibility List was posted on March 9, 2011 and sixty-six eligible candidates have standing on that list.

The Commission considered a written request from Safety Director Lillich. The request asked the Commission to extend the current Firefighter-Paramedic Eligibility List for an additional year. The Commission approved Director Lillich's request and, as a result, the current Firefighter-Paramedic list will be in effect through July 27, 2012.

The following promotions in the Kent Police Department were noted for the record.

Officer Jennifer Ennemoser was promoted to Sergeant on January 24, 2011;
Officer Michael Lewis was promoted to Sergeant on January 25, 2011;
Sgt. James Prusha was promoted to Lieutenant on January 24, 2011;
Sgt. Robert Treharn was promoted to Lieutenant effective January 25, 2011;
Lt. James Cole was promoted to Captain on January 24, 2011; and
Captain Michelle Lee was promoted to Chief on January 24, 2011.

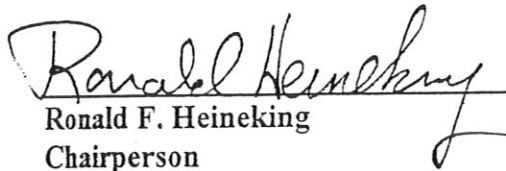
The Commission noted the following changes in the Engineering Division.

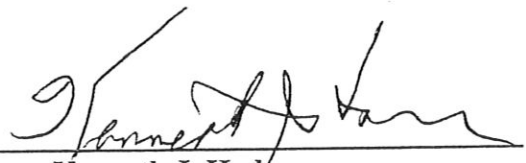
On January 31, 2011, Ms. Hallie Pirro's status changed from Full-time Engineering Aide I to Part-time Engineering Aide I with a work schedule of 24 hours per week.

On January 31, 2011, Ms. Corinne Finney's status changed from Part-time Senior Engineer to Full-time Senior Engineer.

There was no need for an executive session and the meeting was adjourned.

MINUTES APPROVED:


Ronald F. Heineking
Chairperson


Kenneth J. Hodar
Acting Co-Chairperson

copy to D. Smith
4/5/11 G. Locke

FRANKLIN TOWNSHIP

218 GOUGLER AVE, KENT, OHIO 44240

www.franklintownshipohio.org

TRUSTEES

Mark Beckwith
330.678.1268

Keith Benjamin
330.678.7822

Gary Falstad
330.673.5089

MEETINGS

2nd and 4th
Tuesdays at 7 PM
Township Hall
218 Gougler Avenue

FISCAL OFFICER

Sue Lucas
330.673.2194
330.673.6765 Fax
Township Hall

ADMINISTRATOR

Ken Penix
330.673.2194
330.673.6765 Fax
Township Hall
Hours 1-4 PM

ZONING INSPECTOR

Sam Abell
330.678.0888

FIRE INSPECTOR

Bob Phillips
330.673.0403

GARAGE ROAD SUPERINTENDENT

Rick Hunsicker
2331 Ravenna Rd
330.673.6222
330.673.2775 Fax

March 30, 2011

Mr. Dave Ruller
City Manager
City of Kent
215 E. Summit Street
Kent, Ohio 44240

INRE: Proposed Sunrise Apartment Expansion

Dear Mr. Ruller:

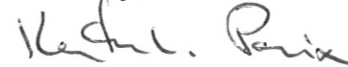
The Franklin Township Trustees are very opposed to the expansion plans announced for the current Sunrise Apartments on Rhodes Road.

The projected more than tripling the number of beds on the site will have a detrimental impact on the nearby single-family residential homes in Franklin Township. In addition, the expected significant increase in traffic on Rhodes Road will constitute a safety hazard.

The Trustees are requesting that an appropriate representative of the City of Kent attend a Franklin Township Trustee meeting to discuss ways of mitigating these concerns.

Thank you in advance for responding to this request.

Sincerely,



Kenneth L. Penix
Township Administrator

xc: Mr. Jerry T. Fiala, Mayor, City of Kent
Kent City Council
Trustees (3)
Fiscal Officer

March 28, 2011

The Honorable Dave Ruller
215 East Summit Street
Kent, OH 44240

Dear City Manager Ruller,

The Arbor Day Foundation congratulates Kent on being named a Tree City USA® community for 2010. Residents of Kent should take pride in the fact that they live in a community where planting and nurturing trees is a priority.

You already know that trees are a vital component of the infrastructure in cities and towns, providing environmental and health benefits for your citizens. In fact, trees are a rare component of a community's infrastructure in that they actually increase in value and service over time from a modest investment.

Enclosed is a press release for your convenience as you prepare to contact your local media to share this commendable achievement with the public. We hope you are excited to share the significance of this accomplishment. If you wish to receive this press release in electronic form, please email Mark Derowitsch, Public Relations Manager of the Foundation, at mderowitsch@arborday.org. We will send it to you within one business day.

The Tree City USA program is sponsored in cooperation with the National Association of State Foresters and the USDA Forest Service. Today, more than 3,400 cities and towns have been recognized as a Tree City USA community. State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward your awards to Alan Siewert in your state forester's office. They will be coordinating the presentation with you. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your diligence in improving the quality of life for the citizens of Kent and thank you for creating a healthier, more sustainable world for us all.

Best regards,



John Rosenow
Chief Executive

cc: Gerald Shanley

Enclosure

For more information,
contact Mark Derowitsch,
Public Relations Manager, at
mderowitsch@arborday.org
or call 888-448-7337.



FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Kent Tree City USA® Community

Kent, OH, was recognized by the nonprofit Arbor Day Foundation as a Tree City USA community for its commitment to urban forestry.

Kent has earned this national designation for 25 years.

The Tree City USA program is sponsored by the Arbor Day Foundation in cooperation with the National Association of State Foresters and the USDA Forest Service.

Kent has met the four standards to become a Tree City USA community. Tree City USA communities must have a tree board or department, a tree-care ordinance, a comprehensive community forestry program, and an Arbor Day observance and proclamation.

“We commend Kent’s elected officials, volunteers and its citizens for providing vital care for its urban forest,” said John Rosenow, chief executive and founder of the Arbor Day Foundation. “Trees provide numerous environmental, economical and health benefits to millions of people each day, and we applaud communities that make planting and caring for trees a top priority.”

Communities that earn Tree City USA recognition not only have taken the time to meet the four standards, they know that trees:

- Promote healthier communities by filtering the air we breathe by removing dust and other particles.
- Moderate climate, conserve water and provide vital habitat for wildlife.
- Reduce the heat island effect in urban areas caused by pavement and buildings.
- Increase property values and reduce energy use and add beauty to our homes and neighborhoods.

More information about Tree City USA can be found at www.arborday.org/TreeCityUSA.

About the Arbor Day Foundation

The Arbor Day Foundation is a nonprofit, environmental and education organization of more than one million members, with a mission to inspire people to plant, nurture, and celebrate trees. More information on the Foundation and its programs can be found at www.arborday.org.