



Committee of the Whole

1. IT Update, Transition to Microsoft Office 365 (Nick)

The City IT Director has requested Committee time to provide Council with an update on the City's transition to Microsoft Office 365. This discussion will include providing Council members with a new email address and scheduling training as necessary to get comfortable with the Microsoft format.

Administration Recommendation

Receive the staff report, no action is necessary.

Council Action

Receive the staff report.

2. Update the Pending List for 2023

The staff have reviewed the pending list items and we would like Committee time to review the status of those items and request Council's consideration to remove completed items where appropriate. (attachment)

Administrative Recommendation

Review the pending list items and authorize the modifications as presented.

Council Action

Authorize and amend the pending list as appropriate.

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

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

Administrative Recommendation

Receive the staff update, no action is necessary.

Council Action

Receive the staff update.

Health & Safety Committee

1. Fire Department Services Update (Chief Myers)

Chief Myers has requested Committee time to provide an update on Fire Department services, new initiatives, and plans heading into 2023.

Administration Recommendation

Receive the staff report, no action is necessary.

Council Action

Receive the staff report, no action is necessary.



Health & Safety Committee (continued)

2. Ohio HB513, Health Board Opposition (Joan)



Joan requested Committee time to present the Kent Health Board's statement in opposition to the final passage of HB513 which would remove the authority of local jurisdictions to limit the sale of flavored tobacco in their community. Joan indicates that the Bill has passed the legislature and is waiting on the Governor's signature for final approval. (attachment)

Administration Recommendation

In light of Kent City Council's passage of a local retail licensing -- and before that the "Tobacco 21" law, Joan is hoping that Council will authorize a public statement in opposition to the passage of HB513 as part of a statewide effort to urge the Governor to veto the bill. I recommend Council's support for Joan's request.

Council Action

Receive the staff report, and authorize the staff to send a letter on behalf of City Council urging the Governor to veto HB513, with the emergency clause.

3. Police Department Animal Control Services Update (Chief Shearer)



Nick has asked for Committee time to provide follow up information requested by Council (on the Pending List) in response to a Councilmember question asking whether the City's Animal Control Officers had the equipment necessary to perform their duties. (attachment)

Administration Recommendation

Receive the staff report, no action is necessary.

Council Action

Receive the staff report, no action is necessary.

Finance Committee

1. Renewal of the City IT Services Contract with Quality IP (Nick Cecil)

Nick has asked for Committee time to request Council's approval to renew the amended IT Services with Quality IP. Council's approval of the new IT Tech position on staff for 2023 has allowed us to reduce the cost of the 3-year IT Service contract with Quality IP. (attachment)



Administration Recommendation

The City depends upon the additional expertise provided by Quality IP for the management of the City's IT systems and I recommend Council's support to renew the amended IT Service Contact as presented.

Council Action

Authorize the renewal of the IT Services contract with Quality IP as presented, with the emergency clause.

Information Items

1. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for September 2022. Permit revenues were \$15,842.94 for September with the most permits being issued for Residential Plumbing (27 permits). There were 9 code enforcement items for the month. (attachment)

Information Items (continued)

2. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for October 2022. Permit revenues were \$3,415.86 for October with the most permits being issued for Residential HVAC (10 permits). There were 10 code enforcement items for the month. (attachment)

3. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for November 2022. Permit revenues were \$5,517.38 for November with the most permits being issued for Residential Plumbing (35 permits). There were 7 code enforcement items for the month. (attachment)

4. Fire Incident Reports

Chief Myers has provided a copy of the fire and emergency medical services report for October 2022. In 2022 YTD calls for fire service are up 30.7% (293 calls) for October compared with YTD 2021; fire mutual aid assistance remains up for the YTD by 3 calls (at 13) in 2022 as compared to 2021; and EMS responses are up 6.5% (200 calls) for 2022, compared to YTD 2021. (attachment)