



Committee of the Whole

1. Board and Commission Vacancy Applications (Amy)

Amy has requested Committee of the Whole time to provide Council an opportunity to review the applications for the candidates interested in vacancies on City Boards and Commissions.

Administration Recommendation

Review the candidates.

Council Actions

Review the candidates, no further action is required.

2. City Boards and Commissions Policy Discussions (Hope, Amy)

Hope and Amy have requested Committee of the Whole time to present some suggestions to Council that they believe will streamline the process and clarify the roles of Board and Commission members. (attachment)

Administration Recommendation

Amy and Hope have researched peer city Boards and Commission practices and they have a couple of initial suggestions that they would like to present to Council for discussion. I recommend Council receive the staff report and direct staff accordingly.

Council Actions

Receive the staff report and direct staff accordingly.

3. City Administration Building Design Update (Melanie)

Melanie has requested Committee of the Whole time to present the latest renderings received from the architect for the new City Administration Building to Council. The functional space layout and design of the interior and exterior is essentially complete and Melanie will review those items with Council prior to discussing the need to select the color and style of brick, carpeting, trim, etc. (Melanie plans to email building images to you separately)

Administration Recommendation

With interest rates at record lows, Rhonda is anxious to get this project out to the bond market so we are working to accelerate these final aspects of design in order to take advantage of the unprecedented low cost of borrowing. I recommend Council receive the staff report.

Council Actions

Receive the staff report and direct staff accordingly.





Committee of the Whole (continued)

4. Kent City School Request to Withdraw from Civil Service (Hope, Suzanne)

Hope and Suzanne have requested Committee of the Whole time to present the request received from the Kent City Schools for a Council resolution authorizing the School system to withdraw from the use of Civil Service for the hiring of employees. (attachment)

Administration Recommendation

It appears that Kent City Schools have taken the steps necessary to withdraw from the use of Civil Service for employee hiring, and as such, I recommend Council's support for a resolution officially dissolving the relationship with Kent City Schools to use the City's Civil Service Commission and staff for hiring purposes.

Council Actions

Authorize a resolution enabling Kent City Schools to withdraw their participation in the City's Civil Service process as presented.

Community Development Committee

1. Agreement with Brownfield Restoration Group (Bridget, Dave)

Bridget has requested Community Development Committee time to request Council's authorization to enter into a contract with the Brownfield Restoration Group (up to \$25,000) to complete remediation work begun by the City in 2003 to remove underground storage tanks that were located at 301 West Main Street (former World Imports property) as part of the West River revitalization and redevelopment. (attachment)

Administration Recommendation

The City began the work in 2003 and shared progress reports with the State Bureau of Underground Storage Tanks in 2007, 2009 and 2011 and the final remediation work is now required to complete the project. I recommend Council's authorization.

Council Actions

Authorize the contract with the Brownfield Restoration Group in the amount up to \$25,000 as presented.

2. Proposed new CRA II Agreement with Montrose Mazda (Tom)

Tom has requested Community Development Committee time to present a request from the owner of the Montrose Mazda property for a new CRA II Agreement that would support their plans to invest \$5.85 million in the upgrade of the Mazda dealership on West Main Street. If approved, the CRA II Agreement would allow the applicant to receive a 50% reduction in real property taxes resulting from the property improvements for 12 years.

Administration Recommendation

Tom has been working with the applicant and with the project increasing the value of the property and expanding the inventory capacity of cars on the property, I recommend Council's support.

Council Actions

Authorized the proposed new CRA II Agreement with Montrose Mazda as presented.

**BROWNFIELD
RESTORATION
GROUP, LLC**





Health & Safety Committee

1. Proposed "Health Equity in All Policies" (Joan)

In response to the Health Board's recent declaration of racism as a public health crisis, Joan has requested Health & Safety Committee time for Council's consideration of adopting a "Health Equity in All Policies" (HEAP) approach. The HEAP approach takes a broader view of what creates positive health outcomes, e.g. transportation, housing, education, public safety or environmental protection. The City can begin to address these factors by taking a "health in all policies" (HiAP) approach that encourages working across departments to implement policies that broadly affect health in a variety of ways. (attachment)

Administrative Recommendation

I recommend Council's support for adopting a HEAP approach to public health in the City of Kent.

Council Actions

Authorize the adopting of a HEAP strategy for ensuring positive health outcomes in the City of Kent.

Land Use Committee

1. Proposed Parcel Donation on Fairchild Avenue to Kent Parks and Rec (Kevin)

Kevin has requested Land Use Committee time to present an offer from TransOhio properties to donate a parcel of property (.377 acres) adjacent to the Forest Lakes Recreational Area to Kent Parks and Recreation. Kevin estimates the value of the land donation at approximately \$10,000. (attachment)

Administration Recommendation

The parcel appears to extend the potential parkland available in the Forest Lakes Recreational Area and I recommend Council's support to accept the parcel donation on behalf of Kent Parks and Recreation.

Council Actions

Authorize the acceptance of the proposed land donation as presented.

Finance Committee

1. Renewal of the School Resource Officer Position(Nick)

Nick has requested Finance Committee time to present a request to renew the City-Kent Schools agreement for the use and funding of a School Resource Officer position in the 2020-21 academic year. (attachment)

Administration Recommendation

In light of the impact of Covid-19 on school attendance, the School Resource Officer agreement has been modified to clarify that Kent City Schools will pay for the presence of a City Police Officer whenever the high school is in session but days when students are required to work remotely, the Officer will work routine City patrol functions and would be paid for that time using City funds. This is a popular safety program and I urge Council's renewal of the agreement.

Council Actions

Authorize the renewal of the School Resource Officer as presented.





Finance Committee (continued)

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.

3. 2020 Budget Appropriations Amendment

Rhonda has been working with the department heads to reconcile the approved 2020 budget line items and she 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 appropriations amendments.

Council Actions

Approve the 2020 budget appropriations amendments as presented.

Information Items

1. Kent Police Statistics

Chief Shearer has provided a copy of the police statistics report for June 2020. In 2020 calls for service are down 25% (1662 calls); traffic citations are down 43% (127 tickets); accident incidents are down 27% (30 incidents) and serious crimes are down 66 % (1 case). (attachment)

2. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for June 2020. Permit revenues were \$19,413.36 for April with the most permits being issued for HVAC Residential (26 permits). There were 25 code enforcement items in June. (attachment)

3. Main Street Quarterly Reports

Heather Malarcik has shared copies of the quarterly Main Street Kent report for April thru June 2020. If you read through the reports you'll see budget information for the first half of 2020, as well as a listing of the community events sponsored by Main Street during the second quarter of 2020. (attachment)