



## Boards, Commissions, Committees December 2021 Candidates

### **Architecture Review Board**

- One Vacancy
- Applicants
  - Kevin Koogler- Reappointment (Reapplication from November)
  - Valerie Landis- New Applicant (Reapplication from November)

### **Board of Building Appeals**

- One Vacancy
- No Applicants

### **Civil Service Commission**

- One (1) Vacancy
- No Applicants

### **Community Reinvestment Area Housing**

- One Vacancy for Mayoral Appointment
  - David Smeiles- Reappointed by Mayor

### **Design and Preservation Committee**

- Three (3) Vacancies
- No Applicants

### **Kent-Franklin JEDD Board**

- One Vacancy for Mayoral Appointment
  - Annette Petranic- Reappointed by Mayor

### **Planning Commission**

- One (1) Vacancy
- No Applicants

### **Shade Tree Commission**

- One Vacancy
- No Applicants

### **Stormwater District Review and Appeals Board**

- Two (2) Vacancies
- No Applicants

### **Sustainability Commission**

- One (1) Vacancy
- Applicants
  - Andrew Scholl- Reappointment



# CITY OF KENT, OHIO

CLERK OF COUNCIL

## MEMO

November 23, 2021

To: Dave Ruller, City Manager

From: Amy Wilkens, Clerk of Council

Re: Mayor Appointments for Two Board/Commission Positions

Mayor Fiala is requesting to appoint two members of the Boards and Commissions whose terms are expiring. The Ohio Revised Code affords him to appoint two people to the Community Reinvestment Area Council and to appoint a member on the Kent-Franklin JEDD. Below are the names of the two members he would like to reappoint:

Kent- Franklin JEDD

Annette Petranic

Community Reinvestment Area Housing

David Smeiles

CC: Bridget Susel  
Patti Long



# CITY OF KENT, OHIO

CITY COUNCIL

We rely heavily upon citizen participation through Boards, Commissions and Committees to effectively assist City Council and the Administration staff in planning a better community.

Below is an application form that would give us a little background information. Please fill this out if you think you could devote sufficient time to serve on one of our Boards. You may use additional pages, if necessary. If you have a resume, you may attach it to the application. Please return to: Clerk of Council at [councilclerk@kent-ohio.org](mailto:councilclerk@kent-ohio.org) or mail to the address at the bottom of this application.

NAME: Kevin Koogle PHONE: 330 677 9105 (HOME)

ADDRESS: 519 Park Ave. (CELL)

EMAIL: DesignKoogle@aol.com

EDUCATION: KSU BA 1987

OCCUPATION: Residential Design and Development

PLACE OF EMPLOYMENT: Koogle Design

POLITICAL PARTY: \_\_\_\_\_  
(OPTIONAL EXCEPT WHEN APPLYING FOR CIVIL SERVICE COMMISSION AND INCOME TAX BOARD OF REVIEW WHERE INFORMATION IS REQUIRED BY LAW)

EXPERIENCE RELATED TO THIS APPOINTMENT: Current ARB member

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? To give back to the community.

ANYTHING YOU CARE TO ADD, SUCH AS EXPERIENCE ASSOCIATED WITH THE CITY:

I WOULD LIKE TO BE CONSIDERED FOR:

1<sup>st</sup> CHOICE: Architectural Review Board 2<sup>nd</sup> CHOICE: \_\_\_\_\_

SIGNATURE:  DATE: 08/26/2021

\*\*\* The City of Kent reserves the right to perform background checks.



## Online Form Submittal: Online Boards & Commissions Application

1 message

noreply@civicplus.com <noreply@civicplus.com>

Mon, Aug 23, 2021 at 12:16 PM

To: councilclerk@kent-ohio.org

### Online Boards & Commissions Application

#### Note

First Name	Valerie
Last Name	Landis
Address	<a href="#">409 W. Grant Street</a>
City	Kent
State	OH
Zip Code	44240
Home Phone Number	312-479-2427
Cell Phone Number	312-479-2427
Email Address	<a href="mailto:valeriedlandis@gmail.com">valeriedlandis@gmail.com</a>
# of years you have lived in Kent	2
Education	MBA in Healthcare, Bachelor of Science, Associates in Allied Health Radiology
Place of Employment	Afaxys
Political Party	<i>Field not completed.</i>
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Architectural Review Board, Board of Health, Planning Commission

Please provide educational and professional background to assist Council in review of your application.

I have a masters MBA degree, bachelor of science and associate of health. I've worked in the corporate business within the private sector for over 20 years helping startups entrepreneur sectors in both organizations and early-stage companies come to market. I have a business I'm launching in downtown Kent. I've been working with all the boards at the city and have outsider's feedback and suggestions I could help bring a level of fresh perspectives to Kent after living in Chicago for 2 decades and working with city governments there.

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Why are you interested in this appointment?

I am interested in improving business for the City of Kent and helping business owners get off the ground and guide new individuals wanting to start business in this area.

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Resume or other qualifications

[Valerie Landis Resume 2021 Kent OH.pdf](#)

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Email not displaying correctly? [View it in your browser.](#)

# VALERIE LANDIS

409 W. Grant Street Kent OH 44240 | mobile: 312-479-2427 | email: valeriedlandis@gmail.com | linkedin.com/in/valerielandis

## SUMMARY=====

Extensive hospital healthcare sales and project management experience within subspecialties of sexual and reproductive health, fertility, contraception, oncology with major contacts in men and women's health. Skilled at guiding doctors and stakeholders through complex sales management processes with products, services, clinical trials, and commercial development. Patient advocate, content creator of educational websites, podcasts, focusing on teaching women about reproductive, sexual health safety, fertility, cryopreservation, breast care health, oncology, oncofertility related choices for patient awareness and education.

- Thorough knowledge of healthcare, hospitals, private clinics, practice protocols, purchasing dept
- Maintains a professional demeanor and protocols
- Adept at cold calling, relationship development
- Excellent relationship network building and persuasive influencer in matrix organizations
- Versed in data collection by stakeholder segment using surveys, in-person interviews to aggregate meaningful results and guidance
- Bring immediate results in a short time frame
- Proficient at managing large territories
- Road warrior – unrestricted travel ability

## EXPERIENCE =====

### **Account Manager AFAXYS, INC**

**2020 – PRESENT  
North Region**

A mission-driven, socially conscious specialty pharmaceutical and medical supply enterprise company dedicated to serving women's health and family planning choices. With a strong portfolio of quality FDA-approved branded and generic contraceptives for the private and public sectors including 340B and Title X, public health clinics, colleges, university health centers, community health clinics, non-retail prescribers, Planned Parenthood affiliates, county/state/federal facilities to maximize access and affordability for all patients.

- ◆ Geographically covering the north region territory states: ND, SD, MN, IA, WI, IL, MI, IN, OH, KY, WV, PA, NY, NJ
- ◆ Managing territory with over 800 clinic customers and accounts providing FDA product portfolio for patient dispensing
- ◆ During 2020, achieved 89% to goal with increase growth of partnering pharma portfolio by 77% for co-promotion products
- ◆ Sold over \$3.3M total net revenue of new business, year-over-year despite during a pandemic

### **IVF Account Specialist PROGENESIS**

**2019 – 2020  
Midwest Territory**

A fertility next-generation sequencing company offering preimplantation genetic screening, testing, diagnosis (PGS, PGT, PGD,) for embryo screening during in vitro fertilization and providing accurate testing in the IVF field for many common diseases. Focused on business development and optimization of new business. Position furloughed and laid off due to the COVID-19 virus.

### **Business Sales Manager TRIFECTA HQ**

**2016 – 2019  
United States**

Focused on early-stage startup medical companies to fill gap as integral part in shaping the company's narrative, messaging, providing support, developing and evolving new products, devices, drugs, services coming to market. Specializing in women's health, oncology, fertility, sexual health, pharmaceutical, personal care, consumer products. Proficient at business development, branding, social media, SEO, website, design, content creation, partnerships, production, go-to-market initiatives, lead generating, buy and bill, and sales.

- ▶ **FUTURE FERTILITY** – Artificial Intelligence (AI) Fertility
- ▶ **CROWN FERTILITY** – Fertility Supplement Vitamin Sales
- ▶ **EGG FUND** – Fertility Financing Sales & Development
- ▶ **OHANA BIOSCIENCES** – Male Reproduction Health
- ▶ **NORKA HEALTH** – Employer Insurance Coverage
- ▶ **INCINTAS THERAPEUTICS** – Endometrial Receptivity
- ▶ **ARTISAN FERTILITY** – EMR/EHR Software Sales
- ▶ **FUTURE FAMILY** – Fertility Financing Development
- ▶ **SAFESTART MEDICAL** – Health Operations Manager
- ▶ **LUWI** – Co-Founder Sexual Health Consumer Product
- ▶ **DUNE MEDICAL** – Oncology Clinical Research Specialist
- ▶ **GAMMA SURGERY** – Breast Cancer Business Development
- ▶ **MY LAB BOX** – At-Home Kit Fertility/STD/STI Testing Sales
- ▶ **CICERO DX** – Endometriosis Research Development
- ▶ **ANDROVIA LIFESCIENCES** – Andrology Clinical Liaison
- ▶ **EMD SERONO** – Fertility Technologies West Sales Manager



**Marketing Director & Sales Clinical Liaison**  
**NOVIAN HEALTH**

**2013 – 2016**  
**United States / Europe**

Startup medical device company working within early-stage breast cancer and futuristically using technology for ablating multiple cancer tumor types with non-surgical procedure device Novilase® in clinical development and in efforts for commercialization.

- ◆ Managed 15 multi-center hospital clinic trial research sites in USA, UK, and France
- ◆ Successfully enrolled and completed two clinical studies with 90-patients for laser ablation therapy in breast cancer research
- ◆ Responsible for CRO activities, on-going patient enrollment and recruiting efforts to obtain FDA, CE Mark, 510K clearance
- ◆ Assisted with teaching, coaching, helping physicians and clinical staff learn how to use ablation technology, inclusion, exclusion lists, and research study protocol
- ◆ Provided key messaging for the investigator/physician(s) on-going recruiting efforts with approved Hospital Institutional Review Board (IRB) educational lectures, videos, brochures, FAQ, press releases, web/blog content and materials for potential patient information support and recruiting
- ◆ Helped clinical staff with clinical research, data entry, trial patient case paperwork, patient follow-up, support hospital breast cancer programs, and partner with non-profit cancer organizations to educate about ablation therapy as a treatment option
- ◆ Designed, created, and managed company website novianhealth.com and product website novilase.com for cohesive branding and continuity for both USA and Europe market places
- ◆ Daily managed social media networks and accounts on Facebook, Twitter, YouTube, Google+, LinkedIn, company blog, and quarterly newsletter with fresh content to spark community awareness and attract new patients
- ◆ Pitched relevant research to Press, News, Media outlets highlighting physician(s) for local, national, international exposure

**District Manager**  
**COOK MEDICAL**

**2011 – 2013**  
**MN, WI, IA, IL, MO, IN, MI**

Medical device company selling over 300 disposable products, advanced medical devices, and capital equipment for reproductive endocrinologists, IVF labs, assisted reproductive technology, in-vitro fertilization, obstetrics gynecology, surgery, diagnostic imaging.

- ◆ Ranked #2 out of 28 Reps in yearly sales growth volume revenue
- ◆ Over 8.5% increased new yearly business growth from net revenues of both 2010 and 2011
- ◆ Q3 2012 increased business 72.96% over quota quarter growth
- ◆ Completed purchases of over 37 capital equipment sales of MINC incubators to clinics and labs in territory
- ◆ Improved the business revenue average to \$4,976 per day
- ◆ Sold \$1,816,240 net revenue business and Ranked #6 of 29 Reps overall in 2012
- ◆ Sold \$1,173,181 net revenue business and Ranked #10 of 28 Reps overall in 2011
- ◆ Provided infertility and reproductive specialists with innovative products capital equipment, consumables, and disposables to meet the needs of each individual patient with a complete system to improved pregnancy rates in each center.

**Territory Manager**  
**VERMILLION**

**2010 – 2011**  
**MN, WI, IA, IL, IN, MI**

Startup biotech company launching a new diagnostic blood test FDA cleared, OVA1 in women's health to help gynecologic oncologists and obstetrics/gynecology physicians diagnose, treat, and improve outcomes for risk stratifying potential ovarian cancer patients.

- ◆ Pioneered a new 6 state territory to educate and reach physicians to promote testing awareness for ovarian cancer
- ◆ Increased the volume orders by 337 new tests from Q1/Q2 and generated over \$291,850 net revenue in 2010
- ◆ Despite lack of insurance coverage, strived to surpass aggressive sales objectives by achieving 98% of yearly territory goal
- ◆ Directed and mentored over 60 vendor partner reps of Quest Diagnostics daily to implement and execute strategic marketing plan to increase test ordering and maximize profit revenues for new and current customer base
- ◆ Developed local key opinion leaders to host medical educational events and grand rounds to influence adoption of OVA1

**Business Development Manager**  
**PLUS DIAGNOSTICS**

**2009 – 2010**  
**MN, WI, IA, IL, IN, MI**

Subspecialty anatomic pathology and clinical laboratory services company with electronic medical health record software, new DNA medical test equipment KnowError® technology, and business solutions for gastroenterology, urology, urogynecology, oncology.

- ◆ Developed and managed new territory year-to-date producing over \$671,510 revenue from Aug 2009 – June 2010
- ◆ Ranked #4 of 37 reps nationwide and reached yearly goals by May 2010 achieving 131% to quota
- ◆ During 2010 Q1/Q2 brought in \$373,215 worth of new business revenue (Jan – June 2010)
- ◆ Exceeded target goals for 2009 with \$129,795 net revenue over baseline and ranked #6 of 23 reps
- ◆ Ranked #2 of 12 reps from new-hire training class due to persistently acquired new business expanding customer base



**Women's Healthcare Sales Representative**  
**WARNER CHILCOTT**

**2006 – 2009**  
**Chicago & NW Indiana**

Pharmaceutical company with products for oral contraceptives and hormone replacement therapy: Femcon, Loestrin 24, Estrace Cream, Femhrt, Femring, and Sarafem to obstetrics/gynecology, reproductive endocrinology, urogynecology, internal medicine.

- ◆ Ranked #71 of 232 reps in 2008 and top 30% of sales representatives nationwide for entire portfolio (non-pod sales team)
- ◆ Market leader in 2007 over all competition for five months and ranked #8 of 34 in district sales team in 2007
- ◆ Successfully launched new drug, doubled market share volume and increased territory prescriptions by 152% within first year
- ◆ Participated in preceptorships with physicians in the operating room, in-office procedures, and outpatient surgeries
- ◆ Exceeded company goals for call plans in reach and frequency

**EDUCATION** =====

*\*Personally financed and paid for all undergrad and graduate university expenses with educational loans, scholarships, and employment work*

**KELLER GRADUATE SCHOOL OF MANAGEMENT**  
*Masters Business Administration – Healthcare Concentration*

**2010**  
Final GPA: 3.68

**DEVRY UNIVERSITY**  
*Bachelors of Science Technical Management*

**2005**  
Final GPA: 3.75

**FORT HAYS STATE UNIVERSITY**  
*Allied Health – Medical Diagnostic Imaging – Radiology Technology*

**2003**  
Final GPA: 3.57

**VOLUNTEER** =====

**EGGOLOGY CLUB**  
Podcast Fertility Education

**2017 – PRESENT**  
eggologyclub.com  
*Fertility educational podcast redefining the modern-day journey to parenthood. Exploring new pathways via egg freezing and fertility planning. An educational podcast providing support about fertility, egg freezing, and future family planning topics.*

**EGGSPERIENCE**  
Online Fertility Education Website

**2015 – PRESENT**  
eggspierience.com  
*Fertility educational website for all things egg freezing and back to help inspire, teach, educate women about oocyte cryopreservation. Thee journey to motherhood through the eyes of many women's experiences. An educational website providing support about fertility, egg freezing, and future family planning topics.*

**STREET SAMARITANS**  
Volunteer & Board Member

**2018 – 2020**  
streetsamaritans.com  
*Striving to provide human connection and grassroots outreach to help those less fortunate living without shelter or means to thrive. Providing assistance to those on the streets with gift bags, toiletries, food, and more.*

**KEEP CHICAGO LIVABLE**  
Board Member

**2016 – 2019**  
keepchicagolivable.com  
*KCL speaks for, represents, offers to support, defend the rights of host participating in the home sharing phenomenon made possible by the internet platforms such as Airbnb, VRBO, HomeAway, or any other home sharing platform.*



## Online Form Submittal: Online Boards & Commissions Application

noreply@civicplus.com <noreply@civicplus.com>  
To: councilclerk@kent-ohio.org

Mon, Sep 13, 2021 at 4:56 PM

### Online Boards & Commissions Application

#### Note

First Name	Andrew
Last Name	Scholl
Address	<a href="#">804 S Depeyster St</a>
City	Kent
State	OH
Zip Code	44240
Home Phone Number	440-773-4403
Cell Phone Number	440-773-4403
Email Address	<a href="mailto:andyscholl1@gmail.com">andyscholl1@gmail.com</a>
# of years you have lived in Kent	8
Education	BS (Biology) MS (Geography) PhD (Geography)
Place of Employment	Kent State University
Political Party	<i>Field not completed.</i>
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Shade Tree Commission, Sustainability Commission
Please provide educational and professional background to assist Council in review of your application.	My research and teaching is in the fields of forest regeneration and sustainability. Frequently do projects with students focused on urban heat island, walkability, and other sustainability issues.
Why are you interested in this appointment?	I would appreciate the opportunity to give back to the community by giving time to various commissions. I would also like to continue working on the projects I am currently involved

with on the Shade Tree commission, and the Sustainability commission.

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Resume or other qualifications

*Field not completed.*

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# CITY OF KENT, OHIO

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## DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: November 23, 2021  
TO: Dave Ruller, City Manager  
FROM: Bridget Susel, Community Development Director and Patti Long, Assistant to the City Manager  
RE: Greenhouse Gas (GHG) Inventory Report and Update

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The Sustainability Commission established an Ad Hoc Committee in early 2018 to identify the various components that are part of a Climate Action Plan and to begin the work needed to develop such a plan for the City of Kent. The volunteer members of the Ad Hoc Committee focused their initial efforts on researching the process undertaken by other communities and found that conducting a Greenhouse Gas Inventory (GHG) was necessary in order to establish a baseline emissions inventory specific to the Kent community as the first phase in the development of a full Climate Action Plan.

The Ad Hoc Committee members conducted data collection and, when data was not available, modeling of emissions for various sectors identified as carbon emitting. All of the actual data entry into the software program, the resulting analyses, and initial draft report were completed by Ad Hoc Committee volunteer Andrews Boateng, whose attention to detail and expertise in the area of climate change proved to be invaluable.

We are respectfully requesting time at the December 1, 2021 Committee session to discuss the attached proposed Greenhouse Gas Inventory Report in greater detail and to request Council's authorization to accept this as the baseline measure and first milestone for the City of Kent's Climate Action Plan.

If you need any additional information in order to add this to item to the agenda, please let us know.

Thank you.

Cc: Amy Wilkens, Clerk of Council

Attachment



**City of Kent, Ohio**  
**DRAFT Community Greenhouse Gas**  
**Emissions Inventory Report**

<b>Mitigation Milestones</b>
<b>Milestone One:</b> Conduct baseline emissions inventory & forecast; <b>DATE: DRAFT 11-23-21</b>
<b>Milestone Two:</b> Adopt an emissions reduction target for the forecast year; <b>DATE:</b>
<b>Milestone Three:</b> Develop local climate action plan; <b>DATE:</b>
<b>Milestone Four:</b> Implement the climate action plan; <b>DATE:</b>
<b>Milestone Five:</b> Monitor progress and report results; <b>DATE:</b>

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# **INTRODUCTION**

## **Background**

In 2017, Kent City Council adopted Resolution No. 2017-83, which formalized the City of Kent's support of the Paris Climate Agreement. The request that Kent City Council document its support of the Paris Climate Agreement was initiated by the City's Sustainability Commission, which is a City designated commission comprised of five (5) resident volunteers who are committed to promoting the responsible protection of ecosystems, the conservation of natural resources, and reducing the community's carbon footprint.

Resolution No. 2017-83 committed the Sustainability Commission to the development of a community-based climate action plan that furthered the Paris Climate Agreement goal of reducing greenhouse gas emissions that are generated through various human activities. The Sustainability Commission established an Ad Hoc Committee whose members focused specifically on the formation of the climate action plan for Kent. The Ad Hoc Committee volunteers reviewed action plans from several other communities and through this research, the City of Kent entered into a membership agreement with the Local Governments for Sustainability division of the International Council for Local Environmental Initiatives (ICLEI) for technical assistance and to utilize ICLEI's online application, known as Clearpath Pro, to develop a baseline greenhouse gas (GHG) emissions inventory for the City of Kent. The GHG emission inventory is the first phase of formulating a climate action plan for the community because it quantifies GHG emission levels, using actual and model data for various emission sectors that have been identified, in the field of climate science, as key contributors to carbon emissions.

## **Greenhouse Gas Inventory**

A greenhouse gas (GHG) inventory is an aggregation of heat trapping and releasing gases such as carbon dioxide, methane, and nitrous dioxide, emitted to or removed from the atmosphere over a specified period of time. The GHG inventory provides a detailed account of the activities from various emission sectors that have been identified through climate science as being contributors to the release or removal of greenhouse gases. Establishing an accurate GHG inventory for a



community provides a scientific understanding of greenhouse gas emission and removal trends that can be assessed, not only at a point in time, but also longitudinally, as the base year inventory data is compared to future GHG inventories. Such analyses allow for accurate monitoring of the affects mitigation policies and implemented actions are having on reducing emission levels in high emission producing sectors throughout the community.

Greenhouse gas emissions are calculated using a formula which aggregates the activity data and the coefficient that translates the data into emissions called emission factors:

$$\text{Total Emissions} = \text{Sum of (Activity Data * Emission Factor)}$$

(Source: Global Protocol for Community-scale Greenhouse Gas Emissions, 2017).

There are several protocols that are used for accounting for greenhouse gas emissions, some of which include the Global Protocol for Community-scale Greenhouse Gas Emissions, 2006 Intergovernmental Panel on Climate Change (IPCC) Guidelines, Local Government Operations Protocol and the U.S. Community Protocol. These protocols stipulate the accounting and reporting standards, sectors and guidance, assumptions and guidelines, calculation methodologies, and the emission factors to use when estimating greenhouse gas emissions. The City of Kent's GHG inventory is primarily based on guidance from the Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories (GPC) and is consistent with the guidelines established by the International Council for local Environmental Initiatives (ICLEI).

## **The Importance of the City of Kent Greenhouse Gas Emissions Inventory**

The goal of the City of Kent's community-wide inventory is to estimate the emissions of greenhouse gases associated with the activities of residents, businesses, students, commuters, and visitors undertaken within the City's geographical boundary. To ensure consistency of comparison across the various emission sectors, the Ad Hoc Committee sought data for the calendar year 2016 to enter into the ICLEI Clearpath Pro program. Members of the Ad Hoc Committee compiled a list of targeted contacts and possible data sources across the various emission sectors as the first step of the data collection process. The overall response rate for data solicited through direct targeted contact was less than optimal so online resources and statistical modeling were utilized for some emission sectors so a comprehensive GHG inventory could be established for the Kent community.

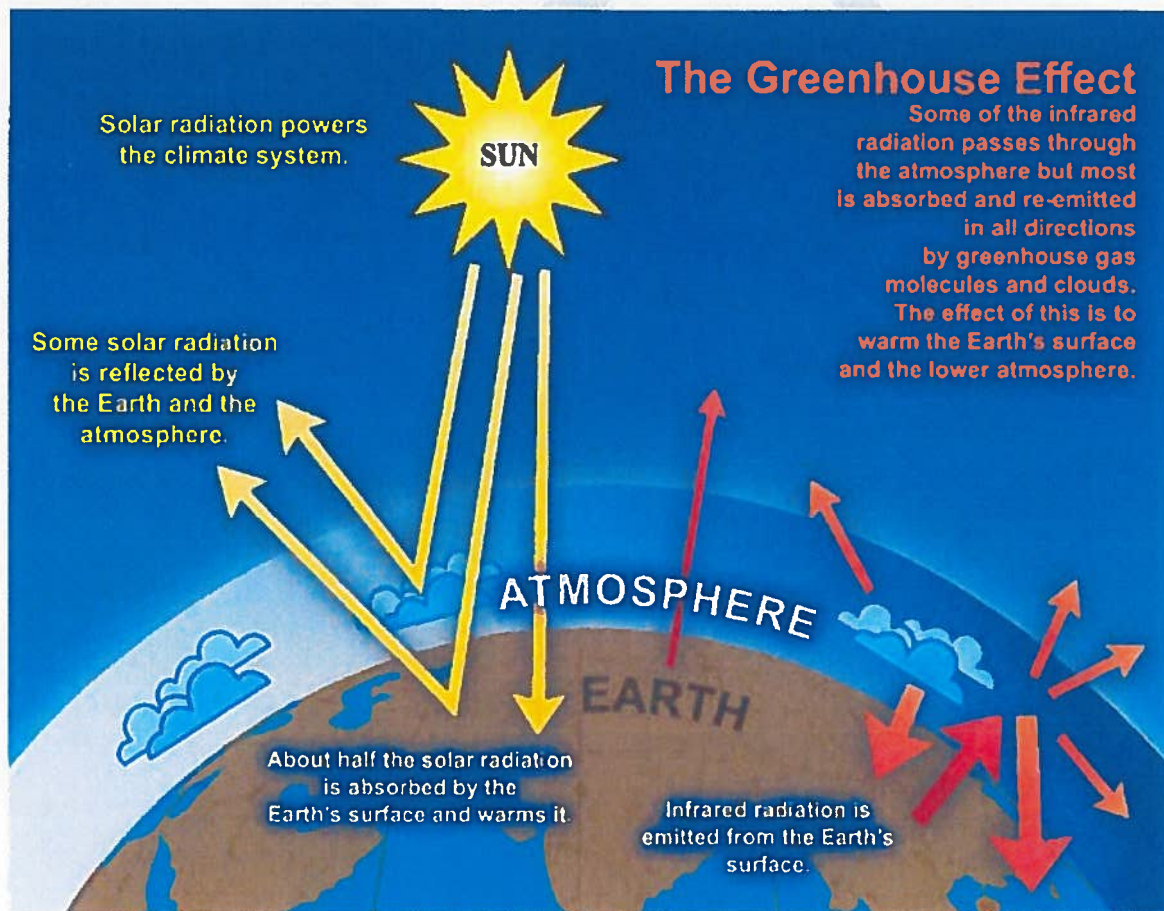
Identifying data-based emission levels for all carbon generating activities that are occurring within the Kent community enables the City to determine the major sources of emissions, how those emission patterns are trending, and account for the distribution emission patterns within the specific sectors identified in the Clearpath Pro system, which includes:

1. Residential Energy
2. Commercial Energy
3. Transportation and Mobile Sources
4. Solid Waste
5. Water and Wastewater
6. Agriculture, Forestry and Land Use

## Greenhouse Gases

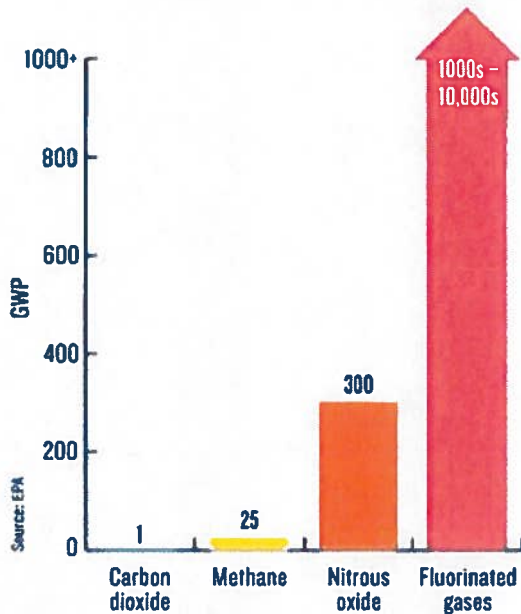
Greenhouse gases are heat trapping and emitting gases in the earth's atmosphere. They absorb infrared radiation emitted from the earth's surface and reradiating it back to the earth's surface, in the process contributing to the greenhouse effect. These include gases such as Carbon Dioxide, Methane, Nitrous Oxide, Hydrofluorocarbons, Perfluorocarbons and Sulfur Hexafluoride.

Greenhouse gas concentrations in the earth's atmosphere have varied across centuries with natural processes driving these trends. However, the Industrial Revolution ushered in new industrial processes, increased burning of fossil fuels such as coal, extensive agricultural activity, and increasing global population which led to a rise in greenhouse concentrations.

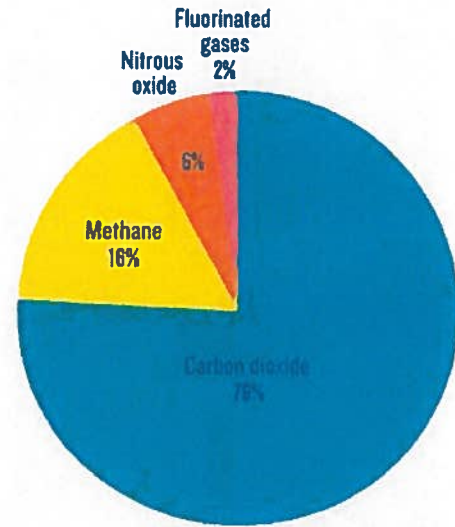


The Greenhouse Effect (Source of graphic needs identified)

# HOW GREENHOUSE GASES WARM OUR PLANET



The global warming potential (GWP) of human-generated greenhouse gases is a measure of how much heat each gas traps in the atmosphere, relative to carbon dioxide.



How much each human-caused greenhouse gas contributes to total emissions around the globe.

## Carbon Dioxide (CO<sub>2</sub>) Equivalent

A carbon dioxide equivalent is a metric measure used to compare the emissions from various greenhouse gases based on their global-warming potential (GWP), by converting amounts of other gases to the equivalent amount of carbon dioxide with the same global warming potential. The carbon dioxide equivalent for a gas is derived by multiplying the tons of the gas by the associated GWP:  $MTCO_2E = (\text{metric tons of a gas}) * (\text{GWP of the gas})$ . Estimates from the inventory of emissions from the various emission generating activities will be expressed in MTCO<sub>2</sub>E.

## Scopes

As referenced earlier in this report, the greenhouse gas emissions inventory was conducted for community-wide emissions for the year 2016. The data is categorized based on three different “scopes:”

- Scope 1 is emissions occurring directly at the source and represent emissions within a unit of assessment, which in the case of the City's GHG inventory, is Kent's jurisdictional boundaries. These include emissions from industrial processes, product use, agriculture, forestry, and land use.
- Scope 2 emissions represent greenhouse gas emissions occurring from the use of "grid-supplied" electricity, heat, or cooling within the unit of assessment.
- Scope 3 emissions represent all other emissions that occur outside of the unit of assessment (i.e. outside of Kent's jurisdictional boundaries). These include emissions from out-bound transportation, transmission, and distribution of electrical power (Martin, 2008). The inventory takes accounts for Carbon Dioxide (CO<sub>2</sub>), Methane (CH<sub>4</sub>), Nitrous Oxide (N<sub>2</sub>O), and Carbon Dioxide Equivalence (CO<sub>2</sub>e) emissions based on the global warming potential (GWP) of each gas.

### Emission Sources Inventoried

Sector	Sub-Sectors
<b>Residential Energy</b>	Emissions from Grid Electricity Emissions from Stationary Fuel Combustion
<b>Commercial Energy</b>	Emissions from Grid Electricity Emissions from Stationary Fuel Combustion
<b>Transportation and Mobile Sources</b>	On Road Transportation (Out Boundary) Rail Transportation On Road Transportation (In Boundary) Public Transit Off Road Vehicles
<b>Solid Waste</b>	Biologic Treatment of Solid Waste (Composting) Solid Waste Collection (Only) Waste Generation
<b>Water and Wastewater</b>	Combustion Of Digester Gas Septic Systems
<b>Agriculture, Forestry and Land Use</b>	Emissions and Removals (Forest to Settlement)

### Data Sources

GHG Emission Sector	Project Resource
Commercial Energy	City of Kent, OH, ICLEI, Google EIE, U.S Census Bureau
Residential Energy	City of Kent, OH, ICLEI, Google EIE, U.S Census Bureau
Transportation and Mobile Sources	City of Kent, OH, ICLEI, Google EIE, U.S Census Bureau, AMATS, Kent State University, CSX Rail Company, PARTA
Solid Waste	City of Kent, OH, Republic Services Inc., U.S Census Bureau
Water and Wastewater	City of Kent, OH, U.S Census Bureau
Agriculture, Forestry and Land Use	City of Kent, OH, Kent State University

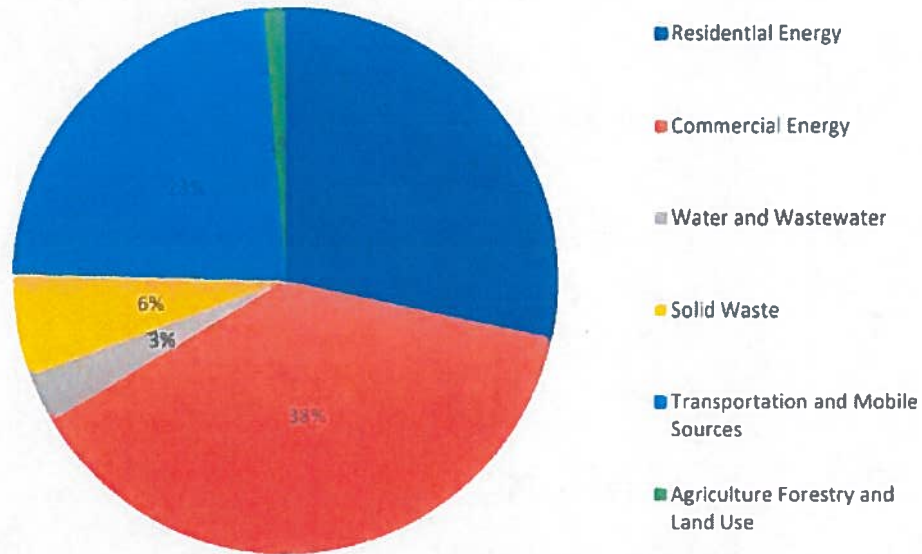
## FINDINGS IN BRIEF

<b>Total GHG Emissions</b>
376,148 MT CO2 Eq.
<b>Per Capita Carbon Emissions</b>
12.51 MT
<b>Major Sources of Carbon Emissions</b>
Commercial Energy, Residential Energy, and Transportation and Mobile Sources
<b>Population (Source U.S. Census Bureau ACS 2013-2017, 5-Year Estimates)</b>
29,771
<b>Total Housing Units (Source U.S. Census Bureau ACS 2013-2017, 5-Year Estimates)</b>
12,429
<b>Businesses</b>
373

- There was a total of 376, 148 MT CO2 Eq. emitted in the City.
- Commercial Energy was the major source of carbon emissions with 143, 240 MT CO2 Eq. representing 38.08% with emissions generated by grid electricity and natural gas usage. Residential Energy accounted for 28.33% , emitting 106, 575 MT CO2 Eq.
- Transportation and Mobile Sources Sector accounted for 23.30% of total greenhouse gas emissions, emitting 87,636 MT CO2 Eq.
- Solid Waste Sector accounted for 6.03%.
- Agriculture, Forestry and Land Use represented 1.31%.



## 2016 Community-Wide Carbon Footprint



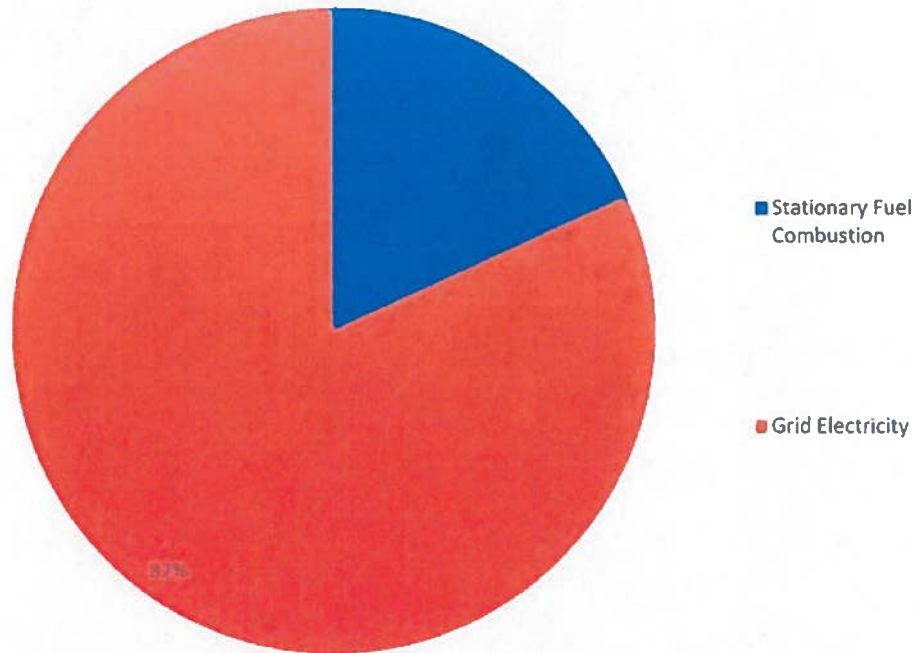
Sector	Metric Tons of CO2 Eq.	Percentage
Commercial Energy	143,240	38.08
Residential Energy	106,575	28.33
Transportation and Mobile Sources	87,636	23.0
Solid Waste	22,671	6.03
Water and Wastewater	11,090	2.95
Agriculture, Forestry and Land Use	4,936	1.31
<b>TOTAL</b>	<b>376,148</b>	

## FINDINGS PER SECTOR

### Commercial Energy

There was a total of 143, 240 MT CO<sub>2</sub> Eq. from the Commercial Energy Sector. The Grid Electricity Sub-sector emitted 117, 269 MT CO<sub>2</sub> Eq., representing 81.87% while the Stationary Fuel Combustion Sub-sector emitted 25, 971 MT CO<sub>2</sub> Eq., representing 18.13%.

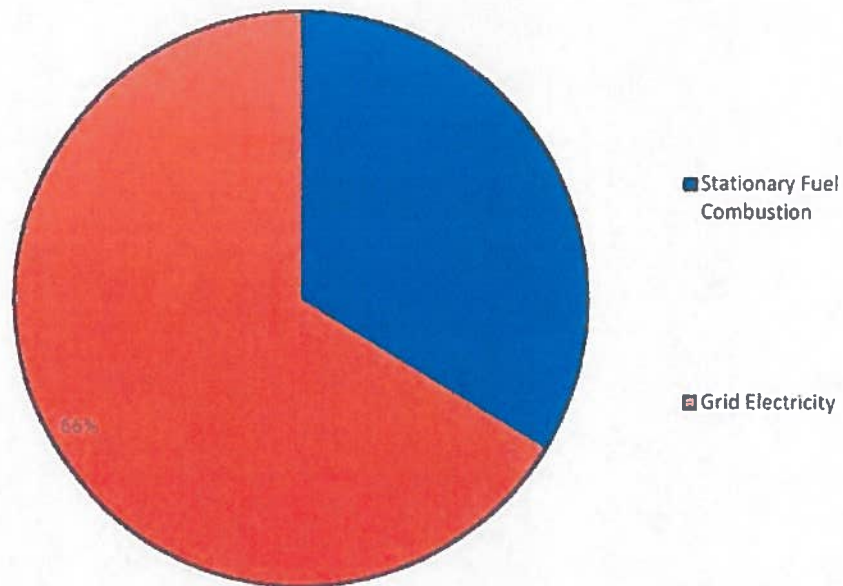
### Commercial Energy



## Residential Energy

There was a total of 106,575 MT CO<sub>2</sub> Eq. from the Residential Energy Sector. The Grid Electricity Sub-sector emitted 70,704 MT CO<sub>2</sub> Eq., representing 66.34% while the Stationary Fuel Combustion Sub-sector emitted 35,871 MT CO<sub>2</sub> Eq., representing 33.66%.

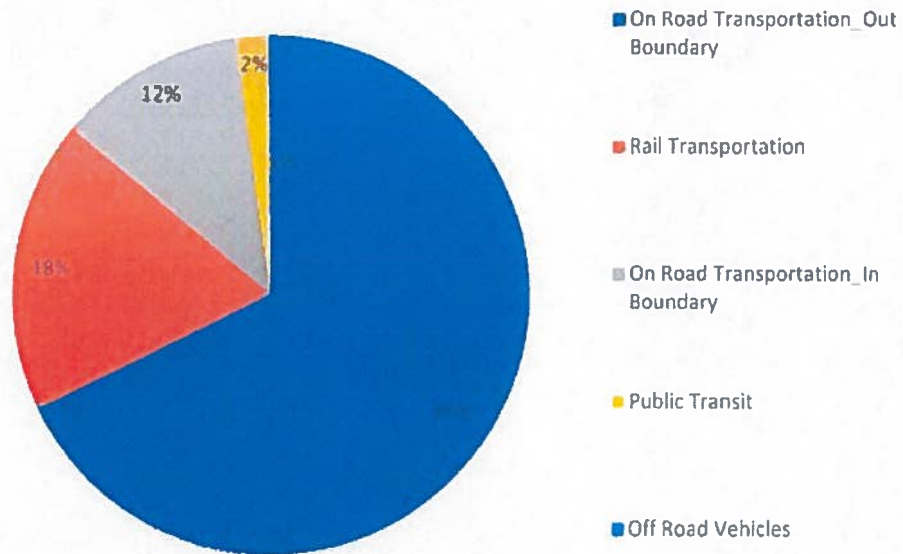
### Residential Energy



### Transportation and Mobile Sources

There was a total of 87,635.8 MT CO<sub>2</sub> Eq. from the Transportation and Mobile Sources Sector. The On Road Transportation Sub-sector emitted 69,762 MT CO<sub>2</sub> Eq., representing 79.61% while the Rail Transportation Sub-sector emitted 16,020 MT CO<sub>2</sub> Eq., representing 18.28%. Public Transit Sub-sector emitted 1,730 MT CO<sub>2</sub> Eq., representing 1.97% while there were 123.8 MT CO<sub>2</sub> Eq. from Off Road Vehicles representing 0.14% of emissions from the Transportation and Mobile Sources Sector.

### Transportation and Mobile Sources



### Solid Waste

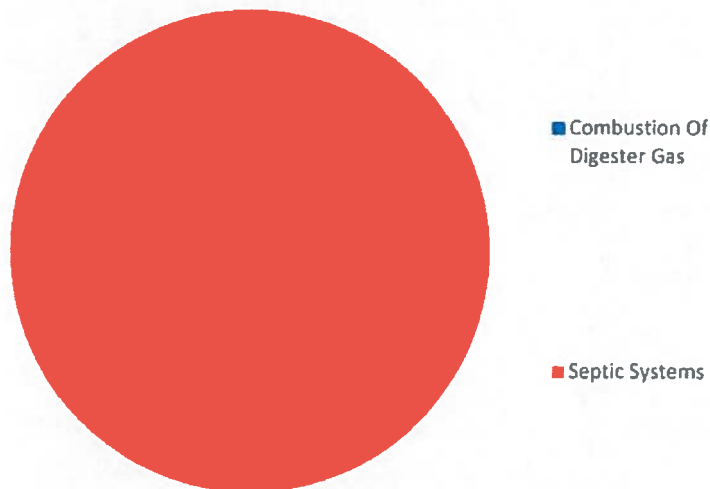
There was a total of 22,670.52 MT CO<sub>2</sub> Eq. from the Solid Waste Sector. The Waste Generation Sub-sector emitted 21,963 MT CO<sub>2</sub> Eq., representing 96.88 % while the Biologic Treatment of Solid Waste (Composting) Sub-sector emitted 611.82 MT CO<sub>2</sub> Eq., representing 2.70 %. Solid Waste Collection Sub-sector emitted 95.699 MT CO<sub>2</sub> Eq., representing 0.42% of emissions from the Solid Waste Sector.

**(NEED TO INSERT CHART FROM CLEARPATH PRO)**

### Water and Wastewater

There was a total of 11,090.22 MT CO<sub>2</sub> Eq. from the Water and Wastewater Sector. The Septic Systems Sub-sector emitted 11,087 MT CO<sub>2</sub> Eq., representing 99.97% while the Combustion of Digester Gas Sub-sector emitted 3.22 MT CO<sub>2</sub> Eq., representing 0.03% of total emissions for this sub-sector.

#### Water and Wastewater



### **Agriculture, Forestry and Land Use**

There was a total of 4936 MT CO<sub>2</sub> Eq. from the Agriculture, Forestry and Land Use Sector. The Emissions and Removals Sub-sector emitted 4926 MT CO<sub>2</sub> Eq. from the Net Annual Carbon Flux from the conversion of Forest Land Cover Class to Settlement from 2006 to 2016.

**(NEED TO INSERT CHART OR GRAPHIC FROM CLEARPATH PRO)**

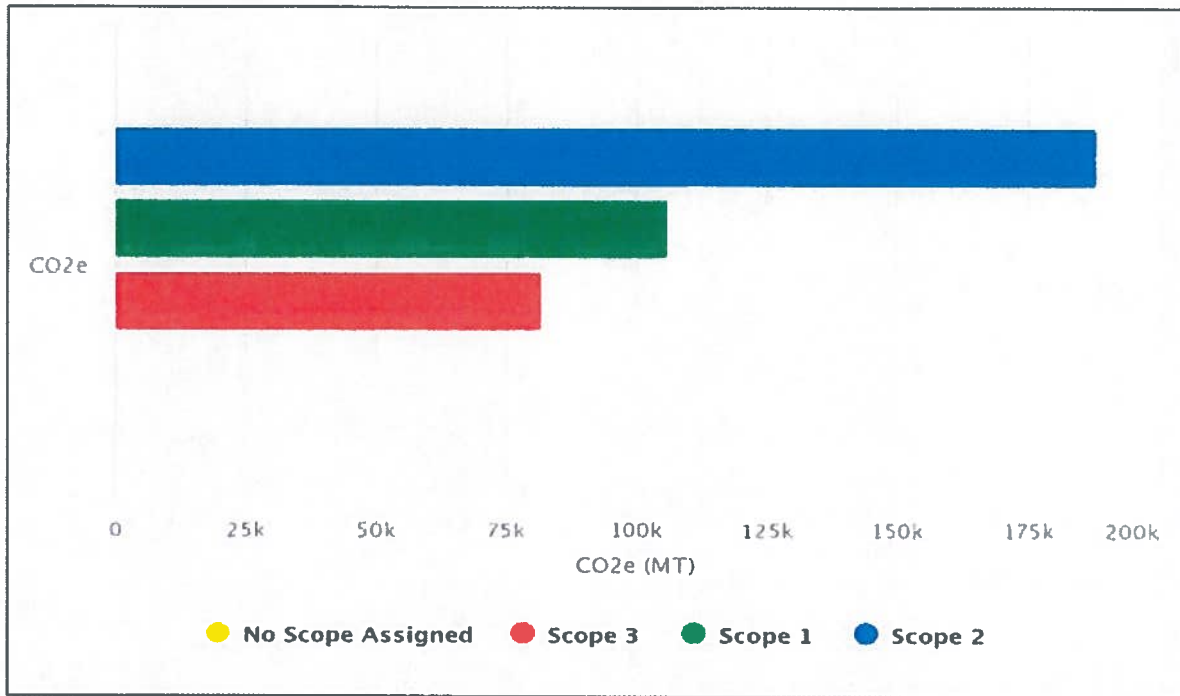
## **EMISSIONS BY SCOPE**

As specified earlier in this report, the three scopes for emissions includes:

- Scope 1 is emissions occurring directly at the source and represent emissions within a unit of assessment, which in the case of the City's GHG inventory, is Kent's jurisdictional boundaries. These include emissions from industrial processes, product use, agriculture, forestry, and land use.
- Scope 2 emissions represent greenhouse gas emissions occurring from the use of "grid-supplied" electricity, heat, or cooling within the unit of assessment.
- Scope 3 emissions represent all other emissions that occur outside of the unit of assessment (i.e. outside of Kent's jurisdictional boundaries). These include emissions from out-bound transportation, transmission, and distribution of electrical power (Martin, 2008). The inventory takes accounts for Carbon Dioxide (CO<sub>2</sub>), Methane (CH<sub>4</sub>), Nitrous Oxide (N<sub>2</sub>O), and Carbon Dioxide Equivalence (CO<sub>2</sub>e) emissions based on the global warming potential (GWP) of each gas.

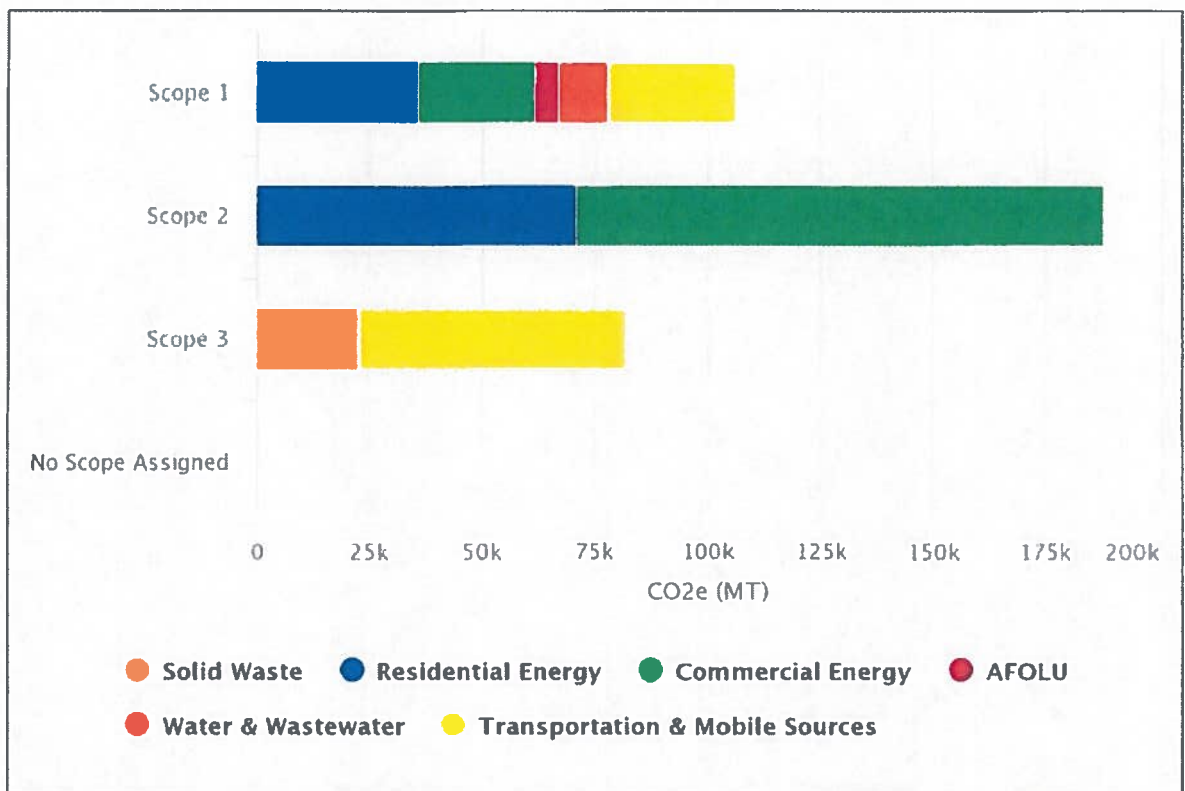
### Results for Emissions by Scope

Scope 2 emissions was the major source of emissions; accounting for 187, 973 MT CO2 Eq. Scopes 1 and 3 emissions were 106,169 MT CO2 Eq. and 82,005 MT CO2 Eq. respectively as shown below.



Scope	CO2e
Scope 2	187,973
Scope 1	106,169
Scope 3	82,005





Scope	Sector	CO2e
Scope 1	Transportation & Mobile Sources	28,300
Scope 1	Water & Wastewater	11,090
Scope 1	AFOLU	4,936
Scope 1	Commercial Energy	25,971
Scope 1	Residential Energy	35,871
Scope 2	AFOLU	0
Scope 2	Commercial Energy	117,269
Scope 2	Residential Energy	70,704
Scope 3	Transportation & Mobile Sources	59,334
Scope 3	Solid Waste	22,670
Scope 3	Water & Wastewater	0

## **COMPARISON WITH OTHER COMMUNITIES**

### **Community Comparisons**

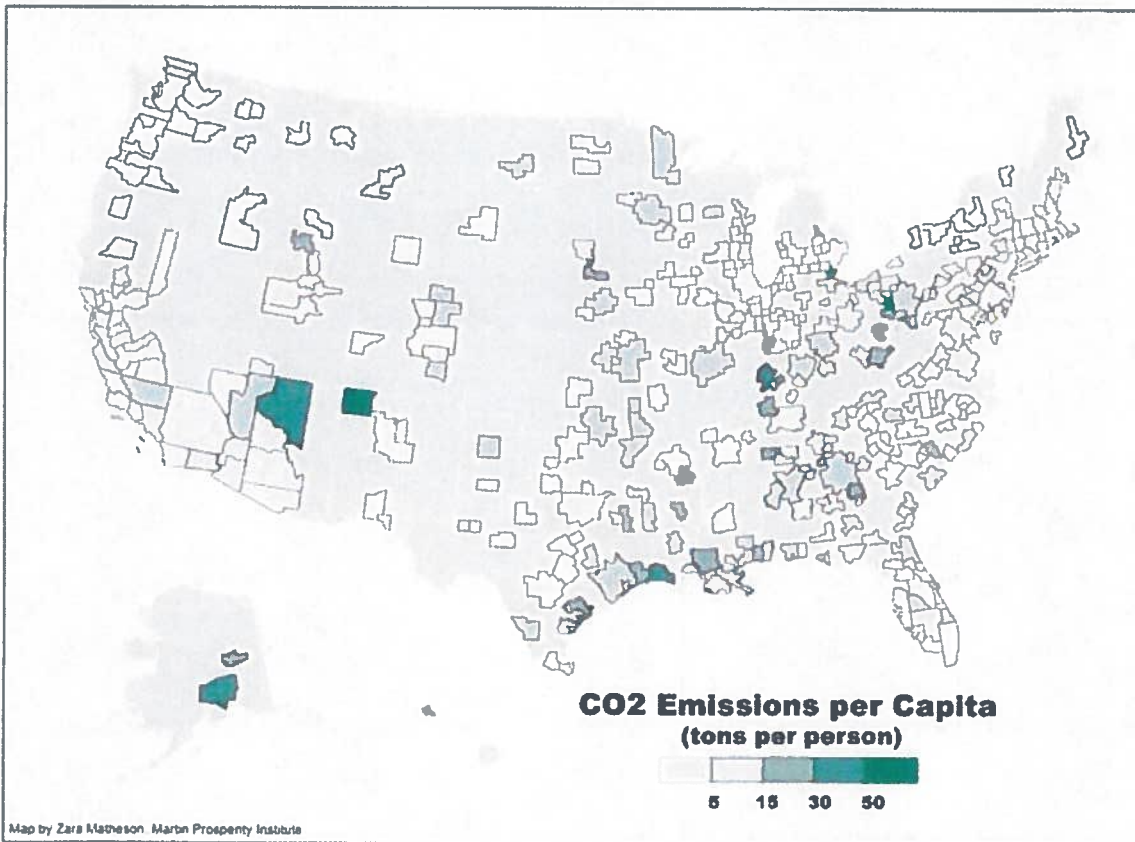
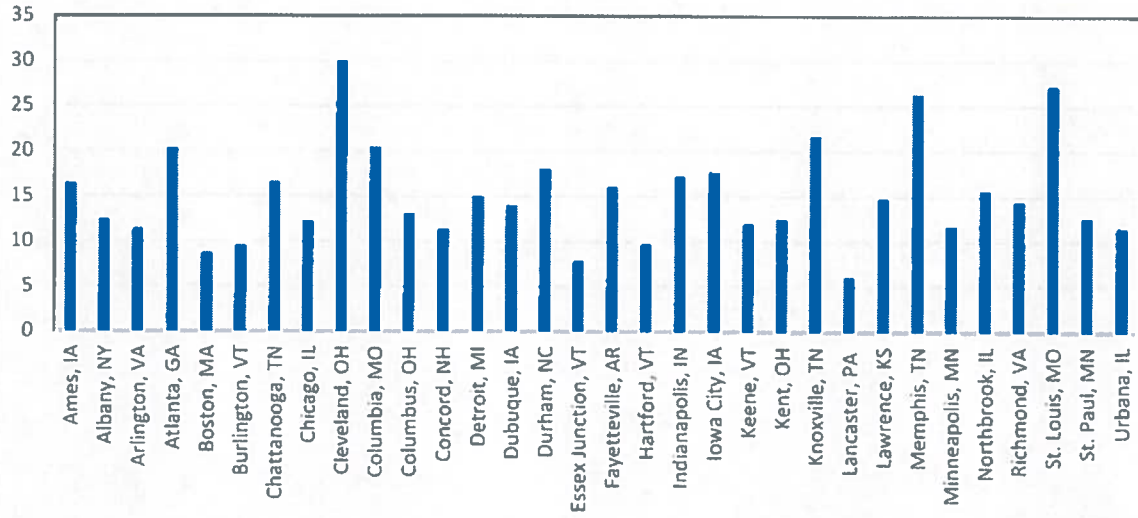
The estimates for greenhouse gas emissions varies from community-to-community. Factors such as geographic size, total population, scopes of emissions, which sectors are inventoried, and the methodology utilized for analyses makes exact comparisons difficult. There, however, is some value to be derived from comparing carbon emissions between communities because it identifies other communities' emission sources and the approach taken to reduce greenhouse gas emissions.

### **Understanding Kent's Per-Capita Community-wide Carbon Emissions**

There was a total of 376,148 MT CO<sub>2</sub> Eq. from the City of Kent's 2016 community-wide carbon emissions inventory and 12.51 MT Per Capita. The City of Kent's community-wide per-capita carbon emissions for 2016 is 236,251.35 cubic- feet of man-made greenhouse gas. The volume of atmosphere equates a cube of feet on each face.

Per capita emissions are not an indicator of how many metric tons of carbon an individual emits, but it does provide insight into cross-city comparison. Individual preferences in energy consumption, vehicle miles traveled, natural gas use, and waste generation accounts for the actual emissions generated. The City of Kent's per capita carbon emissions of 12.51 generally ranks it in a similar category to most Midwest cities.

### Per Capita GHG Emissions



# **FORECAST OF GREENHOUSE GAS EMISSIONS**

## **Greenhouse Gas Emissions Forecast**

Greenhouse gas emissions caused or influenced by people, also known as anthropogenic emissions, is a primary factor contributing to the disequilibrium in the earth's climate system and changes in the intensity and spatial distribution of extreme weather events. The continued rise in anthropogenic greenhouse gas emissions means an increase in the atmospheric concentrations and changes in the global, regional, and local climate and related impacts.

College towns such as the City of Kent, Ohio, have a greater net contribution of greenhouse gas emissions due to the influx of non-resident students and workers into the community, which increases emissions across numerous sub-sectors, including but not limited to electricity use, vehicle miles traveled, and fuel consumption. A greenhouse gas emissions forecast is central to carbon mitigation planning as it identifies the trends in greenhouse gas emissions if reduction strategies are not implemented. Such information can inform decisions for prioritizing reduction efforts, assist with formulating emission reduction policies, and provides greater insight into which actions will have the most cost-benefit for emission reduction.

## **Business-As-Usual Forecast**

The Intergovernmental Panel on Climate Change (IPCC) defines a "business-as-usual" (BAU) scenario as the extent of carbon emissions that will emanate from the various sectors if current trends continue unabated. This implies that no emission reduction strategies will be implemented within the year(s) under review, which is a primary factor in determining the level of emission reduction required to meet a set reduction goal.

A forecast of emissions in the City of Kent was conducted, using inventoried emissions in the ICLEI ClearPath Pro, for the year 2050. The forecast utilized the "business-as-usual" scenario to forecast emissions, whereby a 'status quo' setting in the community was used as the sole basis for forecasting without interventions from within the community or higher levels of government. Variables that were factored into the forecasting process include population growth rate, local economic activity indicators, and transportation and energy sector specific indices.

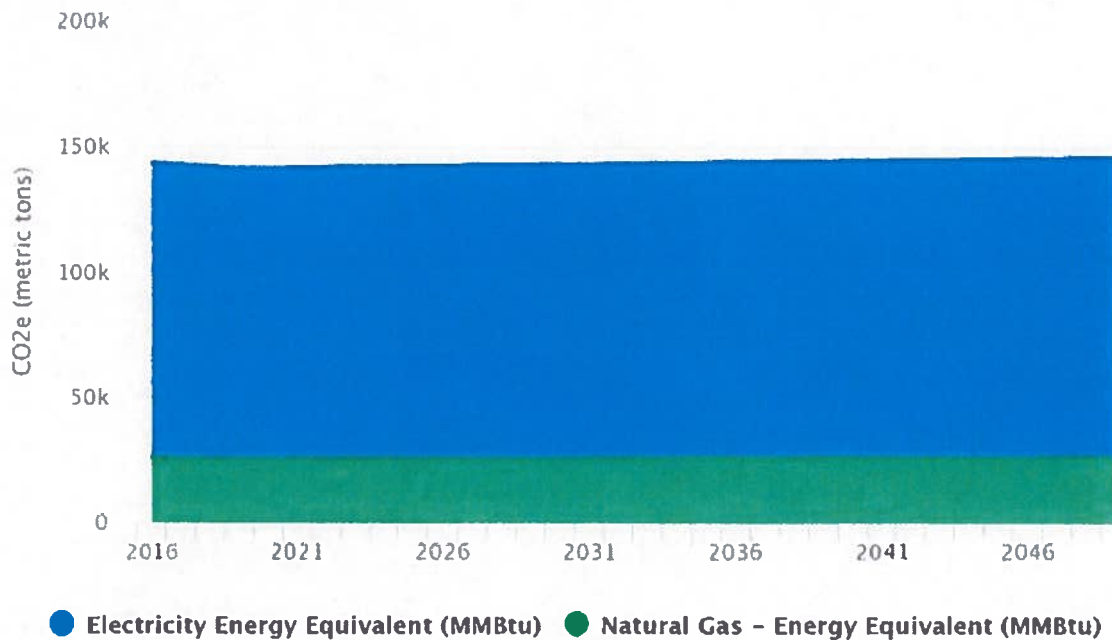
Forecasts of greenhouse gas emissions are not merely a prediction of the extent of carbon which will be emitted in the future, but modeled projections based on specific informed assumptions and

methodologies. The emissions forecasts conducted in this report should be interpreted within the context of the limitations of the assumptions that informed them. Changes in economic indices, policy impacts, weather patterns, and in the case of the City of Kent, student enrollment and employment trends over time, all have uncertain implications on emission sectors in the future, including but not limited to electricity and natural gas use, vehicle miles traveled, and waste generation.

### Commercial Energy

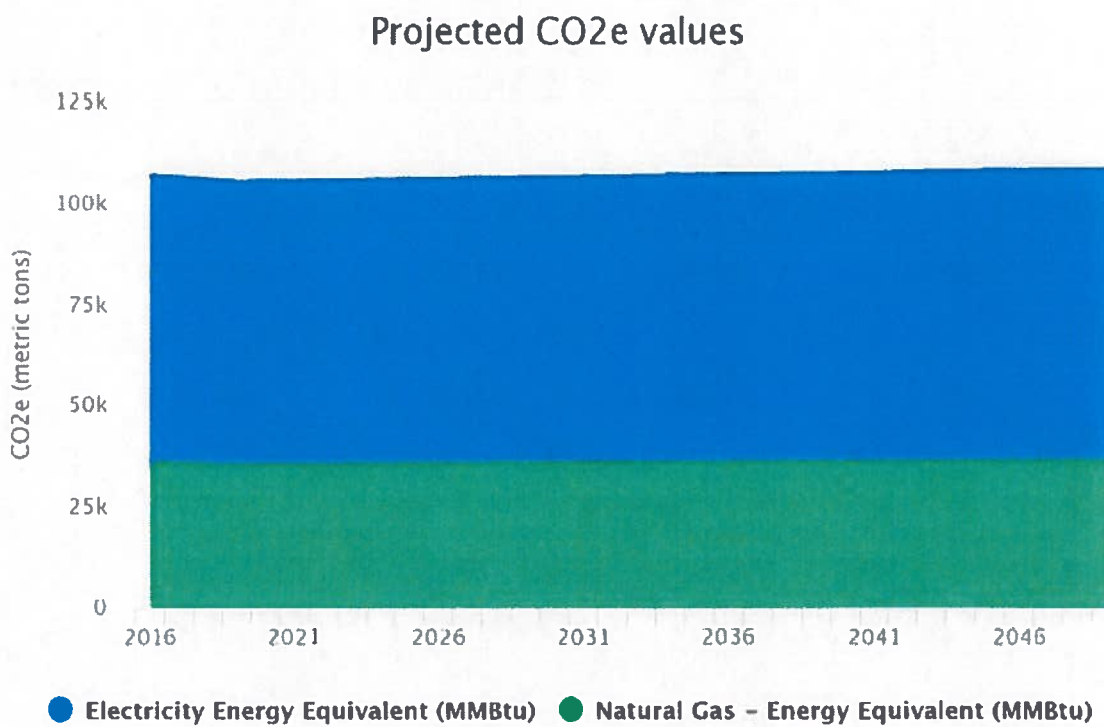
Emissions from the Grid Electricity sub-sector of the Commercial Energy Sector are projected to rise from 117,269 MT CO<sub>2</sub> Eq. to 119,035 MT CO<sub>2</sub> Eq. by 2050. The Stationary Fuel Combustion Sub-sector is projected to increase from 25, 971 MT CO<sub>2</sub> Eq. to 26, 362 MT CO<sub>2</sub> Eq. by 2050.

Projected CO<sub>2</sub>e values



## Residential Energy

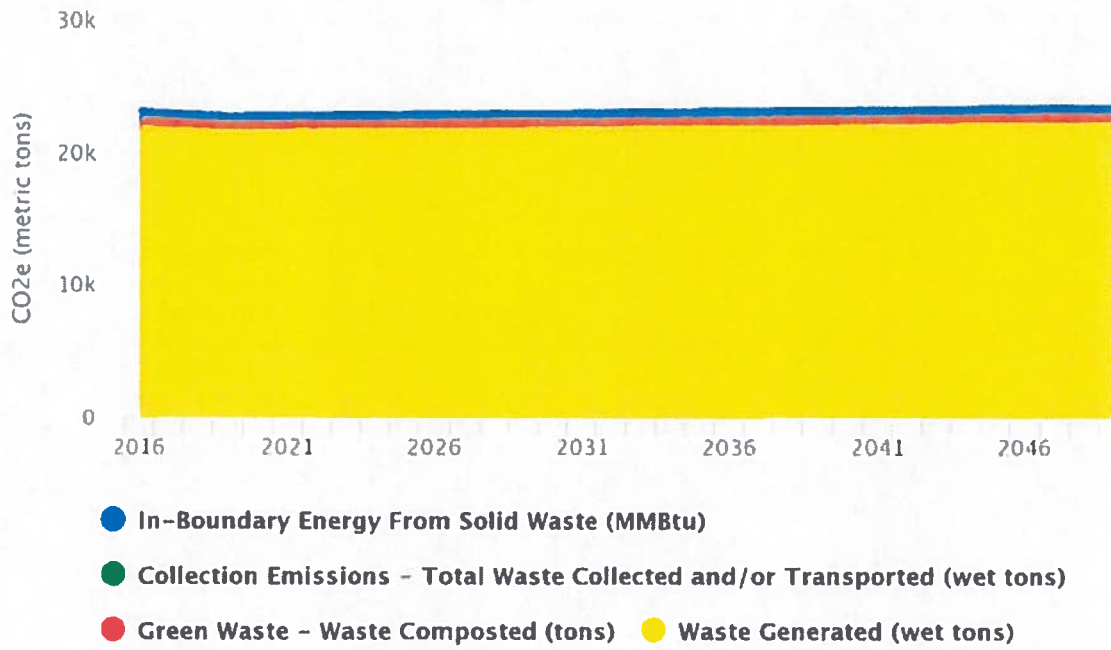
Emissions from Grid Electricity Sub-sector of the Residential Energy Sector are projected to rise from 70,704 MT CO<sub>2</sub> Eq. to 71,769 MT CO<sub>2</sub> Eq. by 2050. The Stationary Fuel Combustion Sub-sector is projected to increase from 35,871 MT CO<sub>2</sub> Eq. to 36,411 MT CO<sub>2</sub> Eq. by 2050 (Refer to figure below).



### Solid Waste

Waste generated from the Solid Waste Sector is projected to increase by 2050 leading to rise in carbon emissions from 21,963 MT CO<sub>2</sub> Eq. to 22,294 MT CO<sub>2</sub> Eq. Emissions from Biologic Treatment of Solid Waste (Composting) Sub-sector is projected to rise from 611.82 MT CO<sub>2</sub> Eq. to 630 MT CO<sub>2</sub> Eq.

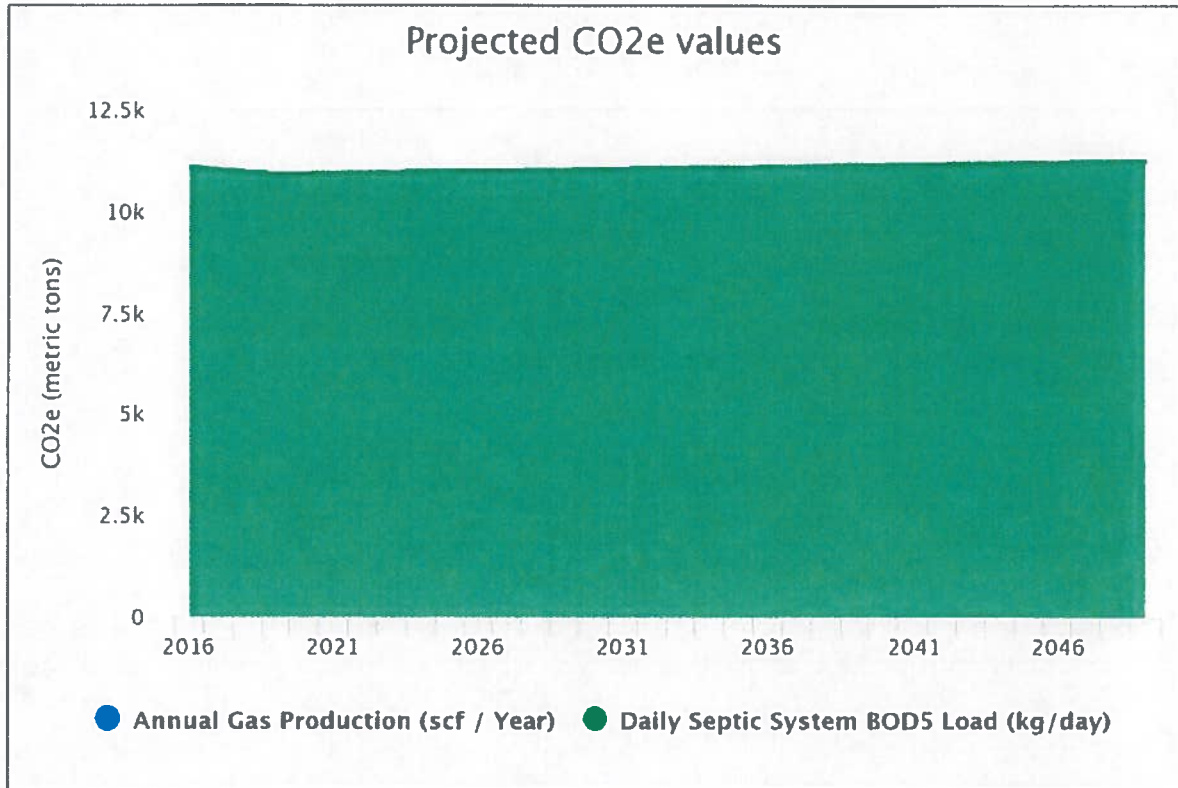
Projected CO<sub>2</sub>e values





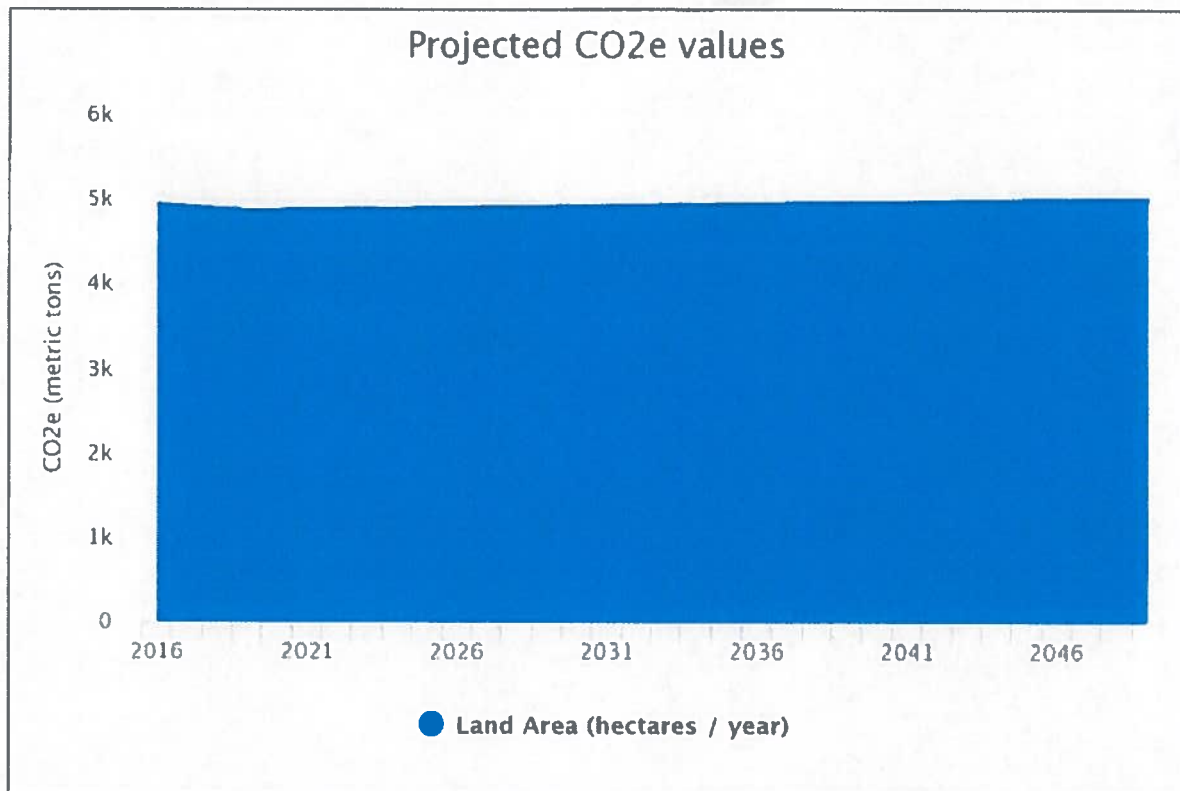
### Water and Wastewater

Projections from the Water and Wastewater Sector indicate that emissions will rise from 11090.22 MT CO<sub>2</sub> Eq. to 11,254 from The Septic Systems Sub-sector due to an increase in Daily Septic System BOD Load (kg/day).



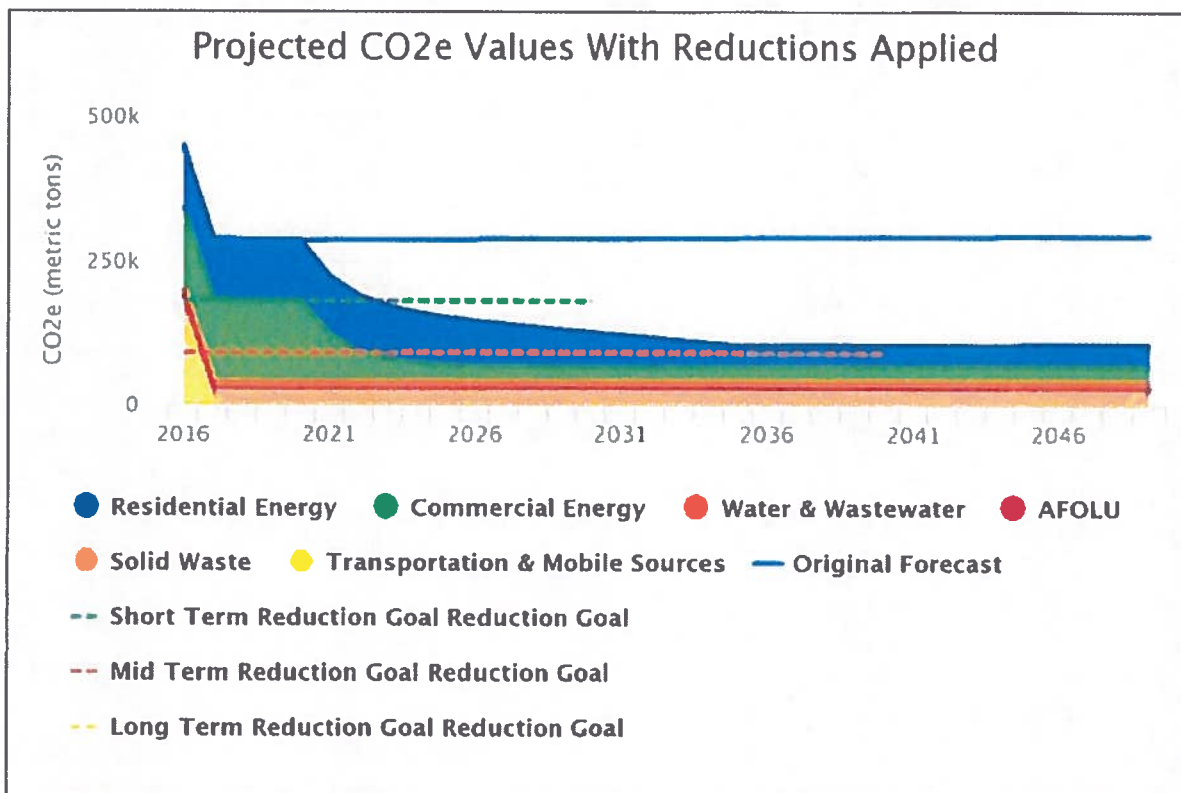
### Agriculture, Forestry and Land Use

Emissions from the Emissions and Removals Sub-sector is projected to rise from 4,926 MT CO<sub>2</sub> Eq. to 5,010 in 2050 due to Net Annual Carbon Flux from the conversion of Forest Land Cover Class to Settlement including impervious surfaces.



## Forecast with Reductions Applied

Another forecast was developed based on the anticipated implementation of community level initiatives and other programs to reduce greenhouse gas emissions. The second forecast also was conducted using inventoried emissions in ICLEI ClearPath Pro, for the City of Kent in year 2016, but applied proposed emission reduction strategies used to forecast emissions. Variables that were factored into the forecasting process include Local Green Power Purchase (Commercial), Residential Energy Efficiency Education, Improved Bike Infrastructure, and the expansion in use of Low-Income Household Weatherization Programs. With the implementation of these programs, the forecast identified carbon emissions will be reduced in the short-term, continue to decrease through 2030, and into the long-term (2050) where carbon neutrality is the goal.



### **Science-Based Reduction Target**

In line with the City of Kent's vision of upholding the tenets of the Paris Climate Agreement, a goal for carbon neutrality by 2050 has been identified for the community. A 2030 science-based target was set by the Intergovernmental Panel on Climate Change (IPCC) in its recommendations and guidelines. Sector specific greenhouse gas emission reduction targets were set through a combined process of identifying the emission sources and drivers within the City of Kent and greenhouse gases covered in the completed inventory.

Using ICLEI's newly released Science-Based Target (SBT) guidance, which uses the One Planet City Challenge (OPCC) the SBT calculation methodology (most appropriate for ICLEI members) sector specific Science-Based Targets were determined. This was done with input from ICLEI's designated technical advisor and a High Impact Analysis Assessment was conducted to determine emission reduction strategies which will have a high impact on the City's carbon emissions.

# High Impact Action Analysis Summary Report: Kent, OH 2016

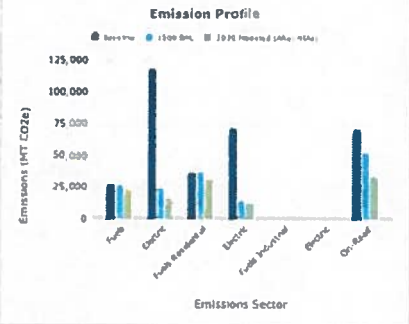


SBTs and Emissions Goals	2030 Per Capita	2030 Absolute	Baseline Scope 1 & 2 (MT CO2e)	2030 Scope 1 & 2 (MT CO2e)
	63.4%	63.1%	289,205	106,679

Growth Rates	Commercial	Residential	Industrial	On-Road Transportation	Grid Decarbonization
	Population Growth	Population Growth	Population Growth	Population Growth	Population Growth
	0.82%	0.82%	0.82%	0.82%	-80.88%

Abbreviation Key	
SBT	Science-Based Target
HIA	High Impact Actions
VMT	Vehicle Miles Traveled
EV	Electric Vehicles
SF	Square Feet (ft <sup>2</sup> )
EB	Existing Buildings

	Baseline & Forecasted Emissions			Modeled Emissions (After HIAs)	
	Baseline Emissions (MT CO2e)	% of total (Adjusted)	2030 Forecasted Emissions (MT CO2e)	2030 Modeled Emissions (MT CO2e)	Percent Change
Fuels Commercial	25,971	7%	26,183	22,335	-14.7%
Electric Commercial	117,269	32%	23,645	16,183	-31.6%
Fuels Residential	35,671	10%	36,163	30,849	-14.7%
Electric Residential	70,704	19%	14,256	12,739	-10.6%
Fuels Industrial		0%	0	0	0.0%
Electric Industrial		0%	0	0	0.0%
On-Road Transportation	69,762	19%	52,751	32,705	-38.0%
Sum of Primary Sectors	319,578	86%	152,998	114,812	-25.0%
Inventory Total	371,778	-	-	-	-



HIA Overview				
Type	Name	Net Reduction (MT CO2e)	Description	Explanation/Source
Grid Decarbonization	CES	151,604	Clean Energy Standard: 80% Reduction in carbon intensity (kg CO2/MWh) by 2030.	General Clean Energy Standard Goal
High Level VMT Reduction	Aggressive (20% VMT Reduction)	10,550	20% Reduction in total VMT	Reduction from grid decarbonization nature within the 2030 horizon or before other High Impact Actions are modeled. General aggressive baseline
On-Road Electric Vehicles Adoption	Moderate (4.5% Annual Growth)	8,271	22.5% of VMT is EV by 2030. This action influences an increase in Residential & Commercial buildings electricity emissions.	Modeling of MJ and aggressive scenarios, NREL - Transportation, 2017/04/18/ev-1001-0001818
Commercial Building Efficiency	IECC New + 10% Existing	7,985	All new buildings and 1% of existing Sq FT (renovations and turnover) will meet IECC 2018 (36.95% reduction in building EUI) & 10% Existing Sq FT (renovations and turnover) EUI is reduced by 20%.	https://www.energycodes.com/news/energy-codes/2018-01-25/iecc-2018-reduces-energy-consumption-in-buildings/
Residential Building Efficiency	IECC New + 5% Existing	2,770	All new buildings and 1% of existing Sq FT (renovations and turnover) will meet IECC 2018 (36.95% reduction in building EUI) & 5% Existing Sq FT (renovations and turnover) EUI is reduced by 20%.	https://www.energycodes.com/news/publications/energy-codes/2018-01-25/iecc-2018-reduces-energy-consumption-in-buildings/
Commercial Building Electrification	New Buildings, All Electric	3,650	All new buildings & 1% Existing Sq FT per year are electrified. This action influences an increase in Commercial buildings electricity emissions.	Based on % of building stock expiring major retrofit or replacement each year. https://www.energycodes.com/news/publications/energy-codes/2018-01-25/iecc-2018-reduces-energy-consumption-in-buildings/
Residential Building Electrification	New Buildings, All Electric	5,841	All new buildings & 1% Existing Sq FT per year are electrified. This action influences an increase in Residential buildings electricity emissions.	Based on % of building stock expiring major retrofit or replacement each year. https://www.energycodes.com/news/publications/energy-codes/2018-01-25/iecc-2018-reduces-energy-consumption-in-buildings/

2030 Outlook	2030 Absolute SBT	63.1%	2030 Per Capita SBT	63.4%
	Reduction Achieved (Absolute)	64.1%	Reduction Achieved (Per Capita)	64.4%
	Percent To Go (Absolute)	-1.0%	Percent To Go (Per Capita)	-1.0%

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# GREENHOUSE GAS INVENTORY ESTIMATION SUMMARY SHEETS

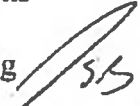
## Outputs

Name	Value
Off Road Fuel Use ⓘ	1576.5
Energy Equivalent (MMBtu)	217.62
CO <sub>2</sub> (MT) ⓘ	16,096
Bio CO <sub>2</sub> (MT)	0
CH <sub>4</sub> (MT) ⓘ	$9.1437 \times 10^{-4}$
N <sub>2</sub> O (MT) ⓘ	$4.0989 \times 10^{-4}$
CO <sub>2</sub> e (MT) ⓘ	16,282
GPC Scope	Scope 1
GPC Reference Number	1.3.1
US-CP Reporting Category	Source
CO <sub>2</sub> Emissions Factor	0.073964
CO <sub>2</sub> Emissions Factor Units	MT/MMBtu
Biogenic CO <sub>2</sub> Emissions Factor	0
Biogenic CO <sub>2</sub> Emissions Factor Units	MT/MMBtu
CH <sub>4</sub> Emissions Factor	$4.2017 \times 10^{-6}$
CH <sub>4</sub> Emissions Factor Units	MT/MMBtu
N <sub>2</sub> O Emissions Factor	$1.8835 \times 10^{-6}$
N <sub>2</sub> O Emissions Factor Units	MT/MMBtu
US Community Protocol Reference	
GCoM Common Reporting Framework Reference	Direct Emissions

**CITY OF KENT  
DEPARTMENT OF PUBLIC SERVICE  
DIVISION OF ENGINEERING**

MEMO

**TO:** Dave Ruller  
Amy Wilkens

**FROM:** Jim Bowling 

**DATE:** November 16, 2021

**RE:** WRF Final Clarifier Rehabilitation – Phase 1 BUILDS Grant Request

The Service Department is requesting City Council approval to submit, accept and execute the subsequent agreement for a grant from the State of Ohio to fund the WRF Final Clarifier Rehabilitation Project – Phase 1 (Project). In August, 2021 the City received notice of the new Broadband, Utilities, and Infrastructure for Local Development Success (BUILDS) Initiative from the State of Ohio. The BUILDS application was due within 2 weeks on August 19, 2021. The Service Department submitted a grant request for \$1,391,300 to fund a portion of the Project. We received notice recently that the City was awarded the grant.

The Project which is included in the 2021 City Budget, is budgeted at \$2,294,300. The City was also previously awarded Ohio Public Works Commission (OPWC) grant and loan funds for the project. Therefore, the current funding plan for the project includes the following:

- |                         |             |
|-------------------------|-------------|
| • BUILDS Grant          | \$1,391,300 |
| • OPWC Grant            | \$650,000   |
| • OPWC No Interest Loan | \$150,000   |
| • Sewer Funds (202)     | \$103,000   |

**C:** Rhonda Hall  
Brian Huff  
Cori Finney  
Cathy Wilson





## LAW DEPARTMENT MEMORANDUM KENT, OHIO

To: Dave Ruller, City Manager  
From: Hope L. Jones, Law Director  
Date: November 23, 2021  
Re: Public Defender Contract Renewal

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Mr. Ruller,

It is that time of year for the renewal of the Public Defender contract for the calendar year 2022.

I request that legislation for the renewal of the contract be placed on the December 1, 2021 agenda for discussion by Council Committee. For your information, the City requests this contract to ensure that indigent criminal defendants to receive the public defender's assistance.

Thank you, Dave,

Hope



CITY OF KENT, OHIO  
DEPARTMENT OF BUDGET AND FINANCE  
Rhonda C. Hall, CPA, Director

**To:** Dave Ruller, City Manager  
**From:** Rhonda C. Hall, CPA, Director of Budget and Finance  
**Date:** November 23, 2021  
**Re:** FY2022 Recommended Budget

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Dave,

Attached is the Recommended Budget for 2022. I would like to request approval of this budget by Council in order to be in compliance with Ohio Revise Code Section 5705.38, *Annual Appropriation Measure*, whereas on or about the first day of each fiscal year an appropriation measure is to be passed.

Thank you.

Council approved the multi-year rate stabilization plans for the water and sewer funds in 2011. The approved rate plans included 4 years of 9% rate increases to “catch-up” with deferred maintenance and capital costs, followed by 3% rate increases in the out years of the plan to keep pace with inflation.

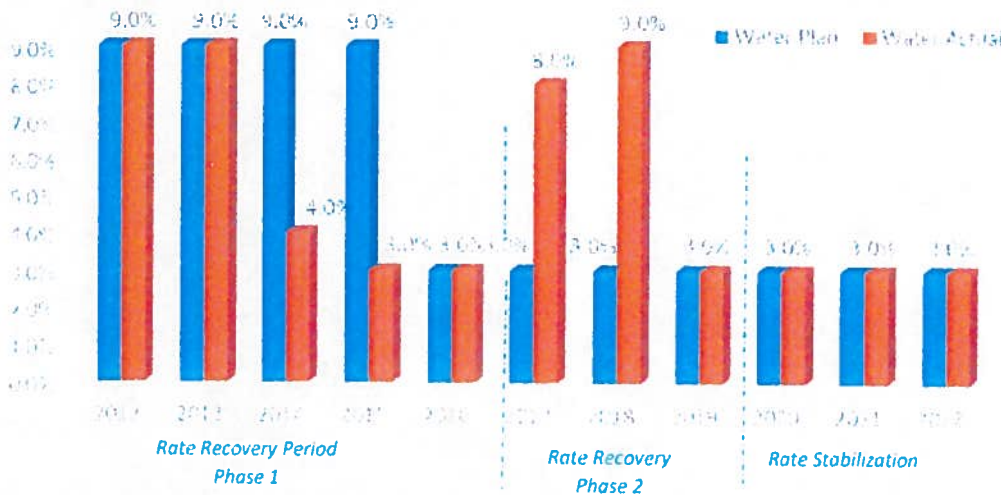
From the outset, the staff committed to pursuing grants, cost savings opportunities, and to make plan modifications in order to provide rate relief while still ensuring necessary re-investment in the City’s water and sewer infrastructure.

In the first 2 years of rate “catch up” the rates approved by Council matched the rate plans. However, in the following 2 years, the rates were less than half of what was originally projected in the plans. As a result, a portion of the lost rates were “made-up” in 2017 and 2018 for the water fund; the sewer fund rate gap was not “made-up.” For 2022 the staff has prepared the following update for staying “on Plan.”

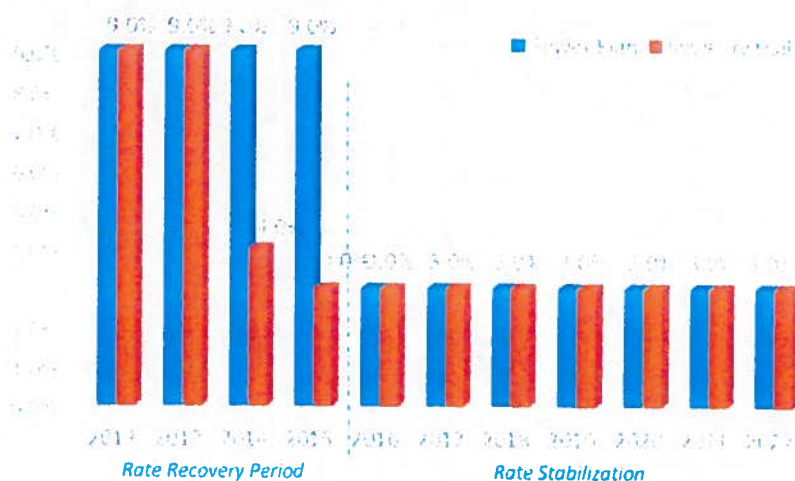
## Rate Plan vs. Actual Rates Comparison Chart

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
<b>Water Plan</b>	9.0%	9.0%	9.0%	9.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>Water Actual</b>	<u>9.0%</u>	<u>9.0%</u>	<u>4.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>8.0%</u>	<u>9.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>
<b>Difference</b>	0.0%	0.0%	5.0%	6.0%	0.0%	-5.0%	-6.0%	0.0%	0.0%	0.0%	0.0%
<b>Sewer Plan</b>	9.0%	9.0%	9.0%	9.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>Sewer Actual</b>	<u>9.0%</u>	<u>9.0%</u>	<u>4.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>
<b>Difference</b>	0.0%	0.0%	5.0%	6.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

### Water Rate Increases, Planned vs. Actual



### Sewer Rate Increases, Planned vs. Actual



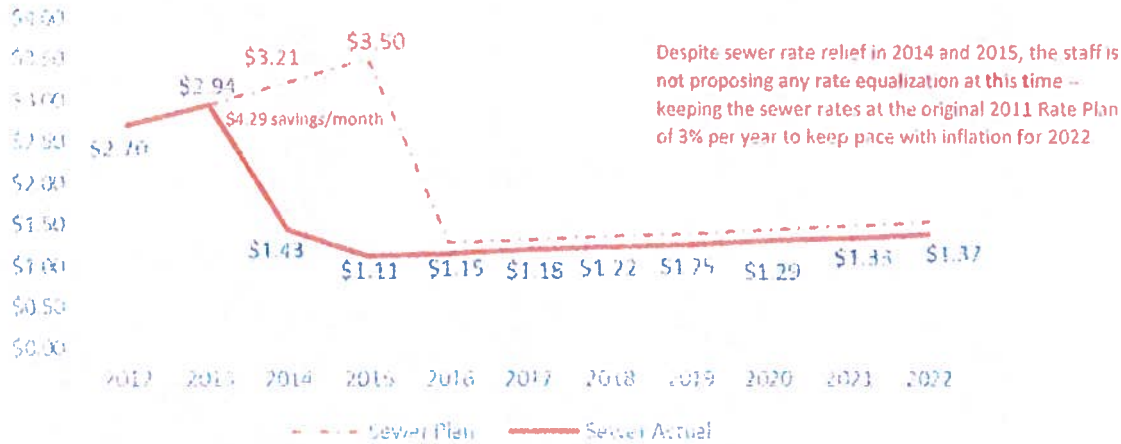
# Average Customer Monthly Water and Sewer Bills

(based on a calculated average of a \$20 water bill and \$30 sewer bill/month)

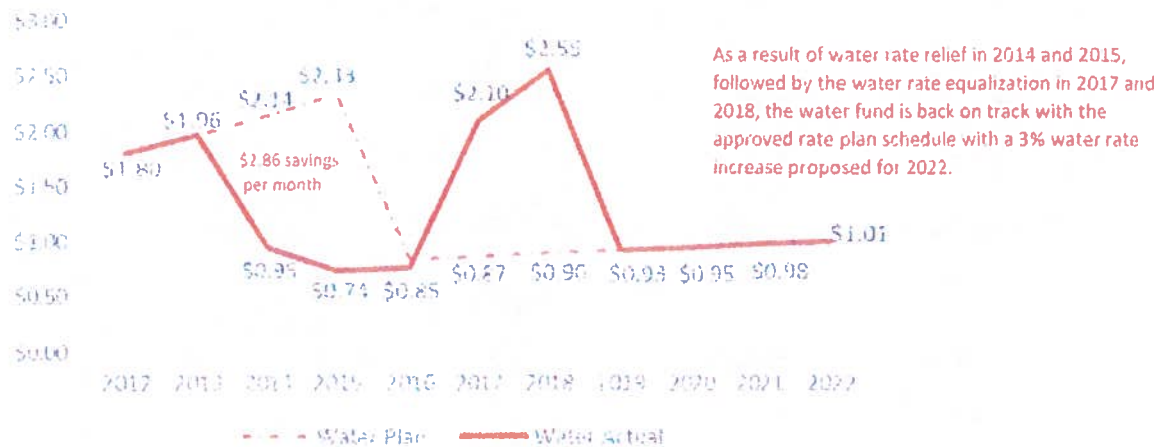
Average Customer Increase \$/Month												
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Total
Sewer Plan	\$ 2.70	\$ 2.94	\$ 3.21	\$ 3.50	\$ 1.27	\$ 1.31	\$ 1.35	\$ 1.39	\$ 1.43	\$ 1.47	\$ 1.52	\$22.08
Sewer Actual	\$ 2.70	\$ 2.94	\$ 1.43	\$ 1.11	\$ 1.15	\$ 1.18	\$ 1.22	\$ 1.25	\$ 1.29	\$ 1.33	\$ 1.37	\$16.96
Difference	\$0.00	\$0.00	\$1.78	\$2.38	\$0.13	\$0.13	\$0.13	\$0.14	\$0.14	\$0.14	\$0.15	\$5.12
Water Plan	\$1.80	\$ 1.96	\$ 2.14	\$ 2.33	\$ 0.85	\$ 0.87	\$ 0.90	\$ 0.93	\$ 0.95	\$ 0.98	\$ 1.01	\$10.85
Water Actual	\$1.80	\$ 1.96	\$ 0.95	\$ 0.74	\$ 0.76	\$ 2.10	\$ 2.55	\$ 0.93	\$ 0.95	\$ 0.98	\$ 1.01	\$10.86
Difference	\$0.00	\$0.00	\$1.19	\$1.59	\$0.08	-\$1.23	-\$1.65	\$0.00	\$0.00	\$0.00	\$0.00	-\$0.01

Customer Rate Relief Period      Customer Rate Equalization

### Average Customer Increase (\$) Sewer Rate Plan vs. Actual (month)



### Average Customer Increase (\$) Water Rate Plan vs. Actual (month)



Even with the proposed rate increases for 2022, the City's utility customers will be paying an average of \$5.11 less per month, or around \$563 less per year, than what they would have been paying based on the original 2011 rate plan.



CITY OF KENT, OHIO  
DEPARTMENT OF BUDGET AND FINANCE  
Rhonda C. Hall, CPA, Director

**To:** Dave Ruller, City Manager

**From:** Rhonda C. Hall, CPA, Director of Budget and Finance

**Date:** November 23, 2021

**Re:** FY2021 Appropriation Amendments, Transfers, and Advances

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**The final appropriations amendment will reflect the remaining operating contingency funds as a separate item on the appropriations ordinance attachment. This will enable the transfer of contingency funds to either operating or personnel lines as needed.**

**I will continue to work with the Departments/Divisions during the next few weeks to resolve remaining or anticipated negative budget variances and would also request favorable consideration of any additional items that may be subsequently identified and included in the final appropriation amendment exhibit. I have included with this memo any requests that I have received thus far so that Council can see what changes will be, at a minimum, included in the Ordinance on the 15<sup>th</sup>.**


**Therefore, I am requesting Council approve amended appropriations for the December Council meeting.**

*Rhonda Hall*

CITY OF KENT  
DEPARTMENT OF PUBLIC SERVICE  
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall  
Dave Ruller

FROM: Jim Bowling 

DATE: November 16, 2021

RE: Capital Funds – Appropriation Modification Request

The Service Department is requesting to modify the 2021 appropriations from the Capital Fund. There are multiple changes being requested, which will have no net impact on the total appropriations. The requests are detailed below:

**East Main Pedestrian Lighting (2021CIP006)** – We are requesting to reduce the appropriations from the Capital Fund (301) by \$71,000. The project is being delayed until the limits of the East Main Street project is determined and its impact on this project can be assessed.

**Temporary Outdoor Ice Rink** – In August, 2021 City Council approved the City entering into an agreement with Kent State University (KSU) to install a temporary ice rink in downtown Kent for the 2021/2022 winter season. The agreement included the City reimbursing KSU up to \$71,000 for a new City electric service required to serve the Ice Rink. Therefore, we are requesting to appropriate \$71,000 from the Capital Fund (301) to meet that obligation.

Please let me know if there are any questions.

c: Melanie Baker  
Jon Giaquinto  
Brian Huff  
Cathy Wilson





# KENT CITY HEALTH DEPARTMENT

201-G E. ERIE ST., KENT OH 44240 (330) 678-8109 FAX (330) 678-2082

## HEALTH DEPARTMENT APPROPRIATIONS REQUEST

To: Rhonda Hall, Budget & Finance Director  
From: Joan Seidel, Health Commissioner  
Date: October 20, 2021  
RE: Appropriations Amendment Request

The Health Department has received reimbursement from Portage County Combined General Health District for CO21 Grant, CT21 Grant, VE21 Grant & CT20 Grant. I would like to respectfully request the amount of \$90,841.34 to be distributed in the following manner:

\$46,268.12 to Account COVID 19, line 001-02-520.201.7999  
Deposit date 5/18/2021 Receipt #197363 Ck#487521

\$39,503.00 to Account COVID19, line 001-02.520.201.7999  
Deposit date 7/14/2021 Receipt 197702 Ck#490389

\$5,070.22 to Account COVID19, line 001-02-520.201.7999  
Deposit date 9/14/2021 Receipt 197945 Ck#493567

Sincerely,

Joan Seidel MA, BSN, RN, FAPIC, CIC  
Health Commissioner





## CLERK OF COUNCIL

CITY OF KENT ■ 301 S. DEPEYSTER STREET ■ KENT, OHIO 44240 ■ 330-678-8007

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To: Rhonda Hall, Finance Director  
From: Amy Wilkens, Clerk of Council  
Date: 11/15/21  
Re: Appropriations Amendment Request

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I am respectfully requesting a re-appropriation of funds not to exceed \$5,875 from the appropriate 2021 fund to City Council Line item 001-08-570-701-7390. This amount is needed for the City of Kent Gift Certificate Program which approved City employees to receive \$25 to spend in downtown businesses during the holiday season.

Please let me know if there is any additional information that is needed for this request.



CITY OF KENT, OHIO  
DEPARTMENT OF BUDGET AND FINANCE  
Rhonda C. Hall, CPA, Director

**To:** Dave Ruller, City Manager  
**From:** Rhonda C. Hall, CPA, Director of Budget and Finance  
**Date:** November 22, 2021  
**Re:** Then and Now Purchase Order Approval Request

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Mr. Ruller,

In accordance with Section 5705.41 (D) of the Ohio Revised Code the City must receive approval from Council for all Then and Now purchase orders in excess of \$3,000. This is the first year we have implemented the Then and Now purchase orders and thus the first time we are requesting such approval. Attached is the list of all Then and Now purchase orders that exceeded the threshold.

Thank you.

# Purchase Order Report

G/L Date Range 01/01/21 - 11/22/21  
 Sort by Department - Purchase Order Number  
 Summary Listing

Purchase Order	2021-00000791	G/L Date	02/24/2021	Amount	6,935.00
Description	SWAT Fair Share Fees	Deliver by Date		Voided	.00
Department	01.102 Safety Department,Police Patrol/Investigation/Adm	Printed Date	03/03/2021	Discounted	.00
Vendor	4206 - City of Stow	Completed Date	03/12/2021	Expensed	6,935.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00000792	G/L Date	02/24/2021	Amount	4,234.00
Description	Service Contract for LiveScan Fingerprint Machine	Deliver by Date		Voided	.00
Department	01.102 Safety Department,Police Patrol/Investigation/Adm	Printed Date	02/26/2021	Discounted	.00
Vendor	2688 - ID Networks, Inc	Completed Date	03/05/2021	Expensed	4,234.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00001297	G/L Date	05/12/2021	Amount	64,303.00
Description	PD-CAD/RMS/Mobile/Verizon Fees	Deliver by Date		Voided	.00
Department	01.102 Safety Department,Police Patrol/Investigation/Adm	Printed Date	05/24/2021	Discounted	.00
Vendor	1283 - Kent State Univ. Police	Completed Date	05/28/2021	Expensed	64,303.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00002060	G/L Date	09/30/2021	Amount	3,106.00
Description	PD-Control System maintenance in jail	Deliver by Date		Voided	.00
Department	01.102 Safety Department,Police Patrol/Investigation/Adm	Printed Date	10/11/2021	Discounted	.00
Vendor	4328 - Advanced Systems Technology, Inc.	Completed Date	10/15/2021	Expensed	3,106.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00002133	G/L Date	10/13/2021	Amount	13,902.00
Description	PD- Annual Policy Manual & Training Bulletins 11/1/21-10/31/22	Deliver by Date		Voided	.00
Department	01.102 Safety Department,Police Patrol/Investigation/Adm	Printed Date	10/19/2021	Discounted	.00
Vendor	4391 - Lexipol, LLC	Completed Date	10/29/2021	Expensed	13,902.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00001129	G/L Date	04/19/2021	Amount	6,069.84
Description	FD 2021 support for pc hazmat team - City of Kent	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	04/20/2021	Discounted	.00

# Purchase Order Report

G/L Date Range 01/01/21 - 11/22/21  
 Sort by Department - Purchase Order Number  
 Summary Listing

Vendor	1487 - Portage County Hazmat Team	Completed Date	04/30/2021	Expensed	6,069.84
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
<b>Purchase Order</b>	2021-00001663	G/L Date	07/12/2021	Amount	13,995.00
Description	CD - Historic South End Signs	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	07/13/2021	Discounted	.00
Vendor	3950 - Collins/Advanced Display LLC, Derek S.	Completed Date	07/16/2021	Expensed	13,995.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
<b>Purchase Order</b>	2021-00001954	G/L Date	09/09/2021	Amount	38,000.00
Description	CD - Parking Meter Upgrade; 2G to 4G	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	09/10/2021	Discounted	.00
Vendor	2985 - IPS Group, Inc	Completed Date		Expensed	3,690.00
Type	Then/Now	Expiration Date		Remaining	34,310.00
Status	Open			Encumbered	34,310.00
<b>Purchase Order</b>	2021-00002106	G/L Date	10/08/2021	Amount	30,941.30
Description	EDA RLF II Loan - Hometown	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	10/12/2021	Discounted	.00
Vendor	4785 - Dukes/Pit Stop Pub, LLC, Neil	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	30,941.30
Status	Open			Encumbered	30,941.30
<b>Purchase Order</b>	2021-00002166	G/L Date	10/21/2021	Amount	39,928.00
Description	CD Tier II Evaluation at 301 W. Main St.	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	10/21/2021	Discounted	.00
Vendor	1130 - Brownfield Restoration Group LLC	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	39,928.00
Status	Open			Encumbered	39,928.00
<b>Purchase Order</b>	2021-00002186	G/L Date	10/25/2021	Amount	43,935.00
Description	CHIP - 206 Wilson HOME Rehab Program	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	10/26/2021	Discounted	.00
Vendor	4790 - Pro-Construction & Renovation, LLC	Completed Date	10/29/2021	Expensed	43,935.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

# Purchase Order Report

G/L Date Range 01/01/21 - 11/22/21

Sort by Department - Purchase Order Number  
Summary Listing

Purchase Order	2021-00002079	G/L Date	10/05/2021	Amount	5,500.00
Description	Repair surface concrete in preliminary treatment area	Deliver by Date		Voided	.00
Department	05.503 Public Services Department, Water Reclamation Plant	Printed Date	10/06/2021	Discounted	.00
Vendor	2335 - Clegg Concrete	Completed Date	10/22/2021	Expensed	5,500.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00001039	G/L Date	03/31/2021	Amount	4,466.60
Description	CM Leaf Truck Parts	Deliver by Date		Voided	.00
Department	05.560 Public Services Department, Central Maintenance Division	Printed Date	04/06/2021	Discounted	.00
Vendor	3790 - Old Dominion Brush Co., Inc.	Completed Date	04/16/2021	Expensed	4,466.60
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00001481	G/L Date	06/08/2021	Amount	27,000.00
Description	CM Harris Street Excavation	Deliver by Date		Voided	.00
Department	05.560 Public Services Department, Central Maintenance Division	Printed Date	06/17/2021	Discounted	.00
Vendor	4146 - Helmling Excavating LLC	Completed Date	06/18/2021	Expensed	27,000.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00002192	G/L Date	10/26/2021	Amount	49,900.00
Description	CM Rock Salt	Deliver by Date		Voided	.00
Department	05.560 Public Services Department, Central Maintenance Division	Printed Date	10/26/2021	Discounted	.00
Vendor	1903 - Cargill Inc	Completed Date	11/12/2021	Expensed	49,900.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

# Purchase Order Report

G/L Date Range 01/01/21 - 11/22/21

Sort by Department - Purchase Order Number  
Summary Listing

Purchase Order	2021-00001723	G/L Date	07/26/2021	Amount	3,724.00
Description	Specialized Red Clay Tiles for use in Chimney Swift Tower	Deliver by Date		Voided	.00
Department	05.711 Public Services Department,Engineering Division	Printed Date	08/04/2021	Discounted	.00
Vendor	4755 - Ujm/EMU Tile LLC, Emily M	Completed Date	08/06/2021	Expensed	3,724.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00001725	G/L Date	07/26/2021	Amount	6,582.30
Description	Performance Cash Bond; 1085 W. Main; parking lot & side path	Deliver by Date		Voided	.00
Department	05.711 Public Services Department,Engineering Division	Printed Date	08/04/2021	Discounted	.00
Vendor	2970 - Klaben Property Mgmt	Completed Date	08/06/2021	Expensed	6,582.30
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2021-00001822	G/L Date	08/17/2021	Amount	10,917.88
Description	New Postage Machine	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	08/17/2021	Discounted	.00
Vendor	2226 - Pitney Bowes Inc	Completed Date	08/20/2021	Expensed	10,917.88
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Department	09 City Manager	G/L Date	03/23/2021	Amount	5,398.16
Purchase Order	2021-00000992	Deliver by Date		Voided	.00
Description	Tree City Bulletin	Printed Date	03/23/2021	Discounted	.00
Department	09 City Manager	Completed Date	03/26/2021	Expensed	5,398.16
Vendor	3135 - Phil Veddha & Sons Printing	Expiration Date		Remaining	.00
Type	Then/Now			Encumbered	.00
Status	Complete				
Purchase Order	2021-00001863	G/L Date	08/26/2021	Amount	6,737.85
Description	Tree City Bulletin - Fall edition	Deliver by Date		Voided	.00
Department	09 City Manager	Printed Date	09/10/2021	Discounted	.00
Vendor	3135 - Phil Veddha & Sons Printing	Completed Date	09/17/2021	Expensed	6,737.85
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00



# CITY OF KENT, OHIO

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## DEPARTMENT OF PUBLIC SERVICE

### MEMO

**TO:** Dave Ruller, City Manager  
Council

**FROM:** Melanie A. Baker, Service Director

**DATE:** 11/23/2021

**SUBJECT:** City property for auction and trade in.

Please find attached a list of items that need to be approved for trade in and auction.

These items consist of vehicles, and large equipment.

The vehicles and equipment will be replaced as per the approved Capital Plan already approved for 2021. We are still waiting on vehicles, some already ordered but on back order. Some of these vehicles and equipment are being traded in to help offset the cost of new. All other vehicles are going to auction.

We will be utilizing the Edinburg Auctions (we currently work with then with on line sales) for disposal of these items.

I would respectfully request approval of the trade ins and sale of the attached items list.



Trade In / Auction / Disposal List - City of Kent - All Departments

4/26/2021

Updated 11/23/2021

Tag #	Depr/Div	Description	Qty.	Year	Manufacture	Model No.	Serial No.	Storage Location	Know Defects	Why Taken Out of Service	Auction / Trade in.
2017.000	Example	18 hp Lawn Tractor, 48 inch cut with snow plow with skids, electric start	1	1985	Kubota	ABC123	XYZ567	1220 Moy. Rd.	Missing key, dead battery & plow pins	Unable to obtain parts & Unit replaced in 2009	
	<b>Vehicles</b>										
2021.009	VM1	Ford Ranger	1	2009	Ford	Ranger	1FTYR10D49FA49191	890 Plum Street	Rusted	Beyond useful life	Auction
2021.010	DB4	Chevrolet Malibu	1	2007	Chevrolet	Malibu	1GZSS57F67E298346	800 Plum Street	Mechanical issues / rusted	Beyond useful life	Auction
2021.011	DB5	Chevrolet Malibu	1	2007	Chevrolet	Malibu	1GZSS57F7E297017	800 Plum Street	Mechanical issues / rusted	Beyond useful life	Auction
2021.012	CM201	International 7400	1	2003	International	7400	IHTWDAAR14J091204	800 Plum Street	Mechanical issues	Beyond useful life	Auction
2021.013	ED122	Chevrolet Tahoe	1	2003	Chevrolet	Tahoe	IGNEK13V93J278446	800 Plum Street	Mechanical issues / rusted	Beyond useful life	Auction
2021.014	ED124	Ford Expedition	1	2009	Ford	Expedition	IFMRU16W01LB36377	800 Plum Street	Mechanical issues / rusted	Failed E-check	Auction
2021.015	WR3	Ford F150	1	2009	Ford	F-150	IFTRF14W59KC42620	800 Plum Street	Mechanical issues / rusted	Beyond useful life	Auction
2021.016	WR118	Ford F250	1	2006	Ford	F-250	IFTSW21556ED96435	800 Plum Street	Mechanical issues / rusted	Beyond useful life	Auction
2021.017	PR20	GMC 3500	1	1995	GMC	3500	1GDJK34N4SE527837	800 Plum Street	Mechanical issues	Beyond useful life	Auction
2021.018	PR142	Ford F350	1	1995	Ford	F-350	1FDKF37G3SE06419	800 Plum Street	Mechanical issues	Beyond useful life	Auction
2021.019	WP400	Kenworth T800	1	2006	Kenworth	T800	INKDXUEX17J178450	800 Plum Street	Mechanical issues	Beyond useful life	Auction
	<b>Tractor/Equipment</b>										
2021.020	VM04	Air Compressor	1	1992	Champion	Air Compressor	Mu25-8	800 Plum Street	Mechanical issues	Beyond useful life	Auction
2021.021	CM193	Root Cutter	1	1989	Dosko	Root Cutter	RC-1124-90-071	800 Plum Street	Mechanical issues	Beyond useful life	Auction
	<b>Small Equipment</b>										
	<b>Misc.</b>										
	<b>Scrap</b>										
	<b>Disposal</b>										

**City of Kent  
Income Tax Division**

**October 31, 2021  
Income Tax Receipts Comparison - ( Excluding 0.25% Police Facility Receipts )**

**Monthly Cash Basis Receipts**

Total receipts for the month of October, 2021	\$ 1,220,898
Total receipts for the month of October, 2020	\$ 1,101,184 *
Total receipts for the month of October, 2019	\$ 1,257,232 *

**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 October 31, 2021	\$ 12,365,957	89.75%
Total receipts January 1 through October 31, 2020	\$ 12,300,709 *	82.86%
Total receipts January 1 through October 31, 2019	\$ 12,568,100 *	87.28%

**Year-to-date Receipts Through October 31, 2021 - 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>
2021	\$ 13,777,778	\$ 13,777,778	\$ 12,365,957	89.75%	10.25%

**Comparisons of Total Annual Receipts for Previous Ten Years**

<u>Year</u>	<u>Total Cash Basis Receipts*</u>	<u>Change From Prior Year</u>	
2011	\$ 10,780,581	3.58%	* - Changed from accrual basis of accounting to a cash basis of accounting for RITA Income Tax in December, 2020. All years have been restated to be on a cash basis for RITA receipts to make this report comparable from year to year.
2012	11,559,304	7.22%	
2013	12,794,029	10.68%	
2014	12,733,226	-0.48%	
2015	14,579,500	14.50%	
2016	14,192,888	-2.65%	
2017	14,525,574	2.34%	
2018	14,297,948	-1.57%	
2019	14,855,372	3.90%	
2020	14,592,066	-1.77%	

Submitted by , Director of Budget and Finance

**2021 CITY OF KENT, OHIO**  
**Comparison of Income Tax Receipts**  
**(Excluding 0.25% Police Facility Receipts)**  
**as of Month Ended October 31, 2021**

**Monthly Cash Basis Receipts**

Month	Monthly Cash Basis Receipts			Comparisons	
	Restated 2019	Restated 2020	2021	Amount	Percent Change
January	\$ 1,402,207	\$ 1,279,211	\$ 1,050,773	\$ (228,439)	-17.86%
February	1,159,799	1,308,836	1,274,642	(34,194)	-2.61%
March	1,146,696	1,203,180	969,852	(233,328)	-19.39%
April	1,107,509	1,188,622	1,165,005	(23,617)	-1.99%
May	1,677,389	1,322,143	1,500,712	178,569	13.51%
June	1,276,454	1,055,625	1,483,710	428,085	40.55%
July	1,362,201	1,173,187	1,348,453	175,267	14.94%
August	1,048,472	1,380,013	1,099,319	(280,694)	-20.34%
September	1,130,140	1,288,708	1,252,593	(36,115)	-2.80%
October	1,257,232	1,101,184	1,220,898	119,715	10.87%
November	1,166,684	1,126,648	-		
December	1,120,588	1,164,709	-		
<b>Totals</b>	<b>\$ 14,855,372</b>	<b>\$ 14,592,066</b>	<b>\$ 12,365,957</b>	<b>\$ 65,248</b>	

**Year-to-Date Receipts**

Month	Year-to-Date Receipts			Comparisons	
	Restated 2019	Restated 2020	2021	Amount	Percent Change
January	\$ 1,402,207	\$ 1,279,211	\$ 1,050,773	\$ (228,439)	-17.86%
February	2,562,006	2,588,047	2,325,415	(262,632)	-10.15%
March	3,708,702	3,791,228	3,295,267	(495,961)	-13.08%
April	4,816,211	4,979,850	4,460,272	(519,578)	-10.43%
May	6,493,600	6,301,993	5,960,984	(341,009)	-5.41%
June	7,770,054	7,357,618	7,444,694	87,076	1.18%
July	9,132,255	8,530,805	8,793,147	262,342	3.08%
August	10,180,727	9,910,818	9,892,466	(18,352)	-0.19%
September	11,310,868	11,199,525	11,145,059	(54,466)	-0.49%
October	12,568,100	12,300,709	12,365,957	65,248	0.53%
November	13,734,784	13,427,357			
December	14,855,372	14,592,066			
<b>Totals</b>	<b>\$ 14,855,372</b>	<b>\$ 14,592,066</b>			

**2021 CITY OF KENT, OHIO**  
**Comparison of Income Tax Receipts from Kent State University**  
**(Excluding 0.25% Police Facility Receipts)**  
**as of Month Ended October 31, 2021**

<b>Monthly Receipts</b>				<b>Comparisons</b>	
<b>Month</b>	<b>Restated 2019</b>	<b>Restated 2020</b>	<b>2021</b>	<b>Amount</b>	<b>Percent Change</b>
January	\$ 430,635	\$ 449,516	\$ 423,565	\$ (25,951)	-5.77%
February	432,014	453,874	356,633	(97,241)	-21.42%
March	402,640	443,892	389,676	(54,216)	-12.21%
April	429,558	443,272	426,355	(16,918)	-3.82%
May	463,202	437,024	391,324	(45,700)	-10.46%
June	426,381	422,147	380,512	(41,635)	-9.86%
July	421,604	393,430	389,573	(3,857)	-0.98%
August	400,817	524,200	426,169	(98,030)	-18.70%
September	427,274	356,301	347,881	(8,421)	-2.36%
October	424,492	404,529	437,537	33,008	8.16%
November	444,039	420,605	-		
December	447,737	410,545	-		
<b>Totals</b>	<b>\$ 5,150,394</b>	<b>\$ 5,159,334</b>	<b>\$ 3,969,224</b>	<b>\$ (358,961)</b>	

<b>Year-to-Date Receipts</b>				<b>Comparisons</b>	
<b>Month</b>	<b>Restated 2019</b>	<b>Restated 2020</b>	<b>2021</b>	<b>Amount</b>	<b>Percent Change</b>
January	\$ 430,635	\$ 449,516	\$ 423,565	\$ (25,951)	-5.77%
February	862,649	903,390	780,198	(123,192)	-13.64%
March	1,265,289	1,347,282	1,169,874	(177,408)	-13.17%
April	1,694,847	1,790,555	1,596,229	(194,326)	-10.85%
May	2,158,050	2,227,579	1,987,553	(240,026)	-10.78%
June	2,584,431	2,649,726	2,368,064	(281,661)	-10.63%
July	3,006,035	3,043,155	2,757,637	(285,518)	-9.38%
August	3,406,852	3,567,355	3,183,806	(383,549)	-10.75%
September	3,834,126	3,923,656	3,531,687	(391,969)	-9.99%
October	4,258,618	4,328,185	3,969,224	(358,961)	-8.29%
November	4,702,657	4,748,789			
December	5,150,394	5,159,334			
<b>Totals</b>	<b>\$ 5,150,394</b>	<b>\$ 5,159,334</b>			

**2021 CITY OF KENT, OHIO**  
**Comparison of Income Tax Receipts from Kent State University**  
**(Excluding 0.25% Police Facility Receipts)**

**Comparisons of Total Annual Receipts for Previous Ten Years**  
**Restated**

<b>Year</b>	<b>Total Cash Basis Receipts</b>	<b>Percent Change</b>
2011	\$ 4,257,939	1.37%
2012	4,373,568	2.72%
2013	4,585,623	4.85%
2014	4,707,945	2.67%
2015	4,910,519	4.30%
2016	5,042,140	2.68%
2017	5,137,920	1.90%
2018	5,167,455	0.57%
2019	5,150,394	-0.33%
2020	5,159,334	0.17%

**2021 CITY OF KENT, OHIO**  
**Comparison of Income Tax Receipts**  
**Police Facility Dedicated Income Tax Receipts - 1/9 of Total ( 0.25% )**  
**as of Month Ended October 31, 2021**

<b>Monthly Receipts</b>				<b>Comparisons</b>	
<b>Month</b>	<b>Restated 2019</b>	<b>Restated 2020</b>	<b>2021</b>	<b>Amount</b>	<b>Percent Change</b>
January	\$ 175,276	\$ 159,901	\$ 131,347	\$ (28,555)	-17.86%
February	144,975	163,604	159,330	(4,274)	-2.61%
March	143,337	150,398	121,232	(29,166)	-19.39%
April	138,439	148,578	145,626	(2,952)	-1.99%
May	209,674	165,268	187,589	22,321	13.51%
June	159,557	131,953	185,464	53,511	40.55%
July	170,275	146,648	168,557	21,908	14.94%
August	131,059	172,502	137,415	(35,087)	-20.34%
September	141,268	161,088	156,574	(4,514)	-2.80%
October	157,154	137,648	152,612	14,964	10.87%
November	145,836	140,831	-		
December	140,073	145,589	-		
<b>Totals</b>	<b>\$ 1,856,921</b>	<b>\$ 1,824,008</b>	<b>\$ 1,545,745</b>	<b>\$ 8,156</b>	

<b>Year-to-Date Receipts</b>				<b>Comparisons</b>	
<b>Month</b>	<b>Restated 2019</b>	<b>Restated 2020</b>	<b>2021</b>	<b>Amount</b>	<b>Percent Change</b>
January	\$ 175,276	\$ 159,901	\$ 131,347	\$ (28,555)	-17.86%
February	320,251	323,506	290,677	(32,829)	-10.15%
March	463,588	473,903	411,908	(61,995)	-13.08%
April	602,026	622,481	557,534	(64,947)	-10.43%
May	811,700	787,749	745,123	(42,626)	-5.41%
June	971,257	919,702	930,587	10,884	1.18%
July	1,141,532	1,066,351	1,099,143	32,793	3.08%
August	1,272,591	1,238,852	1,236,558	(2,294)	-0.19%
September	1,413,858	1,399,941	1,393,132	(6,808)	-0.49%
October	1,571,012	1,537,589	1,545,745	8,156	0.53%
November	1,716,848	1,678,420			
December	1,856,921	1,824,008			
<b>Totals</b>	<b>\$ 1,856,921</b>	<b>\$ 1,824,008</b>			

**2021 CITY OF KENT, OHIO**  
**Comparison of Total Income Tax Receipts - Including Police Facility Receipts**  
**as of Month Ended October 31, 2021**

Month	Monthly Receipts			Comparisons	
	Restated 2019	Restated 2020	2021	Amount	Percent Change
January	\$ 1,577,483	\$ 1,439,113	\$ 1,182,119	\$ (256,994)	-17.86%
February	1,304,774	1,472,440	1,433,972	(38,468)	-2.61%
March	1,290,033	1,353,578	1,091,084	(262,494)	-19.39%
April	1,245,947	1,337,200	1,310,631	(26,569)	-1.99%
May	1,887,063	1,487,411	1,688,301	200,890	13.51%
June	1,436,011	1,187,578	1,669,174	481,596	40.55%
July	1,532,476	1,319,835	1,517,010	197,175	14.94%
August	1,179,531	1,552,514	1,236,734	(315,781)	-20.34%
September	1,271,408	1,449,796	1,409,167	(40,629)	-2.80%
October	1,414,386	1,238,832	1,373,511	134,679	10.87%
November	1,312,520	1,267,479			
December	1,260,661	1,310,298			
Totals	<u>\$ 16,712,293</u>	<u>\$ 16,416,075</u>	<u>\$ 13,911,702</u>	<u>\$ 73,404</u>	

Month	Year-to-Date Receipts			Comparisons	
	Restated 2019	Restated 2020	2021	Amount	Percent Change
January	\$ 1,577,483	\$ 1,439,113	\$ 1,182,119	\$ (256,994)	-17.86%
February	2,882,257	2,911,553	2,616,092	(295,461)	-10.15%
March	4,172,290	4,265,131	3,707,175	(557,956)	-13.08%
April	5,418,237	5,602,332	5,017,806	(584,525)	-10.43%
May	7,305,300	7,089,743	6,706,107	(383,636)	-5.41%
June	8,741,311	8,277,320	8,375,281	97,960	1.18%
July	10,273,787	9,597,155	9,892,291	295,135	3.08%
August	11,453,318	11,149,670	11,129,024	(20,645)	-0.19%
September	12,724,726	12,599,466	12,538,191	(61,275)	-0.49%
October	14,139,112	13,838,298	13,911,702	73,404	0.53%
November	15,451,632	15,105,777			
December	16,712,293	16,416,075			
Totals	<u>\$ 16,712,293</u>	<u>\$ 16,416,075</u>			



**City of Kent  
RITA Income Tax Analysis by Month compared to the Prior Year  
By Category Collected**

Calendar Month	Withholding	Change	%	Individual	Change	%	Net Profit	Change	%	Total	Change	%
Jan	\$ 1,047,391.21	\$ (163,677.07)	-13.52%	\$ 55,052.81	\$ (10,530.05)	-16.18%	\$ 51,717.42	\$ (83,002.91)	-61.61%	\$ 1,154,161.44	\$ (257,310.03)	-18.23%
Feb	\$ 1,179,003.37	\$ (68,297.44)	-5.48%	\$ 149,566.82	\$ 26,655.25	21.69%	\$ 59,884.67	\$ 30,358.15	102.82%	\$ 1,388,454.86	\$ (11,284.04)	-0.81%
March	\$ 1,050,186.96	\$ (152,131.53)	-12.65%	\$ 52,430.65	\$ (38,954.46)	-42.63%	\$ (46,111.68)	\$ (77,939.82)	-244.88%	\$ 1,056,505.93	\$ (269,025.81)	-20.30%
April	\$ 1,036,369.47	\$ (26,012.30)	-2.45%	\$ 141,024.52	\$ 6,829.65	5.09%	\$ 91,095.33	\$ (23,284.13)	-20.36%	\$ 1,268,489.32	\$ (42,466.78)	-3.24%
May	\$ 1,286,472.74	\$ 87,103.22	7.26%	\$ 199,007.75	\$ 34,980.38	21.33%	\$ 174,808.13	\$ 93,313.34	114.50%	\$ 1,660,288.62	\$ 215,396.94	14.91%
June	\$ 1,137,541.17	\$ 82,531.11	7.82%	\$ 276,050.81	\$ 191,360.68	225.95%	\$ 167,239.97	\$ 155,056.99	1272.73%	\$ 1,580,831.95	\$ 428,948.78	37.24%
July	\$ 1,079,334.54	\$ 13,683.45	1.28%	\$ 267,305.67	\$ 160,124.88	149.40%	\$ 143,224.55	\$ 22,981.59	19.11%	\$ 1,489,864.76	\$ 196,789.92	15.22%
August	\$ 1,077,439.43	\$ 36,336.26	3.49%	\$ 97,514.29	\$ (187,450.21)	-65.78%	\$ 19,399.02	\$ (175,358.09)	-90.04%	\$ 1,194,352.74	\$ (326,472.04)	-21.47%
Sept	\$ 1,239,125.07	\$ 33,386.31	2.77%	\$ 111,325.74	\$ 20,006.61	21.91%	\$ 14,232.33	\$ (31,834.22)	-69.10%	\$ 1,364,683.14	\$ 21,558.70	1.61%
Oct	\$ 973,397.37	\$ 29,040.98	3.08%	\$ 178,830.03	\$ 21,394.90	13.59%	\$ 181,609.73	\$ 85,016.77	88.02%	\$ 1,333,837.13	\$ 135,452.65	11.30%
Nov		\$ (1,036,698.75)	-100.00%		\$ (101,350.31)	-100.00%		\$ (90,786.25)	-100.00%		\$ (1,228,835.31)	-100.00%
Dec		\$ (1,191,558.94)	-100.00%		\$ (34,110.05)	-100.00%		\$ (37,524.73)	-100.00%		\$ (1,263,193.72)	-100.00%
	\$ 11,106,261.33	\$ (2,356,294.70)	-17.50%	\$ 1,528,109.09	\$ 88,857.27	6.17%	\$ 857,099.47	\$ (133,003.31)	-13.43%	\$ 13,491,469.89	\$ (2,400,440.74)	-15.10%
										Check \$ 13,491,469.89	\$ (2,400,440.74)	

**City of Kent  
RITA Income Tax Analysis by Month compared to the Prior Year  
By Category Collected**

Calendar Month	Withholding	Change	%	Individual	Change	%	Net Profit	Change	%	Total	Change	%
Jan	\$ 1,211,068.28	\$ 61,920.16	5.39%	\$ 65,682.86	\$ (30,285.40)	-31.56%	\$ 134,720.33	\$ (171,023.91)	-55.94%	\$ 1,411,471.47	\$ (139,389.15)	-8.99%
Feb	\$ 1,247,300.81	\$ 113,607.97	10.02%	\$ 122,911.57	\$ (2,352.13)	-1.88%	\$ 29,526.52	\$ 25,383.37	812.66%	\$ 1,399,738.90	\$ 136,639.21	10.82%
March	\$ 1,202,318.49	\$ 97,118.68	8.79%	\$ 91,385.11	\$ (29,665.64)	-24.51%	\$ 31,828.14	\$ 14,619.89	84.96%	\$ 1,325,531.74	\$ 82,072.93	6.60%
April	\$ 1,062,381.77	\$ 24,831.97	2.39%	\$ 134,194.87	\$ 3,536.23	2.71%	\$ 114,379.46	\$ 63,075.78	122.95%	\$ 1,310,956.10	\$ 91,443.98	7.50%
May	\$ 1,199,369.52	\$ (77,737.25)	-6.09%	\$ 164,027.37	\$ (179,534.62)	-52.26%	\$ 81,494.79	\$ (126,996.82)	-60.91%	\$ 1,444,891.68	\$ (384,268.69)	-21.01%
June	\$ 1,055,010.06	\$ (69,589.03)	-6.19%	\$ 84,690.13	\$ (115,029.91)	-57.60%	\$ 12,182.98	\$ (49,191.45)	-80.15%	\$ 1,151,883.17	\$ (233,810.39)	-16.87%
July	\$ 1,065,651.09	\$ (119,927.27)	-10.12%	\$ 107,180.79	\$ (87,085.09)	-44.83%	\$ 120,242.96	\$ (4,053.57)	-3.26%	\$ 1,293,074.84	\$ (211,065.93)	-14.03%
August	\$ 1,041,103.17	\$ (1,980.07)	-0.19%	\$ 284,964.50	\$ 243,566.93	588.56%	\$ 194,757.11	\$ 129,679.72	199.27%	\$ 1,520,824.78	\$ 371,266.58	32.30%
Sept	\$ 1,205,738.76	\$ 72,817.41	6.43%	\$ 91,319.13	\$ 5,588.31	6.52%	\$ 46,066.55	\$ 26,991.50	141.50%	\$ 1,343,124.44	\$ 105,397.22	8.52%
Oct	\$ 944,356.39	\$ (153,264.70)	-13.96%	\$ 157,435.13	\$ 12,335.43	8.50%	\$ 96,592.96	\$ (40,809.37)	-29.70%	\$ 1,198,984.48	\$ (181,738.64)	-13.17%
Nov	\$ 1,036,698.75	\$ (97,714.86)	-8.61%	\$ 101,250.31	\$ 8,200.62	8.80%	\$ 90,786.25	\$ 49,354.48	119.12%	\$ 1,228,835.31	\$ (40,159.76)	-3.16%
Dec	\$ 1,191,558.94	\$ 39,831.67	3.46%	\$ 34,110.05	\$ 5,948.77	21.12%	\$ 37,524.73	\$ 56,612.41	-296.59%	\$ 1,263,193.72	\$ 102,292.85	8.82%
	\$ 13,462,556.03	\$ (110,085.32)	-0.81%	\$ 1,439,251.82	\$ (164,776.50)	-10.27%	\$ 990,102.78	\$ (26,357.97)	-2.59%	\$ 15,891,910.63	\$ (301,219.79)	-1.86%
										Check \$ 15,891,910.63	\$ (301,219.79)	