



Board and Commission Interview

The City Clerk has provided interview time before the start of the Committee meeting for Council to interview a candidate for a vacant position on the Health Board at 6:45.

Public Hearing

The City Clerk has scheduled a public hearing on the proposed local historic designation for the United Universalist Church at 7:05 pm.

Committee of the Whole

1. Staff Report on Consent Agenda Option (Hope, Amy)

Amy and Hope have asked for Committee time to suggest consideration of including a "consent agenda" for City Council's legislative meetings (the 3rd Wednesday meeting). Consent agendas are a method for Council to approve routine business items in a more efficient and timely manner whereby a block of "routine" items are approved at once. Council can always add or remove items to and from the consent agenda. (attachment)

Administrative Recommendation

Receive the staff report and direct staff accordingly.

Council Action

Receive the staff update, and direct staff accordingly.

2. Update on the City Hall Construction Project (Melanie)

Melanie has asked for Committee time to share an update on the status of the construction of the new City Administration building.

Administrative Recommendation

Receive the staff update, no action is necessary.

Council Action

Receive the staff update.

Community Development Committee

1. Local Historic Property Designation Request (Bridget)

Bridget has requested Community Development Committee time to present a request from the Unitarian Universalist Church (UUC) to designate the church property as historically significant. As a Certified Local Government, Council has the authority to make the historically significant designation for properties that meet the criteria for historical significance. (attachment)

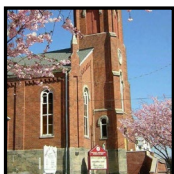
Administration Recommendation

I recommend Council receive the staff report and authorize the local historic designation for the Unitarian Universalist Church.

Council Action

Receive the staff report and authorize the designation of the Church as an historically significant property.

AGENDA



Community Development Committee (continued)

2. Proposed Codified Criteria of the Design Guidelines (Bridget)



Bridget has requested Committee time to review the Design Guideline criteria that she recommends incorporating directly into the City's Zoning Code. Since the updated Design Guidelines removed the statutory authority of the ARB to issue "certificates of appropriateness," the staff is following-up on the consultant recommendations to codify the most pertinent/practical elements of the design guidelines directly into the Zoning Code. (attachments)

Administration Recommendation

Receive the staff report, discuss, and direct staff accordingly.

Council Actions

Receive the staff report, discuss, and direct staff accordingly.

Finance Committee

1. Police Department Juvenile Diversion Program Grant (Chief Shearer)



Chief Shearer has asked for Committee time to request Council's authorization to partner with Portage County on a Juvenile Diversion program PASS grant in the amount of \$150,000. Chief Shearer reports that there is no local match required and the grant funding will be spread over 2 State fiscal years (July 1 to June 30th). (attachment)

Administrative Recommendation

Authorize staff to enter into an agreement with Portage County to accept and allocate Juvenile Diversion program PASS grant funds in the amount of \$150,000 over a 2-year term.

Council Action

Authorize the staff to develop and enter into a grant agreement with Portage County, and authorize and allocate the grant funds for use in the Police Juvenile Diversion program as presented, with the emergency clause.

2. Certified Liens to the County for Outstanding Payments (Rhonda)



Rhonda has requested Finance Committee time to present the annual list of addresses for certification and submission to Portage County to be added to property tax records as tax liens against the property due to lack of payment. (attachments)

Administration Recommendation

The City annually submits a certified list of addresses that have failed to pay their City bills and have not agreed to an extended payment plan. I recommend Council certify the list and authorize the staff to forward it to the County as presented.

Council Actions

Certify and authorize the submission of the proposed property tax liens as presented, with the emergency clause.

3. 2024 "Then and Now" Authorization for the City Audit (Rhonda)



Rhonda has requested Committee time for Council's approval of the "then and now" purchases that occurred in 2024 as required by the City's auditing standards. (attachments)

Administration Recommendation

I recommend Council's approval of the "then and now" purchases in 2024 as presented.

Council Actions

Approve the "then and now" purchases in 2024, with the emergency clause.

Finance Committee (continued)

4. 2024 Budget Appropriations Amendment (Rhonda)



Rhonda has been working with the department heads to reconcile the approved 2024 budget line items and he has prepared the necessary appropriations amendments to reflect the changes needed to balance those line items. (attachments)

Administration Recommendation

I recommend Council's authorization of the 2024 appropriations amendments as presented.

Council Actions

Approve the 2024 budget appropriations amendments, with the emergency clause.

Streets, Sidewalks, & Utilities Committee

1. N. Mantua Street Project "Purpose and Needs" Statement (Jim)



Jim has requested Streets, Sidewalks, & Utilities Committee time to present the proposed "purpose and needs" statement that has been developed by area stakeholders for the transportation improvement project planned for N. Mantua Street. Working with residents in Riverbend, Kent City Schools, Davey Tree and other interested stakeholders, Jim has developed the draft "purpose and needs" statement that will be used to guide the development of the proposed new round-about adjacent to Kent Roosevelt High School, the Davey Campus and the new Davey SEED property, immediately north of the Riverbend entrance. (attachment)

Administration Recommendation

I recommend Council receive the staff report and approve the "purpose and needs" statement as presented.

Council Action

Receive the staff report and approve the draft "purpose and needs" statement, with the emergency clause.

2. New Water Service Request Outside City Limits (Jim)



Jim has requested Streets, Sidewalks & Utilities Committee time to present a request from the property owner at 2567 SR43 for City water service in a planned new townhome development located south of Meloy Road. The property is within the Kent-Brimfield JEDD but it is in the Portage County water service. Pending Council's approval, Portage County has agreed to allow the City to provide public water to the new development. (attachment)

Administrative Recommendation

Kent's Code allows water service outside of the City's service area when approved by Council and I recommend Council's authorization to extend the City water service as presented.

Council Action

Receive the staff report and approve the extension of City water service to the proposed new townhome development at 2567 SR43 as presented, including amending the service area agreement with Portage County Water Resources, with the emergency clause.

Streets, Sidewalks, & Utilities Committee (continued)

3. New Main Street Kent N. Water Street Crosswalk Art Agreement (Jim)



Jim has been working with Main Street Kent to create an Agreement that will enable Main Street and the City to combine art with safety and modify the crosswalk on N. Water Street consistent with the placemaking goals identified by area residents and businesses in the Better Block project in 2018. (attachments)

Administration Recommendation

Public art and safety are two community priorities that can be advanced in this public art crosswalk installation, and I recommend Council's authorization of the proposed N. Water Street Agreement as presented.

Council Actions

Approve the new Crosswalk Art Agreement with Main Street Kent as presented, with the emergency clause.

Information Items

There are no information items to share at this time.