



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: June 23, 2021
TO: Dave Ruller, City Manager
FROM: Bridget Susel, Community Development Director *B.S.*
RE: Garage Sale Penalty Amendment

The provisions regulating garage and yard sale operations are specified in KCO 769. The penalty for noncompliance with these requirements is currently a minor misdemeanor offense, which require the City to address such violations through the filing of a court action.

The Community Development Department is responsible for responding to resident complaints regarding alleged garage and yard sale regulation violations and in order to address such concerns in a more expeditious manner, the Community Development and Law Departments are requesting that the penalty be changed to a civil offense violation, as specified in KCO 501.13, which utilizes the issuance of civil fines for findings of noncompliance.

I am respectfully requesting time at the July 7, 2021 Council Committee meeting to discuss this item in greater detail and to request Council's authorization, with emergency, to amend Section "769.03 Penalty" from its current minor misdemeanor status to a civil offense, as specified in "Section 501.13 Civil Offenses."

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

Thank you.

Attachment

Cc: Hope Jones, Law Director
Eric Fink, Assistant law Director
Amy Wilkens, Clerk of Council

CHAPTER 769

Garage Sales

769.01 Definitions.

769.02 Duration and hours of sales.

769.03 Penalty.

769.01 DEFINITIONS.

As used in this chapter, "garage sale" means any casual sale to the public, from the premises of an owner or occupier of property not zoned for commercial use, of personal property, and includes any sale denominated as a garage sale, lawn sale, basement sale, attic sale, rummage sale, porch sale, or such other term for a casual sale.

(Ord. 2003-69. Passed 5-7-03.)

769.02 DURATION AND HOURS OF SALE.

No garage sale shall be of a duration longer than three days in length in a thirty-day period (There must be thirty days between each sale at the same location) and shall be held only between the hours of 8:00 a.m. and 6:00 p.m. Items for sale, display signs and other material relating to the sales shall be removed from public view not later than 8:00 p.m. on the last day of sale. (Ord. 2003- 69. Passed 5-7-03.)

769.03 PENALTY.

~~Whoever violates any provision of Chapter 769 shall be guilty of a minor misdemeanor on the first offense. If the offender has been previously convicted of violating this chapter within two years, the offender shall be guilty of a misdemeanor of the fourth degree.~~

~~(Ord. 2003-69. Passed 5-7-03.)~~

Any violation of this Section is subject to the Civil Offense requirements specified in Section 501.13 of the Codified Ordinances.



CITY OF KENT, OHIO

DEPARTMENT OF PUBLIC SERVICE

MEMO

TO: Dave Ruller, City Manager
Council

FROM: Melanie A. Baker, Service Director

DATE: 6/9/2021

SUBJECT: Portage County Emergency Management Agency
2021 Multi-Jurisdictional Hazard Mitigation Plan

Please find attached the letter received from Portage County in reference to the request to approve the Portage County 2021 Multi-jurisdiction Hazard Mitigation plan.

This was a County wide planning process that was started at the end of 2019 and carried into early 2020 with final meetings taking place via zoom due to Covid.

This was a joint effort by Fire Chief Tosko, Police Chief Shearer, Health Commissioner, Joan Seidel, and myself. We reviewed the past Hazard Mitigation plan dating back to 2015 as well as a few older plans. We looked at all the hazards that pertain to the City such as flooding, natural disasters such as tornados, and high winds, storms, extreme temperatures, wildfires, earthquakes, and manmade / health disasters such as epidemics and hazard materials.

We worked diligently and identified areas that we as a City felt were important to focus on in the next 5 years.

In the midst of Covid, we realized the need for NIMS training for all employees should be a focus. This NIMS training is required for reimbursements of FEMA and other agencies. We also felt it was important to get this education to other jurisdictions and the County as a whole. So, we recommended looking at joint meetings for NIMS trainings across our departments as well as other local jurisdictions.

We felt it was important to look at mutual aid to other jurisdictions and what does that mean for each department? (Fire, Police, Service, Health, etc.) The Fire and Police Departments currently have state wide agreements in place and or local agreements in place, allowing for mutual aid and coverage of costs, equipment, etc. The Service department does not have such a program or agreements. It was suggested that perhaps Portage County could head that up and assist with compiling lists of equipment and personnel throughout the county that are available for such disasters and how we could work with the County and local jurisdictions should disasters occur.

We also felt it was important for us as a City to look at what options we have for notification to residents of disasters. Such things discussed sirens, swift reach, Facebook, social media, etc.

All of these items were incorporated into this County Plan along with many others. In order for Kent to be eligible for future funding from FEMA and other disaster agencies we must approve and accept this plan to be covered under the County's jurisdiction.

We support the County on this plan and are looking for Council's support and passage of this legislation.



Board of Commissioners

Sabrina Christian-Bennett, President
Anthony J. Badalamenti, Vice President
Vicki A. Kline, Board Member

Office of Homeland Security & Emergency Management
Ryan Shackelford, Director

March 8, 2021

The Honorable Jerry Fiala
Mayor of Kent City
320 S Depeyster Street
Kent, Ohio 44240

Dear Mayor Fiala,

On February 22, 2021, the Portage County Office of Homeland Security and Emergency Management Agency was notified that the 2021 Portage County Multi-Jurisdictional Hazard Mitigation Plan has received approval from the Federal Emergency Management Agency (FEMA) and that all jurisdictions should proceed with adoption. The Portage County Board of Commissioners executed Resolution No. 21-0147 to promulgate the plan on March 4, 2021. All interested jurisdictions must formally adopt the plan if they wish to be eligible for future project grant funding from FEMA.

To be included in this program, kindly forward documentation of plan adoption to: Portage County Office of Homeland Security and Emergency Management Agency, Attn: Patricia Corley, 8240 Infirmary Rd. (Justice Center), Ravenna, Ohio 44266. The updated 2021 Multi-Jurisdictional Hazard Mitigation Plan can be accessed on the project's website at <http://burtonplanning.com/Portage-HMP>.

Future processes will include tracking identified risks, identifying new risks, and accomplishing the mitigation projects within. Mitigation is our ability to significantly lessen the impacts of specific hazards within our communities. Thank you for your community's commitment to disaster preparedness. If you have any questions, please feel free to contact me at (330) 297-3607.

Sincerely,

A handwritten signature in black ink that reads "Ryan Shackelford".

Ryan Shackelford, Director

/pc
Enclosures: Resolution No. 21-0147 /Sample adoption language



RESOLUTION NO. 21-0147

RE: ADOPT THE 2021 PORTAGE COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE.

It was moved by Anthony J. Badalamenti, seconded by Vicki A. Kline that the following Resolution be adopted:

WHEREAS, in October of 2000, the President of the United States signed into law the "Disaster Mitigation Act of 2000" (Public Law 106-390) to amend the "Robert T. Stafford Disaster Relief and Emergency Act of 1988" which among other provisions requires local governments to adopt a mitigation plan in order to be eligible for hazard mitigation funding; and

WHEREAS, the latest Portage County Multi-Jurisdictional Hazard Mitigation Plan was approved by the Portage County Board of Commissioners by Resolution 16-0214 on March 8, 2016; and

WHEREAS, federal mitigation planning regulations require local mitigation plans to be updated and resubmitted to the Federal Emergency Management Agency (FEMA) for approval every five years in order to continue eligibility for hazard mitigation assistance programs; and

WHEREAS, Portage County Office of Homeland Security and Emergency Management Agency with the assistance of the Burton Planning Services, LLC and the Portage County Mitigation Planning Committee held public planning meetings from February 2020 through July 2020 to review and revise the Portage County Multi-Jurisdictional Hazard Mitigation Plan as required by law; and

WHEREAS, during the revision process of the Portage County Multi-Jurisdictional Hazard Mitigation Plan, the Portage County Office of Homeland Security and Emergency Management Agency together with diverse stakeholders within the jurisdictions has identified and submitted mitigation goals and actions to reduce or eliminate long-term risk to people and property within Portage County from the impacts of future hazards and disasters; and

WHEREAS, on February 22, 2021, the Portage County Office of Homeland Security and Emergency Management Agency was notified that the Portage County Multi-Jurisdictional Hazard Mitigation Plan has received approval from the Federal Emergency Management Agency (FEMA) and that all jurisdictions should proceed with adoption; now, therefore, be it

RESOLVED, the Portage County Board of Commissioners approves and adopts the 2021 Portage County Multi-Jurisdictional Hazard Mitigation Plan update as presented by the Portage County Office of Homeland Security and Emergency Management Agency; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

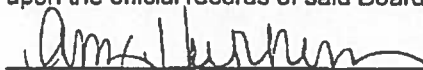
Roll call vote as follows:

Anthony J. Badalamenti, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

I, Clerk of the Board of County Commissioners do hereby certify that the foregoing is a true and correct copy of a resolution of the Board of County Commissioners of Portage County duly adopted March 4, 2021 and appearing upon the official records of said Board, Volume 95.



Clerk, Portage County Board of Commissioners

SAMPLE RESOLUTION NO.

**A RESOLUTION OF THE (INSERT LOCAL JURISDICTION)
AUTHORIZING THE ADOPTION OF THE
PORTAGE COUNTY MULTI-JURISDICTIONAL
HAZARD MITIGATION PLAN**

- WHEREAS,** all of Portage County has exposure to natural, technological, and human caused hazards that pose a risk to life, property, environment and the County's economy; and
- WHEREAS,** pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and
- WHEREAS,** The Disaster Mitigation Act of 2000 (Public Law 106-390) requires state, counties, towns, special districts and other jurisdictions to have a hazard mitigation plan; and
- WHEREAS,** the multi-jurisdictional hazard mitigation plan must be updated every five years to maintain eligibility for pre- and post- disaster Hazard Mitigation Grant funds administered by the Federal Emergency Management Agency (FEMA); and
- WHEREAS,** on February 22, 2021, the Portage County Office of Homeland Security and Emergency Management Agency was notified that the updated Portage County Multi-Jurisdictional Hazard Mitigation Plan has received approval from the Federal Emergency Management Agency (FEMA) and that all jurisdictions should proceed with adoption;

NOW, THEREFORE, BE IT RESOLVED that the (INSERT LOCAL JURISDICTION):

- 1) Adopts in its entirety, the Portage County Multi-Jurisdictional Hazard Mitigation Plan as the jurisdiction's Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan pertaining to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Portage County Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

Roll call vote was as follows:

I, (INSERT NAME) do hereby certify that the foregoing is a true and correct copy of a resolution of the (INSERT LOCAL JURISDICTION) duly adopted (INSERT DATE).

(INSERT NAME)

MEMORANDUM
DEPARTMENT OF COMMUNITY DEVELOPMENT
City of Kent

Date: June 16, 2021

To: Dave Ruller, City Manager

From: Tim Sahr, Development Engineer

Re: Zoning Map Amendment
Parcel # 45-004-00-00-053-000 (Corner of SR 43 and SR 261)
From C: Commercial to C-R: Commercial High Density Multifamily Residential

Copy: Hope Jones, Law Director
Bridget Susel, Director of Community Development
Eric Fink, Assistant Law Director
Amy Wilkens, Clerk of Council
Melanie Baker, Service Director
James Bowling, City Engineer
file

I hereby respectfully request City Council Committee agenda time on July 7, 2021 for Council to consider a zoning map amendment of parcel #45-004-00-00-053-000 (Corner of SR 43 and SR 261) from C: Commercial Zoning District (CH 1141) to C-R: Commercial High Density Multifamily Residential Zoning District (CH1145). On May 4, 2021 the Planning Commission voted 3-1 to recommend that City Council amend the zoning map.

A public hearing regarding this matter is to be held prior to the July 7, 2021 Council Committee session per the notice publicized in the Record Courier. Please schedule this item for Land Use Committee review by Kent City Council.

A copy of the proposed amendment is attached.

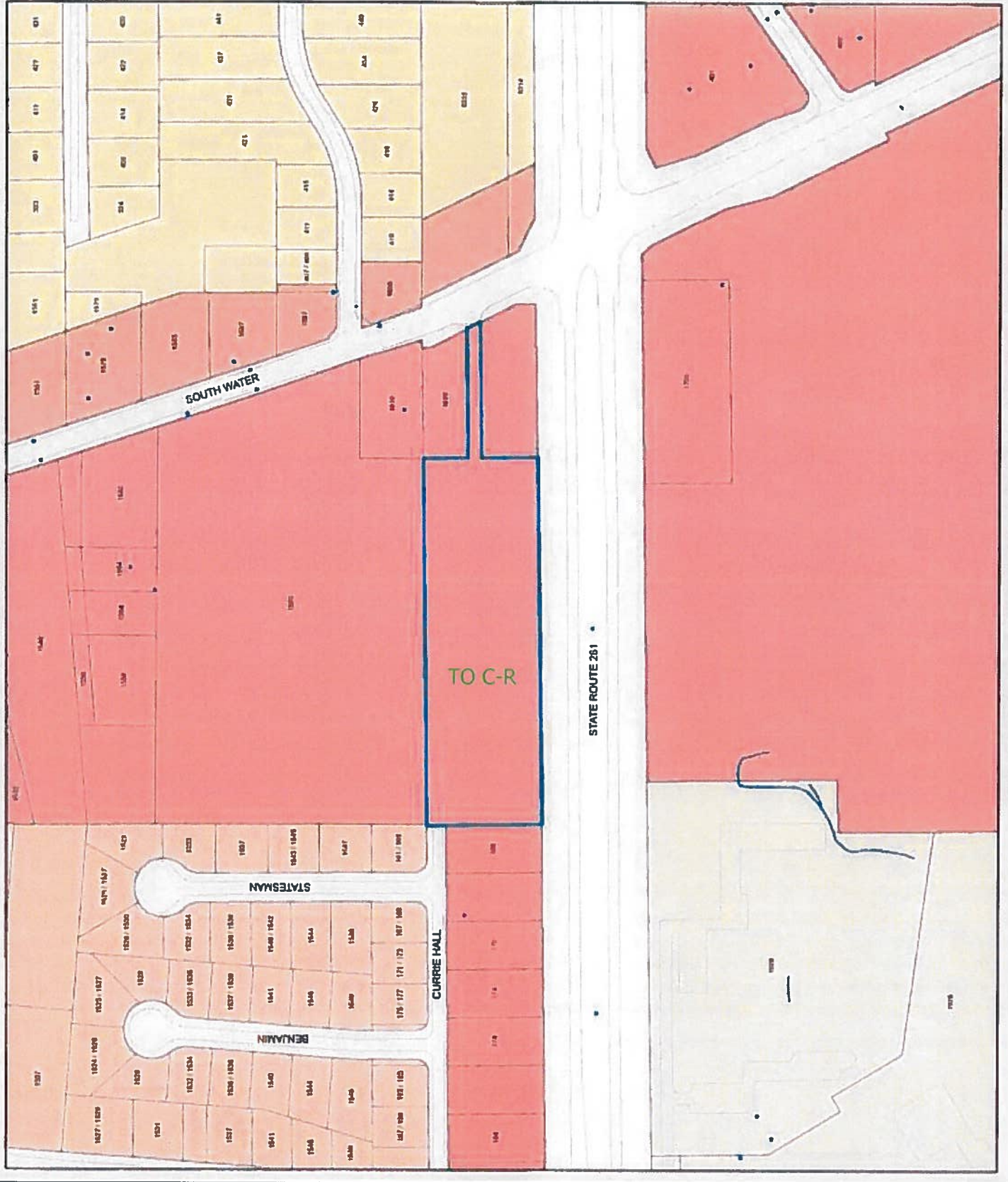
PC21-010
SR 43 & SR 261

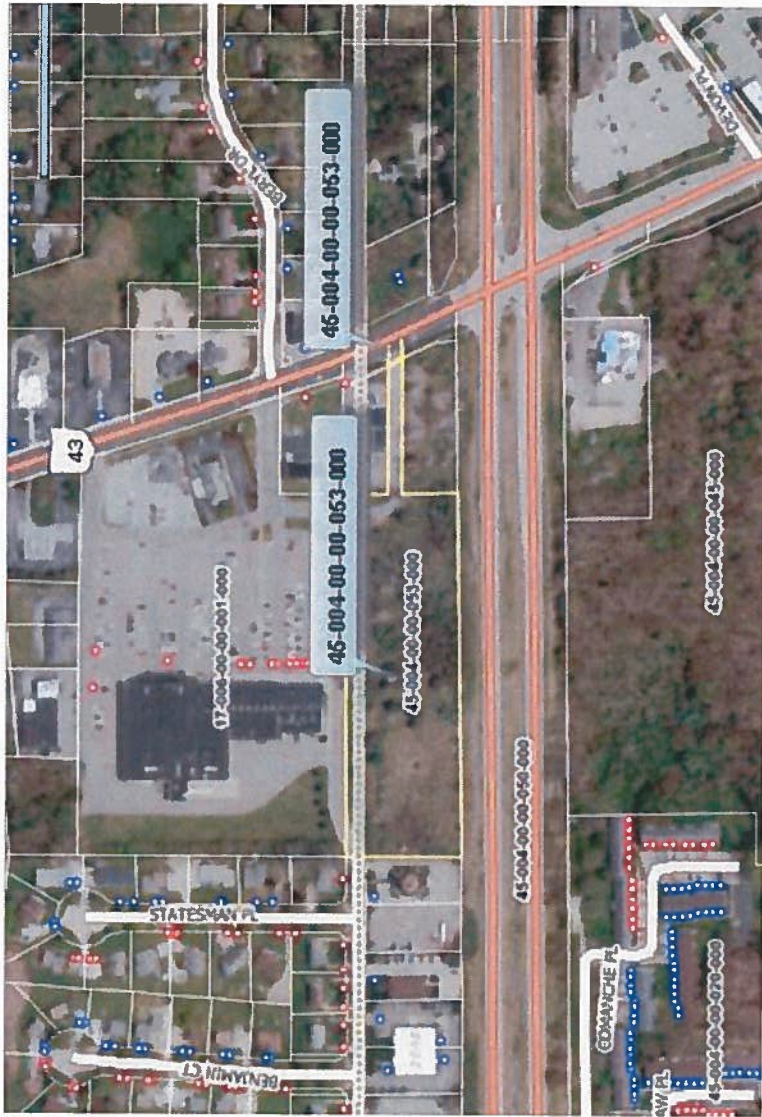
Legend
Zoning District

Light Yellow	R-1
Light Orange	R-3
Orange	R-4
Dark Orange	R-C
Red	C



80 40 0 80 Feet







CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: May 4, 2021
TO: Kent City Planning Commission
FROM: Tim Sahr, P.E., Development Engineer
RE: Staff Report for the May 4, 2021 Planning Commission Meeting

CASE NO: PC21-010 State Route 43 & 261
APPLICANT: Triway Investment Properties LTD (MVAH)
SITE LOCATION: Intersection of South Water St. and State Route 261 (Parcel ID: 45-004-00-00-053-000)
APPLICABLE CODE SECTIONS: Chapter 1111, 1141, and 1145 of the Kent Codified Ordinance (KCO)

ANALYSIS:

The applicant is requesting an amendment to the City of Kent Zoning Districts Map in accordance with 1111.02(d) to amend the zoning map to rezone a 4.47 acre parcel from its current C: Commercial classification to the C-R: Commercial High Density Multifamily Residential classification.

The Planning Commission must consider that any of the uses, permitted or conditionally permitted, in the C-R: Commercial High Density Multifamily Residential Zoning District may be built on this parcel. The current uses for the C: Commercial Zoning District and the uses for the proposed C-R: Commercial High Density Multifamily Residential Zoning District are included herewith:

CURRENT

C: Commercial (Chapter 1141)

(A) Permitted Uses:

- (1) Establishments engaged primarily in the fields of finance, insurance and real estate, such as:
 - (a) Bank, but not including drive in facilities.
 - (b) Credit agency other than a bank.
 - (c) Investment firm.
 - (d) Insurance carrier.
 - (e) Real estate and insurance company.
 - (f) Investment company.
- (2) Establishments engaged in providing a variety of services to individuals and business establishments, such as:
 - (a) Personal services such as barber and beauty shops, tailor, dressmaker, shoe repair, laundries and dry cleaning.
 - (b) Miscellaneous business services such as advertising news syndicates and employment agencies.
 - (c) Medical and other health services; clinic.
 - (d) Engineering and architectural services.
 - (e) Legal services.
 - (f) Accounting, auditing and bookkeeping services.
 - (g) Nonprofit, professional, charitable and labor organizations.
 - (h) General, professional, administrative or business offices.
 - (i) Printing.
- (3) Establishments engaged in retail trade, such as:
 - (a) Drug Store.
 - (b) Book and stationery store.
 - (c) Apparel store.
 - (d) Florist.
 - (e) Antique store.
 - (f) Sporting goods store.
 - (g) Jewelry store.
 - (h) Optical goods store.
 - (i) Furniture, home furnishings and office equipment and office supplies store.
 - (j) Beverages including liquor.
 - (k) Restaurant.
 - (l) Gift shop.

- (m) Food sales, including supermarket.
 - (n) Preparation and processing of food and drink to be retailed on the premises, such as bakery, meat market and delicatessen.
 - (o) Sale of clothing and apparel; shoe and variety store; art, photo, stationery, notion, hobby, toy, book, music, floral, jewelry, gift sales and interior decorating offices.
 - (p) Retail sale of hardware, paint, floor coverings, wall paper, materials and objects for interior decorating, auto accessories and repair of household appliances and bicycles.
 - (q) Retail sale of furniture, appliances, drapery, carpeting and other major household articles.
 - (r) Cultural, educational or religious facilities.
- (4) Accessory uses clearly incidental to the principal uses permitted on the same premises.
 - (5) Other uses similar in character to those listed above.
 - (6) Signs as regulated by Chapter [1165](#).

(B) Conditionally Permitted Uses: The Planning Commission may issue Conditional Zoning Certificates for uses listed herein, subject to the general requirements of Chapter [1113](#) and to the specific requirements of Chapter [1171](#) referred to below:

- (1) Amusement and recreation but excluding drive in theaters subject to Section [1171.01](#)(2), (5), (7), (9), (11) and (39).
- (2) Passenger transportation agency and terminal subject to Section [1171.01](#)(2), (3), (5), (7), (8), (9), (11), (16) and (39).
- (3) Plant greenhouse and garden supply sales subject to Section [1171.01](#)(2), (3), (5), (7), (9), (11), and (39).
- (4) Hotel or motel; tourist home subject to Section [1171.01](#)(2), (5), (7), (9) and (39).
- (5) Parking lot or garage subject to Section [1171.01](#)(2), (3), (5),(9),(11) and (40).
- (6) Radio or television broadcasting station, not including transmission towers subject to Section [1171.01](#)(2), (3), (9) and (11).
- (7) Funeral home or mortuary subject to Section [1171.01](#)(2), (3), (5), (9),(11) and (39).
- (8) Monument sale and display subject to Section [1171.01](#)(2), (3), (5), (9) and (11).
- (9) Automobile, truck, trailer, boat and farm implement sales and services, and storage, both new and used subject to Section [1171.01](#)(2), (3), (5), (7), (9), (11), (39), and (41).
- (10) Tool and equipment rental subject to Section [1171.01](#)(2), (3), (5), (9) and (11).
- (11) The following uses may be conducted not closer than fifty (50) feet of any R District. Where the C District abuts upon but is separated from the R District by a street, the width of the street may be considered as part of the required setback.

- (a) Carpenter, cabinet, upholstering, sheet metal, plumbing, heating, roofing, air conditioning, sign painting, painting and other similar establishments.
- (b) Repair services for machinery and equipment including repair garages and specialty establishments such as motor, body and fender, radiator, motor tune-ups, muffler shops, tire repairing sales and service including vulcanizing.
- (c) Dance studio and school, bowling alley and motion picture and theatrical playhouse.

These uses shall be subject to Section [1171.01](#)(2), (5), (9), (11), (39) and (41).

- (12) Governmentally owned and/or operated buildings and facilities subject to Section [1171.01](#)(3) and (17).
- (13) Planned, integrated commercial developments subject to Section [1171.01](#)(29).
- (14) Clubs, lodges, fraternal, charitable or social organizations, but expressly excluding fraternity and sorority houses, and subject to Section [1171.01](#)(3), (4) and (5).
(Ord. 2006-112. Passed 09-20-06)
- (15) Drive in banking facilities subject to Section [1171.01](#)(5).
- (16) Gasoline service stations subject to Section [1171.01](#)(5), (7), (23) and (41).
- (17) Auto laundry subject to Section [1171.01](#) (3),(5),(7),(23) and (34).
- (18) Public utility right of ways and pertinent structures subject to Section [1171.01](#)(10).
- (19) Temporary buildings and uses incidental to construction work subject to Section [1171.01](#)(17) and (24).
- (20) Truck servicing, including the provisions of fuel, food and sleeping rooms subject to Section [1171.01](#)(27).
- (21) Truck or transfer terminals and motor freight garages but excluding warehousing subject to Section [1171.01](#)(45).
(Ord. 1985-26. Passed 5- 15-85.)
- (22) Open air markets subject to Section [1171.01](#)(50).
(Ord. 1986-11. Passed 3-5-86.)
- (23) Bed & Breakfast facilities subject to Section [1171.01](#)(52).
(Ord. 1993- 86. Passed 11-17-93.)
- (24) Child Day Care facilities as subject to Section [1171.01](#)(1), (2), (3), (5), (9), (11), (17), and (54).
(Ord. 1996-45. Passed 7-10-96.)
- (25) Any manufacturing, processing, cleaning, servicing, testing or repairs of materials, goods or products, provided such operations will not be materially injurious or offensive to the occupants of adjacent premises or the community by reason of the emission or creation of noise, vibration, electrical or other types of interference, smoke, dust, or other particulate matter, toxic and noxious materials, odors, fire or explosive hazards, glare or heat subject to Section [1171.01](#) (17), (27), and (35).

(Ord. 2000-37. Passed 5-17-00)

(C) Specially Permitted Uses: The Planning Commission may issue a Special Permit for uses listed herein, subject to the general requirements of Chapter [1113](#) and to the specific requirements of Chapter [1171](#) referred to below:

- (1) Adult book stores, adult motion picture theaters and adult cabarets as restricted by Section [1171.01](#)(49).

PROPOSED

C-R: COMMERCIAL HIGH DENSITY MULTIFAMILY RESIDENTIAL (Chapter 1145)

Permitted Uses

(A) Permitted Uses:

- (1) Commercial uses as enumerated in Section [1141.02](#)(a).
- (2) Accessory buildings incidental to the principal use.
- (3) Signs as regulated by Chapter [1165](#).

(B) Conditionally Permitted Uses: The Planning Commission may issue Conditional Zoning Certificates for uses listed herein subject to the general requirements of Chapter [1113](#) and to the specific requirements of Chapter [1171](#) referred to below.

- (1) Single family dwellings subject to Section [1171.01](#) (5),(9) and (11).
- (2) Two family dwellings subject to Section [1171.01](#) (5), (9) and (11).
- (3) Multifamily dwellings subject to Section [1171.01](#)(5), (9), (11), (22), (37), (38) and
- (4) Home occupations subject to Section [1171.01](#)(19).
- (5) Institutions for human care hospitals, clinics, sanitariums, convalescent homes, nursing homes, homes for the aged and philanthropic institutions subject to Section [1171.01](#)(1), (2), (3), (7), (9), (11) and (17).
- (6) Governmentally owned and/or operated buildings or facilities subject to Section [1171.01](#)(3), (7), (8) and (11).
- (7) Governmentally owned and/or operated parks and playgrounds subject to Section [1171.01](#)(1), (2), (3), (4), (5), (11) and (17).
- (8) Quasi public, institutionally or organizationally owned and/or operated recreational, instructional and meeting facilities such as those developed and used by the YMCA YWCA, Boy Scouts or various fraternal or community service groups, but expressly excluding fraternity and sorority houses, and subject to Section [1171.01](#)(9), (11), (17) and (36).
(Ord. 2006-112. Passed 09-20-06)
- (9) Lodging house and boarding house accommodations, but expressly excluding fraternity and sorority houses, and subject to Section [1171.01](#)(11), (17), and (21).
(Ord. 2006-112. Passed 09-20-06)
- (10) Public utility right of ways and pertinent structures subject to Section [1171.01](#)(1) and (10).
- (11) Temporary buildings and uses incidental to construction work subject to Section [1171.01](#)(17) and (24).
- (12) Family care home subject to Section [1171.01](#)(2), (3), (5), (11), (17) and (48).

- (13) Group home subject to Chapter [1175](#).
(Ord. 1993-85. Passed 11-17-93.)
 - (14) Drive in banking facilities subject to Section [1171.01\(3\)](#).
 - (15) Planned, integrated commercial developments subject to Section [1171.01\(29\)](#).
 - (16) Clubs, lodges, charitable, fraternal or social organizations, but expressly excluding fraternity and sorority houses, and subject to Section [1171.01\(3\),\(4\)](#) and (5).
(Ord. 2006-112. Passed 09-20-06)
 - (17) Gasoline service station subject to Section [1171.01\(5\), \(7\), \(23\)](#) and (41).
 - (18) Temporary shelter subject to Section [1171.01\(11\), \(17\), \(36\)](#) and (39).
(Ord. 1985-26. Passed 5-15-85.)
 - (19) Open air markets subject to Section [1171.01\(50\)](#).
(Ord.1986-11. Passed 3- 5-86.)
 - (20) Bed & Breakfast facilities subject to Section [1171.01\(52\)](#).
(Ord. 1993- 86. Passed 11-17-93.)
 - (21) Funeral homes subject to Section [1171.01\(2\), \(3\), \(5\), \(9\), \(11\)](#) and (39).
(Ord. 1996 36. Passed May 8, 1996)
 - (22) Child Day Care Facilities as subject to Section [1171.01\(1\), \(2\), \(3\), \(5\), \(9\), \(11\), \(17\),](#) and (54).
(Ord. 1996-45. Passed July 10, 1996)
 - (23) Any manufacturing, processing, cleaning, servicing, testing or repairs of materials, goods or products, provided such operations will not be materially injurious or offensive to the occupants of adjacent premises or the community by reason of the emission or creation of noise, vibration, electrical or other types of interference, smoke, dust, or other particulate matter, toxic and noxious materials, odors, fire or explosive hazards, glare or heat subject to Section [1171.01 \(17\), \(27\),](#) and (35).
(Ord. 2000-37. Passed 5-17-00).
- (C) Specially Permitted Uses: The Planning Commission may issue a Special Permit for the uses listed herein, subject to the general requirements of Chapter [1113](#) and to the specific requirements of Chapter [1171](#) referred to below:
- (1) Adult book stores, adult motion picture theaters and adult cabarets as restricted by Section [1171.01\(49\)](#).
(Ord. 1994-32. Passed 4/20/94)



CITY OF KENT, OHIO

DEPARTMENT OF PUBLIC SERVICE

MEMO

TO: Dave Ruller, City Manager
Council

FROM: Melanie A. Baker, Service Director

DATE: 6/ 30 / 2021

SUBJECT: Amendment to Chapters 933, 935 and 936 of the Codified Ordinances, addressing refuse, solid waste and recycling.

Please find attached recommendations for amendments to Chapters 933, 935 and 936 of the codified ordinances in reference to refuse, solid waste and recycling.

The majority of changes consist of addressing definitions, clarifying utilities as defined by the chapter, and aligning pick up dates, times, containers and service locations. The changes further define the fees levied for such service and what is covered by all services.

Finally, we address the removal of the multi-family recycling collection program from the City of Kent residential recycling program and establish the requirements for the collection of recycling for the multi-family recycling program, which mirrors our commercial, industrial, governmental and institutional programs.

The current commercial, industrial, government and institutional programs, have requirements for reporting by the haulers as well as penalties for non-compliance. These rules will now apply to the multi-family program.

These ordinance changes are a work in progress and we will continue to monitor

the multi-family program along with our commercial, industrial, governmental and institutional programs to ensure compliance and begin to develop a more comprehensive review of our recycling in the City.

DRAFT

CHAPTER 933

City Wide Refuse / Solid Waste, Garbage, Rubbish and Trash Collection

- [933.01](#) Definitions.
- [933.02](#) Collection and disposal of public interest, purpose and concern.
- [933.03](#) Storage containers for trash.
- [933.04](#) Additional item (bulk item) service.
- [933.05](#) Prohibited wastes.
- [933.06](#) Uncollected garbage or refuse declared a nuisance.
- [933.07](#) Dumping on public places or vacant lots prohibited.
- [933.08](#) Supervision of collection and removal.
- [933.09](#) Garbage collection permit.
- [933.10](#) Permit; fee.
- [933.11](#) Disposal methods and permit revocation.
- [933.12](#) Vehicle inspection.
- [933.13](#) Vehicle requirements; covering and spillage.
- [933.14](#) Driver to ensure load to be covered.
- [933.15](#) Collection rates.
- [933.16](#) Billing; failure to remit fees.
- [933.17](#) Dumping garbage in public receptacles prohibited.
- [933.18](#) Unlawful periods of accumulation.
- [933.19](#) Anti-scavenging.
- [933.20](#) Frequency of service.
- [933.21](#) Rules and regulations.
- [933.22](#) Liability insurance required.
- [933.23](#) License transfers.
- [933.24](#) Collectors records required.
- [933.25](#) Collection and disposal of solid wastes.
- [933.26](#) License revocation.
- [933.99](#) Penalty.

DRAFT

CROSS REFERENCES

Municipal powers for collection and disposal of garbage - see Ohio R.C. 715.43, 717.01

Disposal and transporting on public ways - see Ohio R.C. 3767.20 et seq.

Vehicle loads dropping, leaking - see TRAF. [339.08](#)

Littering - see GEN. OFF. [521.08](#)

Recycling and solid waste collection - see S.U. & P.S. CH. [935](#), [936](#)

933.01 DEFINITIONS.

As used in this chapter:

(a) "Additional Items for Pickup" means items not fitting in the subscriber's refuse container and as defined by the Bulk Item List (also known as Bulk Items).

(b) "Asbestos" means the asbestiform varieties or serpentinite, riebeckite, cummingtonite-grunerite, anthophyllite and actinolite-tremolite.

(c) "Asbestos-Containing Waste Materials" means those waste identified in Chapter 3734-20-01(b)(4) of the Ohio Administrative Code (OAC).

(d) "Billed Units" means all Residential Units Subscribing to the collection of residential trash provided for by the City's Refuse Contractor shall be considered a Billing Unit.

(e) "Bulk Items List" means those items not fitting in the subscriber's refuse container and included in the City's Refuse Contractor's Contract for collection.

(f) "City's Refuse Contractor" means the Contractor authorized by the City for the collection of solid waste garbage, ~~and~~ rubbish, **and trash**.

(g) "City's Recycling Contractor" means the Contractor authorized by the City for the collection of recyclable materials. ~~and the low bidder in the last bidding process.~~

(h) "Commercial Operator" means all persons, firms or corporations who own or operate stores, restaurants, industries, institutions and other similar places including multi-family dwellings or multi-family residential structures containing four or more dwelling units. Commercial Operators are not required to subscribe to the City's Refuse Contractor's service.

(i) "Commissioner" means the Health Commissioner of the City of Kent or their designee.

(j) "Container" means the approved containers or receptacles into which **solid waste, garbage, rubbish and** trash materials are placed by producers. All such receptacles are subject to standards set and approved by the City of Kent.

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(k) "Contract" means the actual performance Contract signed between the City of Kent and a single solid waste hauler, through the open and competitive Bidding process for the exclusive right to collect residential refuse in the City of Kent.

(l) "Contract Documents" means the Advertisements for Bids, Information for Bidders, Contractor's Bid, Contractor's Bid Bond, the Contract Performance Bond, and any addenda or changes to the foregoing documents agreed to by the City and the Contractor. Additionally, all Supplemental Information for Bidders, Supplemental General Conditions, Change Orders, all laws referenced as written in full herein, all addenda issued and all modification to come are also Contract Documents.

~~(m) "Contractor" means the City's Refuse Contractor authorized by the City of Kent for the exclusive collection of residential refuse.~~

(m) ~~(n)~~ "Curbside" means that portion of the right-of-way adjacent to paved or traveled City roadways, including the end of a driveway, curb line or alley line.

(n) ~~(o)~~ "Delivery Site" means for Recyclable Materials the District Recycling Processing Facility located at 3588 Mogadore Road, Brimfield Township, Portage County, Ohio, or as otherwise agreed.

(o) ~~(p)~~ "Director" means the Public Service Director of the City of Kent or their designee.

(p) ~~(q)~~ "Disposals Site" means an approved location where the City's Refuse Contractor disposes of trash collected in the City of Kent which is operated with an approved license to receive residential trash.

(q) ~~(r)~~ "District" means The Portage County Solid Waste Management District.

(r) ~~(s)~~ "Garbage" means all putrescible waste (except human excreta, sewage and other water carried waste, including vegetable and animal offal and carcasses of dead animals) and shall include all such substances from all public and private establishments and from all residences.

(s) ~~(t)~~ "Hazardous Waste" means those substances which, singularly or in combination, pose a significant present or potential threat to human health or to the environment, and which singularly or in combination, require special handling, processing or disposal because they are or may be flammable, explosive, reactive, corrosive, toxic, carcinogenic, bio-concentrative or persistent in nature, potentially lethal or an irritant or strong sensitizer.

(t) ~~(u)~~ "Holidays" means the following shall be holidays for purposes of solid waste garbage, and rubbish, and trash collection:

New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

The City's Refuse Contractor shall not collect solid waste garbage and rubbish on the above listed holidays but shall start collection the day immediately following the holiday and continue his operation during the same week that the holiday occurs in, until all solid waste garbage, and rubbish, and trash collection is complete.

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(u) ~~(v)~~ "Households" means Residential units.

(v) ~~(w)~~ "Multi-family residence or apartment" means the grouping together of four or more billing units under a common roof.

(w) ~~(x)~~ "Occupied Residential Unit" means a residential unit shall be deemed occupied when either water or domestic light and power services are being supplied thereto.

(x) ~~(y)~~ "Pickup Location" means the location agreed to between the City's Refuse Contractor and the Subscriber where the Subscriber shall place their trash for pickup and the City's Refuse Contractor shall pickup said trash.

(y) ~~(z)~~ "Premises" means the land or buildings or both, occupied, by a householder or a commercial operator.

(z) ~~(aa)~~ "Producer" means an occupant of a residential unit who generates **solid waste garbage, rubbish, and** trash and/or recyclable material.

(aa) ~~(bb)~~ "Quadrant(s)" means the total area of the City shall be divided into four subareas that shall be known as Quadrants(s) for the purpose of trash collection.

(bb) ~~(cc)~~ "Solid Waste" means such unwanted residual solid or semi-solid materials as results from industrial, commercial, agricultural and community operations, excluding earth or material from construction, mining or demolition operations, or other waste materials of the type that would normally be in demolition debris, non-toxic fly ash, spent non-toxic foundry sand and slag and other substances that are not harmful or inimical to public health, and includes but is not limited to, garbage, tires, combustible and non-combustible material, street dirt and debris. Solid waste does not include any material that is an "infectious waste", a "hazardous waste", and "asbestos waste" or material defined under "recyclable material". The definition of solid waste shall include all garbage, ~~and~~ rubbish **and trash** as defined herein.

(cc) ~~(dd)~~ "Subscriber" means a resident of Kent, an owner of rental property in Kent and the City of Kent in so much as collection of trash from City Facilities, required to have trash collected by the City's Refuse Contractor. Residential Unit defines those properties ~~who's~~ **whose** owner shall become a Subscriber and is required by the terms of this Contract to have their garbage, ~~and~~ rubbish **and trash** collected.

(dd) ~~(ee)~~ "Recycling bin **container**" means a storage unit provided by the City or its Recycling Contractor in which recyclable materials are to be place and commingled by the occupants of each billing unit, unless served by other storage units. Such bins must meet the requirements of the Director and will be specified by the City. Only the City's Recycling Contractor shall be permitted to remove the contents of a recycling bin.

(ee) ~~(ff)~~ "Recyclable Material" means this term shall refer to recyclable materials in the form of glass, aluminum and steel containers, magazines, phone books, junk mail, mixed paper, newspaper, #1 and #2 plastics, and cardboard designated for removal from a residential or apartment unit. Additional materials may be designated by mutual agreement of the Recycling Contractor and the City.

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(ff) ~~(gg)~~ "Required Services" means it shall include the collection and disposal of the **solid waste, garbage, rubbish and** trash for residential units in the City.

(gg) ~~(hh)~~ "Residential Unit" means it shall include owner occupied and/or rented single family dwellings, duplex, triplex, boarding houses or other similar buildings with one or more billed units grouped under a common roof with facilities used or intended to be used by a single family for living, sleeping, cooking and eating purposes. Non-Residential Units are all units not as defined above and will not be required to subscribe to the City Refuse Contractor's service.

(hh) ~~(ii)~~ "Rubbish" means ashes, glass, crockery, tin cans, paper, boxes, rags and old clothing and all other similar non-putrescible wastes. The term "rubbish" shall not include any material such as earth, sand, brick, stone, plaster or other similar substances that may accumulate as a result of construction or demolition operations. For the purpose of this definition, "material from construction operations or demolition operations" are those items affixed to the structure being constructed or demolished, such as brick, concrete, stone, glass, wall board, framing and finishing lumber, roofing materials, plumbing, plumbing fixtures, wiring and insulation, but excludes materials whose removal has been required prior to demolition. For the purpose of this definition, semi-solid material does not contain liquids which can be readily released under normal climatic conditions as determined by Methods 9095 (Paint Filter Liquids Test) in SW-846: "Test Methods for Evaluating Solid Wastes, Physical/Chemical Methods".

(ii) ~~(jj)~~ "Refuse" means trash and discarded items listed as Additional Items for Pickup (also known as Bulk Items).

(jj) ~~(kk)~~ "Trash" means the component of Solid Waste that includes garbage and rubbish as defined herein but does not include recyclable materials.

(kk) ~~(ll)~~ "Yard Waste" means leaves, grass clippings, weeds, **holiday trees, shrub trimmings, bushes, and brush, and branch clippings,** and tree trimmings. **when securely bound in bundles not exceeding four feet in length.**

(Ord. 2008-178. Passed 10-17-08)

933.02 COLLECTION AND DISPOSAL DEEMED OF PUBLIC INTEREST, PURPOSE AND CONCERN.

The system of collection and disposal of refuse/ **Solid Waste, Garbage, Rubbish and Trash** by the City is hereby declared to be of public interest, purpose and concern. Pursuant to the City's "home rule" powers under the State of Ohio Constitution, the City is establishing the following laws for the betterment of the City, its aesthetics, its roads, and its ability to have trash collected on a less expensive basis, and on a timelier basis. The services provided in this chapter shall be rendered to all persons upon compliance with all City regulations pertaining to such utility.

Mandatory Subscriptions. All property owners in the City who utilize any refuse collection and disposal service shall subscribe to the refuse collection service of the City's Refuse Contractor. All property owners except those specifically identified below

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as AExceptions@ shall become mandatory subscribers unless Certification of Exception is obtained from the Service Director.

Exceptions. All multifamily, commercial, industrial, governmental and institutional establishments in the City shall subscribe to any refuse collection service that is licensed by the City of Kent Board of Health. Commercial, industrial, governmental and industrial establishments may enter into private contracts with the City's Refuse Contractor for refuse collection, but shall not be a subscriber under the terms of the City's Refuse Contract between the City and the City's Refuse Contractor. (Ord. 2008-178. Passed 10-17-08.)

933.03 STORAGE CONTAINERS FOR TRASH.

Each subscriber shall place his trash at the curb line, alley line or regular place of pick up, and shall provide for himself/herself and at his/her own expense the number of containers needed to properly dispose of his/her refuse.

Metal or plastic cans or barrels, with a maximum capacity of forty-five (45) gallons or fifty (50) pounds, and two (2) handles and a tightly-fitting lid, are considered to be authorized containers for trash.

Carts of capacity of ninety (90) or ninety five (95) gallons or less provided or approved by the City's Refuse Contractor are not limited to the maximum capacity of forty-five (45) gallons or fifty (50) pounds.

The use of fifty-five (55) gallon drums are prohibited as refuse containers.

Sealed plastic bags, as purchased for Minimum Generator Service shall have a mil thickness of at least 1.5 and a maximum capacity of thirty (30) gallons or fifty (50) pounds. Plastic bags must be placed in a can or barrel for pickup. **Plastic bags must be identifiable by the City's Refuse Contractor.**

The City's Refuse Contractor shall tag all containers which are unauthorized or unserviceable, which do not have serviceable handles for lifting and carrying, which have holes in the bottom, or which are otherwise not suitable for use. These tags shall advise the subscriber of the reason why the container may not be used.

The subscriber shall properly wrap, bag or bundle **refuse/ solid Waste**, garbage, **rubbish and trash** before depositing it in collection containers. The City's Refuse Contractor shall not be required to collect animal wastes or disposable diapers unless they are wrapped in a moisture-proof material and are undetectable by odor.

Cardboard boxes will be acceptable containers for bulky or loose materials other than garbage; however, the City's Refuse Contractor may refuse to accept such boxes if they are overloaded or become wet. No cardboard box and contents shall exceed fifty (50) pounds or have a dimension greater than four (4) feet.

Residents will be required to place all items for pick up at their regular place of pick up, unless alternative arrangements are made with the City's Refuse **and Recycling** Contractors.

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Each container placed at the curb or alley as designated above, and each other item set out for collection, shall be placed at the location no earlier than 7:00 p.m. of the day before collection, in the locality as established by the City's Refuse **and Recycling Contractor**. The containers shall be removed from the required designated location for pickup by 7:00 p.m. the day collection has taken place.

Recyclable items eligible for the curbside recycling program maintained by the City's Recycling Collection Contract as provided for in Kent Codified Ordinance Chapter 935 shall be placed at the curb line or alley line in such separate and distinctly marked containers as shall be provided by the City's Recycling Contractor or as specified by the City's Director of Public Service.

Yard waste (leaves, grass clippings, weeds, shrub trimmings, holidays trees and **bushes, brush, branch** and tree trimmings) shall be collected at proscribed times by the City or may be taken to the City's Yard Waste Transfer Site by the subscriber. Curb side pickup shall conform to the Service Director's Rules and Regulations relating to Yard Waste.

(Ord. 2008-178. Passed 10-17-08.)

933.04 ADDITIONAL ITEM (BULK ITEM) SERVICE.

The ~~pick-up~~ **pickup** of additional items is subject to the charge listed for this service in the City's Refuse Contract. Additional items not fitting within approved containers shall be subject to established additional charges and collected by the City's Refuse Contractor as follows:

(a) Bulk material (boards, fencing, paneling, carpeting, etc.) shall be in four (4) foot lengths and tied in eighteen (18) inch bundles, weighing not more than fifty (50) pounds. The ~~pick-up~~ **pickup** of these items is subject to the charge listed for this service in the City's Refuse Contract.

(b) Loose material (rock, bricks, blocks, dirt, sand, cement, etc.) must be bagged, boxed or placed in trash cans and also subject to the above weight restrictions. Cardboard boxes used as receptacles will not be picked up if they have become wet. The ~~pick-up~~ **pickup** of these items is subject to the charge listed for this service in the City's Refuse Contract.

(c) Large items (discarded furniture, appliances, bicycles, etc.) shall be placed at the usual place of collection at the curb or alley line prior to the time of regular collection on the day of collection. The ~~pick-up~~ **pickup** of these items is subject to the charge listed for this service in the City's Refuse Contract.

For items containing Freon the subscriber must notify the City's Refuse Contractor, prior to being placed at the point of collection by the resident. The ~~pick-up~~ **pickup** of these items is subject to the charge listed for this service in the City's Refuse Contract.

All upholstered furniture, mattresses, or cloth furniture items must be completely wrapped in plastic. The pickup of these items is subject to the charge listed for this service in the City's Refuse Contract.

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Residents will be required to place all additional items for pick up at their regular place of pick up, unless alternative arrangements are made with the City's Refuse Contractor.

(Ord. 2008-178. Passed 10-17-08.)

933.05 PROHIBITED WASTES.

No person shall deposit or cause to be deposited hazardous waste, asbestos, asbestos-containing waste materials or infectious waste into any public or private **refuse, solid waste**, garbage, ~~or~~ rubbish **or trash** receptacle.

(Ord. 2008-178. Passed 10-17-08.)

933.06 UNCOLLECTED GARBAGE OR REFUSE DECLARED A NUISANCE.

Fermenting, putrefying or odoriferous garbage or refuse in containers or dumped in the open is hereby declared to be a nuisance and the person responsible therefore shall be guilty of violating this section.

(Ord. 2008-178. Passed 10-17-08.)

933.07 DUMPING ON PUBLIC PLACES OR VACANT LOTS PROHIBITED.

No person shall throw or deposit or cause to be thrown or deposited, any refuse or garbage on any vacant lot, public thoroughfare or street or any public place and the person responsible therefore shall be guilty of violating this section.

(Ord. 2008-178. Passed 10-17-08.)

933.08 SUPERVISION OF COLLECTION AND REMOVAL.

The collection and removal of **refuse, solid waste**, garbage, ~~and~~ rubbish **and trash** shall be conducted under the supervision, direction and control of the Director of Public Service of the City and the City of Kent Board of Health and in strict conformance with the provisions of this chapter and the rules of the City of Kent Board of Health. The City's Refuse Contractor must adhere to the specific collection logistics as agreed to within the City's Refuse Contract.

(Ord. 2008-178. Passed 10-17-08.)

933.09 GARBAGE COLLECTION PERMIT.

No person shall collect or haul **refuse, solid waste**, garbage, ~~or~~ rubbish **or trash** upon the streets of the City, without first obtaining a permit from the City of Kent Board of Health and complying with the provisions of this chapter and the rules and regulations of the City of Kent Board of Health relative to such collection and removal.

A schedule of residential rates that will be charged based upon both volume of container and frequency of collection for all refuse, **solid waste, garbage, rubbish and trash** collection services rendered, shall be filed with the City of Kent Service Director. ~~Such rates shall specify within the basic monthly charge for collecting solid waste from a container of an approximate or nominal capacity of forty five (45) gallons at least once per week, and the increased monthly charge for each additional container of the same capacity that is serviced at the same frequency as the primary container.~~ Rates for the other solid waste collection programs, as specified in the City's Refuse Contract, shall also be required to be on file with the City of Kent Service Director.

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Only the City of Kent's Refuse Contractor shall be permitted to collect refuse from subscribers as defined by this ordinance. The **Any** person, firm or corporation **not** responsible for collection of subscribers refuse and not the City's Refuse Contractor shall be guilty of violating this section.

(Ord. 2008-178. Passed 10-17-08.)

933.10 PERMIT; FEE.

No person shall collect or transport **refuse, solid waste, garbage, rubbish or trash** within the City, unless possessing a valid, unrevoked permit. The permit shall be issued by the City of Kent Health Commissioner or their designee only upon payment of the applicable annual fee, and only after the City of Kent Health Commissioner or their designee and the City of Kent Board of Health has determined that the permittee is capable of complying with the requirements described herein. The City's Refuse Contractor must also adhere to the performance bond specifications as set forth in the City's Refuse Contract.

(Ord. 2008-178. Passed 10-17-08.)

933.11 DISPOSAL METHODS AND PERMIT REVOCATION.

All refuse, **solid waste, garbage, rubbish and trash** collected or transported within the City shall be disposed of in a manner as prescribed by the City of Kent Board of Health and the City of Kent Health Commissioner or their designee. Collection permits shall be issued only to those collectors who can provide adequate equipment, reliable service and proper disposal methods. Failure to comply with the provisions of this chapter shall be cause for revocation of the permit by the City of Kent Health Commissioner or their designee. The City's Refuse Contractor must also adhere to the methodology of collection and other productivity and quality standards as outlined in the City's Refuse Contract, or the City reserves the right to exercise its option of terminating the Contract as set forth in the City's Refuse Contract.

(Ord. 2008-178. Passed 10-17-08.)

933.12 VEHICLE INSPECTION.

All vehicles used in the collection of refuse **solid waste, garbage, rubbish and trash** shall be inspected by the City of Kent Health Commissioner to ensure compliance with the provisions of the chapter and any relative rules and regulations of the City of Kent Board of Health, as well as specifications outlined in the City's Refuse Contract and as provided for in the Service Director's Rules and Regulations.

(Ord. 2008-178. Passed 10-17-08.)

933.13 VEHICLE REQUIREMENTS; COVERING AND SPILLAGE.

All refuse **solid waste, garbage, rubbish and trash** transported on the streets or other public thoroughfares in the City shall be in vehicles, the bodies of which are leakproof and of easily cleanable construction and shall be completely covered with metal.

Spillage or drainage from vehicles or subscriber containers shall be considered a misdemeanor, as specified in this chapter. It shall be a violation of this chapter for any person or Contractor to spill or drain refuse **solid waste, garbage, rubbish and trash**, or

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cause to have refuse **solid waste, garbage, rubbish and trash** spilled or drained, anywhere within the City of Kent. The individual or Contractor responsible for the aforementioned drainage or spillage, will have full logistical and financial responsibility for the immediate cleanup of such spillage or drainage. Failure to immediately cleanup such spillage or drainage shall be a violation of this chapter.

(Ord. 2008-178. Passed 10-17-08.)

933.14 DRIVER TO ENSURE LOAD TO BE COVERED.

As set forth in the City's Refuse Contract, no driver of any motor vehicle or truck hauling refuse shall fail to have the load covered with a tarpaulin, canvas or other suitable covering so as to prevent the contents of the motor vehicle or truck from blowing, spilling or scattering on the streets and alleys of the City. Failure to secure the load shall be a violation of this chapter.

(Ord. 2008-178. Passed 10-17-08.)

933.15 COLLECTION RATES.

There shall be a charge billed to each Subscriber by the City's Refuse Contractor for Refuse collection, the fee for which is set forth in the City's Refuse Contract as modified from time to time by change order. The fee for Refuse collection will be assessed for each Subscriber based on level of service elected monthly, but will be billed quarterly. The payment for the aforementioned service shall be remitted to the City's Refuse Contractor. Subscribers electing Minimum Service (pay per bag) shall not be billed for Refuse collection quarterly by the City's Refuse Contractor but instead shall pay for Refuse collection through the purchase of special bags. (Ord. 2008-178. Passed 10-17-08.)

933.16 BILLING; FAILURE TO REMIT FEES.

The charge billed to each Subscriber by the City's Refuse Contractor for refuse **solid waste, garbage, rubbish and trash** collection and not paid within thirty days of delivery of said invoice shall be a violation of this chapter. The City's Refuse Contractor shall be permitted to terminate the subscriber's service after a thirty days past due notice is delivered to the City.

(Ord. 2008-178. Passed 10-17-08.)

933.17 DUMPING GARBAGE IN PUBLIC RECEPTACLES PROHIBITED.

No person shall dump their residential refuse **solid waste, garbage, rubbish and trash** into the public receptacle provided on the public areas of the City.

(Ord. 2008-178. Passed 10-17-08.)

933.18 UNLAWFUL PERIODS OF ACCUMULATION.

No Subscriber shall keep refuse **solid waste, garbage, rubbish and trash** on any premises in the City for a longer period of time than that expiring between three consecutive collection dates when actual collections are made by the City's Refuse Contractor.

No subscriber, commercial, industrial, governmental or institutional establishment shall keep waste of any kind on premises in the City for such a period of time as to

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endanger the health, welfare and safety of the residents of the City, as determined by the City Health Commissioner or Fire Chief.

It shall be unlawful for any subscriber, commercial, industrial, governmental or institutional establishment to keep refuse **solid waste, garbage, rubbish and trash** on the premises of the subscriber, commercial, industrial, governmental or institutional establishment for a period longer than ten days.

(Ord. 2008-178. Passed 10-17-08.)

933.19 ANTI-SCAVENGING.

Upon the placement of refuse **solid waste, garbage, rubbish and trash** at a designated location for collection by the City' Refuse Contractor, the material shall become the property of the City.

It shall be violation of this chapter for any person other than the authorized personnel of the Department of Public Service, the authorized personnel of the Health Department, the authorized personnel of the Police Department, the authorized personnel of the Fire Department, the City's Refuse Contractor or the resident placing such refuse **solid waste, garbage, rubbish and trash** for collection, to collect, pick up, or cause to be collected or picked up, such refuse **solid waste, garbage, rubbish and trash**. Each such collection in violation hereof shall constitute a separate and distinct offense. (Ord. 2008-178. Passed 10-17-08.)

933.20 FREQUENCY OF SERVICE.

All subscribers shall receive refuse service at a frequency of at least once a week except those subscribers that have elected the Minimum Generator Service level (per bag).

(Ord. 2008-178. Passed 10-17-08.)

933.21 RULES AND REGULATIONS.

The Director of Public Service or their representative, shall have full and complete authority to make such rules and regulations, not inconsistent herewith, pertaining to the collection and disposal of refuse **solid waste, garbage, rubbish and trash**, the collection and disposal of yard waste and the collection **for recycling of recyclable material**, as well as the administration thereof, as may be deemed advisable.

(Ord. 2008-178. Passed 10-17-08.)

933.22 LIABILITY INSURANCE REQUIRED.

At the time application is made for a solid waste collector's license the owner or operator of each vehicle for which such license is sought shall show proof that each such vehicle is covered by liability insurance in an amount of no less than five hundred thousand dollars (\$500,000.00) per person, one million (\$1,000,000.00) per occurrence per vehicle.

(Ord. 2008-178. Passed 10-17-08.)

933.23 LICENSE TRANSFERS.

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Collector's licenses are not transferable. However, vehicles which are listed on a valid collector's license may be transferred to another valid collector's license by the Commissioner upon his/her receipt of a written application from the transferee together with a fee of ten dollars (\$10.00) per vehicle to be transferred.

(Ord. 2008-178. Passed 10-17-08.)

933.24 COLLECTORS RECORDS REQUIRED.

All solid waste collectors who have obtained a collector's license pursuant to this chapter must submit to the Health Department complete, current and legible records indicating all names and addresses of customers as well as the frequency of collections made. Such records must be submitted six (6) months after the issuance of a license and at the time application is made for the reissuance of a license. The records, as they relate to names and addresses of customers shall not become public information, but shall be treated confidentially by the Health Department

(Ord. 2008-178. Passed 10-17-08.)

933.25 COLLECTION AND DISPOSAL OF SOLID WASTES.

(a) No person collecting **refuse**, solid wastes, **garbage**, **rubbish and trash** from any commercial or residential property within the City shall begin collection activities before 7:00 a.m. or after 7:00 p.m.

(b) No person collecting **refuse**, solid wastes, **garbage**, **rubbish and trash** within the City shall dispose of such wastes at a site not properly licensed in accordance with Ohio R.C. Chapter 3734.

(Ord. 2018-73. Passed 6-20-18.)

933.26 LICENSE REVOCATION.

Violation by a collector, of one or more of the regulations imposed by this Chapter, the Health Commissioner or the Service Director, may constitute grounds for the revocation by the Commissioner, of a collector's license. Such a revocation may be for either a specific or an indefinite length of time and may be imposed regardless of whether or not the licensee involved has been convicted in a judicial proceeding of a violation of a requirement of this chapter. Notice of such revocation shall be sent by the Commissioner to the collector at the address provided in collector's application for licensing.

(Ord. 2008-178. Passed 10-17-08.)

933.99 PENALTY.

Whoever violates any provision of this Chapter shall be fined not more than five hundred dollars (\$500.00). Any such violation shall constitute a separate offense on each successive day continued. Whoever violates any provision of this chapter and is fined for such violation, may appeal the aforementioned fine to the Director of Public Service and/or the Health Commissioner. (Ord. 2008-178. Passed 10-17-08.)

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CHAPTER 935

Recycling and Other Solid Waste, Yard Waste Collection

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- [935.19](#) Commingled collection prohibited.
- [935.20](#) Collection times.
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CROSS REFERENCES

Municipal powers for collection and disposal of garbage see Ohio R.C. 715.43, 717.01

Disposal and transporting on public ways see Ohio R.C. 3767.20 et seq.

Vehicle loads dropping, leaking see TRAF. [339.08](#)

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Littering see GEN. OFF. [521.08](#)

Citywide refuse service - see S.U. & P.S. Ch. [933](#)

Residential collection recycling program - see S.U. & P.S. Ch. [936](#)

935.01 COLLECTION PROGRAM ESTABLISHED.

There is hereby established a program for the collection of recyclable materials, including but not limited to metal cans, plastic, glass containers, used newspapers and cardboard within the City. Such collections shall be made periodically under the supervision of the Director of Public Service. (Ord. 2017-12. Passed 2-15-17.)

935.02 DEFINITIONS.

As used in this chapter:

(a) "Billing unit", with reference to the residential ~~and multi-family~~ recycling program, means a place of abode for persons living separately or together as an independent family or household. "Billing unit", with reference to the commercial, industrial, governmental ~~and~~ institutional **and multi-family** recycling program (~~CIGI~~), means premises within the City not otherwise defined as a "residential unit" or "~~multi-family~~" as defined in the City's mandatory recycling ordinance.

(b) "Residential unit" includes a single family dwelling, duplex, triplex, ~~quadplex~~ or other building with one or more billing units grouped under a common roof and with direct access to a public street.

(c) "Multi-family residence" or "apartment" means the grouping together of ~~three~~ **four** or more billing units under a common roof within a common interior hallway or foyer, not included in the Residential Collection Program.

(d) "Trailers" means those billing units as defined in the Planning and Zoning Code.

(e) "Solid waste" means such unwanted residual solid or semisolid materials resulting from industrial, commercial, agricultural and community operations, excluding earth or material from construction, mining or demolition operations, or other waste materials of the type that would normally be included in demolition debris, nontoxic fly ash, spent nontoxic foundry sand, and slag and other substances that are not harmful or inimical to public health, and includes, but is not limited to, garbage, tires, combustible and noncombustible material, street dirt and debris. Solid waste does not include any material that is an infectious waste, a hazardous waste, an asbestos waste or material defined under "recyclable material". For the purpose of this definition, "material from construction operations or demolition operations" are those items affixed to the structure being constructed or demolished, such as brick, concrete, stone, glass, wall board, framing and finishing lumber, roofing materials, plumbing, plumbing fixtures, wiring and insulation but excludes materials whose removal has been required prior to demolition. For the purpose of this definition, semisolid material does not contain liquids which can be readily released under normal climatic conditions as determined by Method 9095 (Paint Filter Liquids Test) in SW 846: "Test Methods for Evaluating Solid Wastes, Physical/Chemical Methods".

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(f) "Yard waste" means leaves, grass clippings, weeds, Christmas holiday trees, shrub trimmings, bushes and brush and branch clippings, when securely bound in bundles not exceeding four feet in length.

(g) "Director" means the Director of Public Service of the City.

(h) "Recyclable material" means glass (jars, bottles), cans (aluminum, steel and bi-metal cans from food and beverages), plastic (beverage and laundry product bottles marked with a #1 (PET) or #2 (HDPE) on the bottom, squeezable bottles (honey/mustard) marked with a #4 (LDPE) on the bottom, yogurt containers, ketchup bottles and drinking straws marked with a #5 (PP) on the bottom, plastic cups, plastic plates, CD cases and empty medicine bottles marked with #6 (PS) on the bottom, other plastics such as tupperware and reusable drinking bottles are marked with #7 (other) on the bottom, aseptic cartons, paper (newspaper, magazines, catalogs, office paper, junk mail and paperboard boxes), cardboard (clean corrugated, without wax coating or foil), and as amended from time to time by the city's recycling contractor.

(i) "Recycling container" means a storage container provided by the City or its contractor in which recyclable material is to be placed and commingled by the occupants of each billing unit, unless served by other storage units. Such container shall meet the requirements of the Director.

(j) "Recycling contractor" means the contractor authorized by the City for the collection of recyclable materials.

(k) "Garbage" means all discarded putrescible materials including, but not limited to, animal, vegetable or fruit wastes resulting from the handling, storage, preparation or eating of food and handling and disposal of small dead animals.

(l) "Hazardous waste" means those substances which, singularly or in combination, pose a significant present or potential threat or hazard to human health or to the environment, and which singularly or in combination, require special handling, processing or disposal because they are or may be flammable, explosive, reactive, corrosive, toxic, carcinogenic, bioconcentrative or persistent in nature, potentially lethal, or an irritant or strong sensitizer.

(m) "Asbestos" means the asbestiform varieties of serpentinite (chrysotile), riebeckite (crocidolite), cummingtonite, grunerite, anthophyllite and actinolite-tremolite.

(n) "Asbestos containing waste materials" means those wastes identified in Chapter 3745-20-01(B)(4) of the Ohio Administrative Code (OAC).

(o) "Infectious waste" means those wastes identified in Chapter 3745-27-01(V) of the Ohio Administrative Code (OAC).

(Ord. 2017-12. Passed 2-15-17.)

935.03 COLLECTION AND DISPOSAL DEEMED A PUBLIC UTILITY.

The system of collection and disposal of recyclable and other solid waste, yard waste material by the City is hereby declared to be a public utility. The services provided for in this chapter shall be rendered to all persons upon compliance with all City regulations

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pertaining to such utility and upon payment of the rates provided in Section [935.13](#), as the same may be amended from time to time.

(Ord. 2017-12. Passed 2-15-17.)

935.04 SEPARATION REQUIRED.

All solid waste, **garbage, rubbish, and trash** set out for collection by the owner or occupant of every billing unit, as defined herein, within the City shall be set out for collection so that recyclable materials are separated from the solid waste, **garbage, rubbish and trash**, except if the recyclable material is employed in the disposal of other solid waste or if the recyclable material has been contaminated. Newspapers shall be considered clean and uncontaminated if they have not been exposed to substances or conditions rendering them unusable for recycling. Persons may wrap solid waste in used newspapers and discard same with regular solid waste, even if such wrapping does not render the newspapers unusable for recycling. (Ord. 2017-12. Passed 2-15-17.)

935.05 WEEKLY COLLECTION OF SEPARATED MATERIAL.

With reference to the City's residential recycling program, collection of recyclable materials shall be weekly or as adjusted with approval of the City's Director of Service and the recycling provider:

(A) Glass, metal cans, paper, newspaper, paper bags, cardboard and acceptable plastics shall be placed into the containers, as set out on the City's recycling contractor's website.

(B) Excess cardboard and paper recyclable material that does not fit in the recycling container shall be bundled and set out next to the recycling container on pick up days.

(C) All other excess recycling materials that do not fit in the recycling container shall be placed in bags and set out next to the recycling container.

(Ord. 2017-12. Passed 2-15-17.)

935.06 COLLECTION OF RECYCLABLE MATERIAL.

(a) Upon the placement of recyclable material at a designated location for collection by the recycling contractor, the recyclable material shall become the property of the City.

(b) **Each container placed at the curb and each other item set out for collection, shall be placed at the location no earlier than 7:00 p.m. of the day before collection** ~~During the twenty four hour period commencing at 7:00 p.m. on any day preceding a day designated for collection~~ of recyclable material, no person, other than an authorized recycling collection contractor, shall remove recyclable material which has been placed at a designated collection location. Any and each such removal of recyclable material in violation hereof from one or more designated recycling collection locations shall constitute a separate and distinct offense punishable as provided in this chapter.

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(c) Nothing in this section shall limit the right of an individual person, organization or other entity to donate, sell or otherwise dispose of recyclable material, provided that any such disposal is in accordance with the provisions of this chapter.

(Ord. 2017-12. Passed 2-15-17.)

935.07 PLACING ~~GARBAGE AND~~ OTHER SOLID WASTE, YARD WASTE FOR COLLECTION; PROHIBITED ITEMS.

The following requirements apply to all City recycling and other solid waste, yard waste programs:

(a) All items of other solid waste shall be placed in standard ~~garbage and solid~~ waste, containers as provided in Section [935.15](#). However, yard waste specifically brush and branch clippings may be tied securely in bundles not exceeding four feet in length and placed at the usual place of collection. (Ord. 2017-12. Passed 2-15-17.)

935.08 PLACING RECYCLABLE MATERIAL.

On the regularly scheduled collection day, persons residing in single family and other residential units as defined herein using sixty-five (65) and/or ninety-five (95) gallon containers shall place the recycling container at the curb in front of the residential unit. All persons residing in residential units in the City affected by this chapter shall place their recyclable material in the appropriate recycling container or other storage unit and keep such material separate from their other garbage and solid waste. Residents of apartments, condominiums and multi-family billing units shall have specially designated storage units to be used for placement of recyclable material. Carry out service for sixty-five (65) and/or ninety-five (95) gallon containers shall be provided by the recycling contractor for residential units of handicapped, disabled, impaired persons or persons who are otherwise precluded from or physically incapable of placing recycling containers at curbside. Haulers collecting from "CIGI" units shall only be required to meet source separation and reporting requirements of this chapter.

(Ord. 2017-12. Passed 2-15-17.)

935.09 POINTS OF COLLECTION FOR RECYCLABLES AND OTHER SOLID WASTE; TIME LIMIT FOR RECYCLABLES AND OTHER SOLID WASTE CONTAINERS ON TREE LAWNS.

The following requirements shall be met by all residential and multi-family billing units within the City.

- (a) Sixty-five (65) and ninety-five (95) gallon recycling and other solid waste containers shall be placed at the street curb, provided that such containers may be placed for collection at other locations when approved by the Director of Public Service.
- (b) Each container placed at the curb as designated above, and each other item set out for collection, shall be placed at the location no earlier than 7:00 p.m. of the day before collection, in the locality as established above. The containers shall be removed from the required designated location for pickup by 7:00 p.m. the day collection has taken place.

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~~No **recycling or other** solid waste container is permitted to remain on the tree lawn of the public street for a period longer than twenty four (24) hours after the pickup and removal of the refuse contained therein.~~

(Ord. 2017-12. Passed 2-15-17.)

935.10 FREQUENCY OF COLLECTION.

All recyclable material **and other solid waste and yard waste** shall be collected in accordance with schedules **established by the Director of Public Service** ~~promulgated by the City Manager, or his/her authorized representative,~~ pursuant to the rule making authority granted in Section [935.17](#).

(Ord. 2017-12. Passed 2-15-17.)

935.11 ANTI SCAVENGING CLAUSE.

Upon the placement of recyclables and other **solid waste, yard waste** at a designated location for collection by the City's Contractor, the material shall become the property of the City.

It shall be violation of this chapter for any person other than the ~~authorized recycling collection contractor,~~ authorized personnel of the Department of Public Service, **the authorized personnel of the Health Department, the authorized personnel of the Police Department, the authorized personnel of the Fire Department,** the City's Recycling Contractor or the resident placing such other **solid waste, and yard waste** for collection, to collect, pick up, or cause to be collected or picked up, such refuse **other solid waste, and yard waste**. Each such collection in violation hereof shall constitute a separate and distinct offense.

This section of the chapter shall not apply to commercial, industrial, governmental or institutional billing units in the City who choose to recycle under the "in house" or "private hauler" program as is more fully set forth in Section [935.18](#).

(Ord. 2017-12. Passed 2-15-17.)

935.12 ADDITIONAL METHODS OF DISPOSAL.

Any resident may donate or sell recyclable materials to any person, partnership or corporation whether operating for profit or not for profit. Such person, partnership or corporation may not, however, under any circumstances pick up the recyclable material from the curbside in the City. This section shall be a requirement of CIGI units who choose to recycle under the City program as the same is more fully defined in Section [935.18](#).

(Ord. 2017-12. Passed 2-15-17.)

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935.13 RECYCLING AND OTHER SOLID WASTE, YARD WASTE FEE RATES.

There shall be a fee, billed to each billing unit in the City of Kent, weekly or monthly basis for the following:

(a)	Annual spring cleanup, yard waste, leaves, grass clippings, weeds, holiday trees, shrub trimmings, bushes and brush and branch clippings, branches, leaf pickup, mulch supply	\$2.88 monthly
(b)	Recycling collection	
	(1) For single, and smaller unit (duplex, triplex or other buildings with one or more billing units grouped under a common roof and with direct access to a public street) residential properties using a 65 or 95 gallon container	As established per contract. 2021 – \$5.83 / mo. 2022 - \$6.05 / mo. 2023 - \$6.19 / mo.
	(2) For multi-family residential complexes using larger containers:	
	—A. 2 yard containers will be billed at \$10.00 per Collection;	
	—B. 4 yard containers will be billed at \$12.00 per Collection; and	
	—C. 8 yard containers will be billed at \$15.00 per Collection.	
	—D. Senior citizens discount does not apply to these larger containers.	

(Ord. 2018-125. Passed 11-14-18.)

935.14 BILLING; FAILURE TO REMIT FEES.

(a) The fee provided in Section [935.13 \(a\)](#) shall be billed monthly at the conclusion of the period for which service has been rendered and shall be payable at the Utility Billing Office at City Hall on or before the fifteenth day after the date of billing. Such fee shall appear on the utility bill rendered by the City for water and sewer service as a separate item and shall be considered an integral part of such bill. Failure to remit the entire amount of the charges for all services shall constitute a delinquency, with termination of all services to take place in accordance with the provisions of Section [913.03](#) of the Codified Ordinances, thirty days after such delinquency. ~~However, upon proof satisfactory to the Director of Budget and Finance that service for the collection of recyclable material is not required at any billing unit, due to vacancy or other reason, such fee shall be waived by the Director.~~

(b) The fee provided in Section [935.13 \(b\)](#) shall be billed quarterly and shall be payable to Portage County Solid Waste Management District as indicated on the bill

~~(b)~~ **(c)** In addition, City Council may also certify delinquent **other solid waste and yard waste** collection charges, late charges and fees imposed by this chapter to the county auditor, and have the delinquencies charged to the real property that generated the delinquent charges. **The Portage County Solid Waste District is responsible for all delinquent recycling accounts and may certify all unpaid recycling fees, penalties and collections charges to the County Auditor.**

(Ord. 2017-12. Passed 2-15-17.)

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935.15 CONTAINER REQUIREMENTS.

Each person or family requiring the removal of solid waste ~~garbage, rubbish and trash or recyclables~~ shall provide suitable containers for storing ~~the solid waste, garbage, rubbish, and trash or recyclables~~ on the premises. No person shall store any solid waste, ~~garbage, rubbish and trash or recyclables~~ in any street, alley or other public place, or upon any private property whether owned by such person or not, within the City except in proper containers for storage ~~as per section 933.03 and section 936.04.~~ ~~Each storage container shall be made of metal or an approved plastic watertight material, and provided with suitable handles on the outside and a tightly fitting cover which shall not be removed except when necessary in the use of such container.~~ Such containers shall be kept in a clean, neat and sanitary condition at all times. Condominium owners shall provide and maintain their own solid waste storage containers of a size and type approved by the Director of Public Service. ~~Other~~ ~~S~~solid waste, excluding garbage, may be placed for collection at curbside in plastic bags provided such bags have a thickness of at least 1.5 mil and are securely tied. This section shall apply only to the City's residential ~~and multi-family~~ recycling program.

(Ord. 2017-12. Passed 2-15-17.)

935.16 SOLID WASTE AND RECYCLING COLLECTION REPORTING REQUIREMENTS.

Each hauler who collects either solid waste or recyclables within the Kent city limits shall, in addition to the licensing procedure in Section [933.02](#) of the Codified Ordinances, comply with the following requirements:

- (a) Register with the Health Department. Registration forms will be available during the yearly Health Department licensing procedure.
- (b) Provide monthly reports as to the destination and the volume of recyclables and trash collected from within the City of Kent. Weight slips are required for verification of delivery of trash and recyclables from Kent.
- (c) File with the Health Department a schedule of rates that will be charged based on both volume of containers and frequency of collection for all solid waste and recycling collection services rendered.

(Ord. 2017-12. Passed 2-15-17.)

935.17 RULES AND REGULATIONS.

The ~~Director of Public Service~~ ~~City Manager, or his/her authorized representative,~~ shall have full and complete authority to make such other rules and regulations, not inconsistent herewith, pertaining to the collection and disposal of solid waste and the collection for recycling of recyclable material, as well as to the administration thereof, as may be deemed advisable.

(Ord. 2017-12. Passed 2-15-17.)

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935.18 COMMERCIAL, INDUSTRIAL, GOVERNMENTAL, INSTITUTIONAL (CIGI) AND MULTI-FAMILY RESIDENTIAL UNITS RECYCLING PROGRAM FOR THE CITY

Each commercial, industrial, governmental, or institutional premises **or multi-family unit not included in the City's residential collection contract** within the City (CIGI unit) shall be required to separate recyclable materials from the solid waste stream and cause them to be recycled, ~~through the Portage County Solid Waste Management District with one of three options:~~

~~(a) Small business curbside collection route Business will receive small residential bins and be added to the residential collection route for a cost of three dollars (\$3.00) per month.~~

~~(b) Rental Container Recycling Service Business will receive weekly collection with one of the following options:~~

~~-~~
~~-~~

95 gallon tote once per week	\$6.50/month
2 Yard Container once per week	\$15.00/month
4 Yard Container once per week	\$21.00/month
8 Yard Container once per week	\$27.00/month

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~~Each bill will also include a \$1.50/month administrative charge.~~

~~(c) Independent Option Business would choose to~~ **Each commercial, industrial, governmental, or institutional premises or multi-family unit not included in the City's residential collection contract shall** have their recyclables collected by a private hauler, **who will** ~~would~~ be required to submit volume and participation records to the **City and** Portage County Solid Waste Management District. ~~and would be billed a \$3.00/month administrative fee.~~

A Hardship Variance will be permitted for those businesses that have less than three (3) employees, receive no trash collection at the business and take their recyclables home to be collected with their residential recyclables

(Ord. 2017-12. Passed 2-15-17.)

935.19 COMMINGLED COLLECTION PROHIBITED.

Unless approved by the **Director of Public Service** ~~Environmental Services Manager~~, no person shall commingle, collect or have collected after the effective dates established by the Portage County Solid Waste Management District Plan, the State of Ohio and/or any other federal law or regulation, any of the following with any other type or kind of solid waste:

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(a) Lead acid batteries or any other batteries banned from solid waste disposal by the State.

(b) All forms of yard waste.

(c) All types of household hazardous waste.

(d) All items defined as recyclable.

(e) Refrigerators and other types of white goods.

(f) Tires.

(g) All other items banned from solid waste disposal by Portage County Solid Waste Management District Plan and/or the State of Ohio and/or any other federal law or regulation. (Ord. 2017-12. Passed 2-15-17.)

935.20 COLLECTION TIMES.

No person collecting recyclables from any commercial or residential property within the City shall begin collection activities before 7:00 a.m. nor after 7:00 p.m.

(Ord. 2018-73. Passed 6-20-18.)

935.99 PENALTY.

(a) Whoever violates or fails to comply with any of the provisions of this Chapter except Section [935.08](#) and [935.09](#) is guilty of a minor misdemeanor and shall be fined not more than one hundred dollars (\$100.00). A separate offense shall be deemed committed each day during or on which a violation of noncompliance occurs or continues.

(b) Whoever violates Section [935.20](#) of this Chapter is guilty of a misdemeanor of the first degree. Whoever is found guilty of more than one violation of Section [935.20](#) within a six month period shall be subject to license revocation pursuant to Section [933.26](#) of this Code.

(c) Whoever violates Sections [935.08](#) and [935.09](#) shall subject to the following actions:

(i) On the first violation, a notice of noncompliance with this section shall be posted on the recycling bin or on a regular garbage container, at the residential unit where the noncompliance occurs.

(ii) On the second violation, there shall be a termination of all recyclable collection services to the residential unit where the violation occurs with written notice of such termination to be delivered to the residential unit occupant by regular mail, or by posting on the door of the residential unit.

(d) Whoever violates Section [935.16](#) and [935.17](#) shall be subject to license revocation pursuant to Section [933.26](#) of this Code.

(Ord. 2018-73. Passed 6-20-18.)

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CHAPTER 936 Residential Collection Recycling Program

- [936.01](#) Authority and scope.
- [936.02](#) Definitions.
- [936.03](#) General administration and customer service.
- [936.04](#) Recycling containers.
- [936.05](#) Required materials.
- [936.06](#) Collection of recyclables.
- [936.07](#) Information on service provided.
- [936.08](#) Processing and marketing recyclables.
- [936.09](#) Accounting and billing.
- [936.10](#) Billing and rates.
- [936.11](#) Violation of rules and regulations.

CROSS REFERENCES

Citywide refuse service - see S.U. & P.S. Ch. [933](#)

Recycling and solid waste collection - see S.U. & P.S. Ch. [935](#)

936.01 AUTHORITY AND SCOPE.

(a) Through provisions of Ordinance 1990-30 and as amended in Ordinance 2017-12, incorporated as Chapter [935](#) (Recycling and **Other Solid Waste, Yard Waste Collection**) of the Codified Ordinances of the City of Kent, the collection and disposal of recyclable material in the City of Kent is defined as a public utility (Section [935.03](#)). Separation of recyclable material from solid waste is required of all residential units in Kent (Section [935.04](#)), and payment for collection services is provided (Sections [935.13](#) and [935.14](#)).

(b) Section [935.10](#) and [935.17](#) provide that the **Director of Public Service** City-Manager (or his/her authorized representative) shall have the authority to promulgate rules and regulations pertaining to the collection of recyclable ~~material~~ **material**. ~~The Director of Public Service has been designated the rule-making authority, and the following rules and regulations are hereby specified.~~ Such regulations have the same validity as ordinances when not repugnant thereto or to the Constitution or the laws of the State of Ohio.

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(c) The Director of Public Service reserves the right to deviate from these rules and regulations during emergencies and special cases in which the public health, safety and/or welfare may be endangered.

(d) Rules and regulations are subject to change by direction of the Service Director. Program participants will be notified of these changes and they will be published in the local paper and/or the Tree City Bulletin. City ordinance changes may be made by the Kent City Council.

(e) These rules and regulations supersede any and all previous rules and regulations governing the operation of the Kent City Residential Collection Recycling Program.

(Ord. 2017-13. Passed 2-15-17.)

936.02 DEFINITIONS.

(a) "Billing unit" for recycling only means a residential unit. In the case of units using sixty-five (65) or ninety-five (95) gallon containers, a unit is the single family home or apartment. ~~For residential units using two (2) yard, four (4) yard or eight (8) yard containers, the billing unit is the entire apartment complex or building.~~

(b) "Billing unit" for other than non-trash solid waste means a place of abode for persons living separately or together as an independent family or household.

(c) "Independent family or household" means any room or group of rooms located within a dwelling and forming a single habitable unit with facilities that are used or intended to be used for living, sleeping, cooking and eating and otherwise independent from any other unit.

(d) "Multi-family residence" or "apartment" means the grouping together of ~~three (3)~~ **four (4)** or more billing units under a common roof within a common interior hallway or foyer, and not included in the Residential Collection Program.

(e) "Director" means the Director of Public Service of the City.

(f) "Recyclable material" means see Exhibit "A" attached to original Ordinance 2017-13 and as amended hereafter.

(g) "Recycling container" means a storage container provided by the City or its contractor in which recyclable material is to be placed and co-mingled by the occupants of each billing unit, unless served by other storage units. Such container shall meet the requirements of the Director.

(h) "Recycling contractor" means the contractor authorized by the City for the collection of recyclable materials.

(Ord. 2017-13. Passed 2-15-17.)

936.03 GENERAL ADMINISTRATION AND CUSTOMER SERVICE.

(a) Scope of Service. The Kent City Residential Collection Recycling Program includes provision of recycling containers to each residential unit in the City of Kent; specification of recyclable materials to be placed in the recycling containers; collection of recyclable material from residential units by the recycling contractor once every week

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or as adjusted with the City's Director of Service and the recycling provider; provision of information on the curbside recycling program to residential units included in the program; documentation of processing and marketing of collected recyclable materials; and payment for collection services by residential units and billing units and billing units.

(Ord. 2017-13. Passed 2-15-17.)

936.04 RECYCLING CONTAINERS.

(a) Containers Provided.

(1) Each residential unit included in the curbside recycling program will be provided one ninety-five (95) gallon or sixty-five (65) gallon container. These containers are the property of the City of Kent or its recycling contractor. These containers will be delivered to each residential unit included in the program by the recycling contractor. Thereafter, containers will be provided to new residential units.

~~(2) Large residential units four (4) or more living units or apartments will be given large containers—two (2) yard, four (4) yard or eight (8) yard containers as needed. Exceptions may be granted by the City Service Director for good cause shown by the property owner.~~

(b) Extra Containers Provided. If residential units are in need of extra recycling containers to store recyclables for a week, they must notify the ~~Kent Service Department by phone or mail~~ **The Portage County Solid Waste District**. Extra containers will be provided to each residential unit as needed. ~~Residents who receive containers in excess of numbers specified above will be billed five dollars (\$5.00) per additional container(s) on their next utility bill.~~

(c) Containers Replaced. Recycling containers which are stolen from a residential unit or are damaged beyond use must be reported to the ~~Kent Service Department by phone or mail~~ **Portage County Solid Waste District**. Up to four (4) containers per residential unit will be replaced. If more replacements are needed, a charge **may be levied by the Portage County Solid Waste District and** ~~of five dollars (\$5.00) per container~~ will be added to the next utility bill for that residential unit.

(d) Additional Containers Delivered. The recycling contractor will deliver any additional containers requested to the residential unit during the next scheduled collection date after the Recycling Coordinator is notified.

(e) Return of Containers. When occupants of a residential unit included in this program vacate the premises, the recycling containers must be left by the water meter **for the new residents**. ~~to be picked up by the Kent Service Department when the final meter reading is taken. If the recycling containers are not at this location, a charge of five dollars (\$5.00) per container will be added to the final utility billing to cover the cost of replacement.~~

(f) New Resident Containers. **New residents will contact the Portage County Solid Waste District for new containers if they are needed.** ~~At the time new Kent residents~~

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~~have their water turned on, recycling containers will be delivered to their residence by the Kent Service Department.~~

(Ord. 2017-13. Passed 2-15-17.)

936.05 REQUIRED MATERIALS.

(a) Material Specified. Materials no longer have to be source separated for the residential collection recycling program. Materials accepted in the recycling program are as listed on Exhibit "A" attached to original Ordinance 2017-13 and as amended.

(b) Preparation of Materials. All metal and glass containers must be clean. Paper labels must be removed from metal containers; metal lids and caps must be removed from glass containers. Cardboard includes brown paper bags and all other types of cardboard, except wax-coated (milk cartons).

(c) Placement of Material in Recycling Containers. The recycling container may be used for all recyclable materials. Excess material must be placed in three foot (3') sections and bundled or put in brown paper bags net to the container.

(d) Material Excluded from Recycling Collection Program. The following material must not be placed in recycling containers for collection (anything not on Exhibit "A" attached to original Ordinance 2017-13.)

(e) Additions to/Deletions from Recycling Material List. The Director may, when required, add material to the list of recyclables to be collected from the curb, or delete material from said list. In the event of this action, all residential units in the collection recycling program will be notified by mail at least two (2) weeks before said changes take effect.

(Ord. 2017-13. Passed 2-15-17.)

936.06 COLLECTION OF RECYCLABLES.

(a) Collection Schedule.

(1) The recycling contractor will collect recyclables from the curb on Monday, Tuesday, Wednesday, Thursday and Friday. The City will be divided into quadrants, with each quadrant's recycling containers to be collected on a specific day of week, matching the day trash is collected in said quadrant. Residential units with sixty-five (65) and ninety-five (95) gallon containers, included in any given route must have recycling containers at the curb by 7:00 a.m. the day that route is scheduled.

(2) The recycling contractor will not collect recyclables on the following holidays:

New Year's Day

President's Day

July 4

Columbus Day

Thanksgiving Day

Christmas Day

Martin Luther King Day

Memorial Day (Observed)

Labor Day

Veteran's Day

Day after Thanksgiving

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(3) To assure uninterrupted service, routes falling on observed holidays will be collected the day after the holiday, with other routes scheduled for later the same week being collected one day later than usual, and the Friday route being collected on Saturday.

(b) Notification of Interrupted Service. If on occasion recyclables cannot be collected by the recycling contractor, every attempt will be made to alert residential units on the affected collection routes through ~~delivery of written notes~~ **social media, reader board or other means available.**

(c) Notification of Routing Changes. In the event it becomes necessary to change the collection dates of streets or individual residential units, all affected units will be notified in writing of the change, and will be provided information on the new collection days.

(d) Placement and Removal of Collection Containers. Recycling containers must be placed at the curb **no earlier than 7:00 p.m. of the day before collection. The containers shall be removed from the required designated location for pickup by 7:00 p.m. the day collection has taken place.** ~~Recycling containers must be placed at the curb not more than twelve (12) hours before the scheduled collection day, and must be removed from the curb within twelve (12) hours after being collected.~~

(e) Special Collection Arrangements. ~~If it is impossible for a residential unit to place recycling containers at the curb, the Kent Service Department must be notified forty-eight (48) hours before a scheduled collection day. The Kent Service Department will provide special collections services (e.g., pick up from a porch or beside a garage).~~ **Carry out service for sixty-five (65) and/or ninety-five (95) gallon containers shall be provided by the recycling contractor for residential units of handicapped, disabled, impaired persons or persons who are otherwise precluded from or physically incapable of placing recycling containers at curbside** However, all such collections must be scheduled by the Service Director or their designee, and may not involving walking a distance of more than seventy (70) feet from curb or entrance into an enclosed area through a closed door.

(f) Route Change Requests. When a residential unit is on the corner of two (2) streets that are on different collection routes, a request for a route change to increase residential unit convenience may be made to the Service Director. If such change will not adversely affect the recycling contractor, it will be made and the residential unit will be notified of the new collection route schedule.

(g) Call Back Service. In the event the recycling collection vehicle fails to collect from a residential unit on the specified day, contract with the Service Director or their designee will assure collection by the end of the next day, provided, however, that the recycling bins were at the curb or a special collection location by 7:00 a.m. on the regularly scheduled collection day.

The Service Director reserves the right to investigate missed collections. Under terms of the recycling collection contract, unscheduled call backs can be made only if the

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contractor fails to collect material which is in its designated place by 7:00 a.m. on the collection day.

When recycling containers are placed improperly or placed at the curb after 7:00 a.m. and, therefore, are not collected, residential units will be asked to store the recyclables until the next scheduled collection day for that route.

(h) Protection From Elements. In the event of inclement weather, residential units are expected to protect recyclables from blowing, moisture and freezing when at all practicable. Refraining from putting recycling containers at the curb until morning, covering paper material with plastic sheeting and anchoring paper material with a heavy object all are acceptable means of protection.

(i) Notification of Improper Material/Separation/Placement. In the event recycling containers contain contaminated recyclables (see Section [936.05\(a\)](#) to (d)) or are improperly placed for collection (see subsections (a), (d), (e)) the residential unit will be notified of the infraction through a written notice left on the container. Proper preparation and placement will be expected for the next collection.

(j) Refusal of Material. The recycling contractor may, after having served three (3) notices of infractions to a residential unit, refuse to collect material in recycling containers until the material is properly prepared and the recycling containers are properly placed. Residential units will be notified of refusal to collect through a written notice left on the recycling container.

(k) Documentation of Participants. The recycling contractor will keep records of those residential units participating in the residential collection program. These records will be used both to determine participation rates and to identify those residential units that are not in conformance with provisions of Chapter [935](#) of the Codified Ordinances.

(Ord. 2017-13. Passed 2-15-17.)

936.07 INFORMATION ON SERVICE PROVIDED.

(a) Distribution of Information to Residential Units. Each year, each residential unit included in the collection recycling program will be provided written information on any changes in collection dates for the following year, and on preparation of material for the recycling collection program if there are changes to the above. This material will be mailed or hand delivered to each residential unit.

(b) Information to New Customers. At the time new Kent residents sign up for water service at Kent City Hall, they will be given written information on collection dates for their collection route and on preparation of material for the recycling collection program.

(c) Change in Service or Material. At any time either the recycling collection service or the material to be included in the recycling collection program is changed, each affected residential unit will receive written notification at least two (2) weeks before the change will occur.

(Ord. 2017-13. Passed 2-15-17.)

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936.08 PROCESSING AND MARKETING RECYCLABLES.

(a) Documentation of Amount Delivered to Processor. All recycling contractors must obtain documentation from the processing facility of the weight of recyclables delivered from each collection route each day, by material. This data will be provided to the Service Director and will be used to determine the average amount of recyclable material set out at the curb per residential unit participating in the recycling collection program as well as the total amount of material processed through the residential collection recycling program.

(b) Documentation of Marketing of Recyclables. The recycling contractor must obtain documentation from the processor of the end use of all recyclables delivered from the collection program. This documentation must include where the material is marketed, whether this market is the end user of the recyclables, and if so, what the end use is. If the market is not the end user, there must be documentation of who the end user is and what the end use is. The recycling contractor must provide the Service Director with this information on a monthly basis.

(Ord. 2017-13. Passed 2-15-17.)

936.09 ACCOUNTING AND BILLING.

(a) Recycling Declared a Utility. Collection of recyclables is declared a utility under provisions of Chapter [935](#) of the Codified Ordinances. As such, billing for collection services **will be implemented and collected by the Portage County Solid Waste District.** ~~included on the utility bills of each residential unit included in the recycling collection program.~~

(Ord. 2017-13. Passed 2-15-17.)

936.10 BILLING AND RATES.

(a) Billing Dates. Residential units included in the recycling collection program will be billed for service **quarterly by the Portage County Solid Waste District.** ~~provided during the same time period as the meter readings taken for water/sewer charge billing.~~

(b) Collection Rates. The Codified Ordinances must provide the following rates for collection of recyclables per residential unit per month, see Kent Codified Ordinance Section [935.13](#).

~~—(1) Residential units using sixty-five (65) or ninety-five (95) gallon containers will be billed \$2.28 per month for recycling.~~

~~—(2) Larger residential will be billed for recycling as follows:~~

~~—A. Two (2) yard containers will be billed at \$10.00 per collection;~~

~~—B. Four (4) yard containers will be billed at \$12.00 per collection;~~

~~—C. Eight (8) yard containers will be billed at \$15.00 per collection.~~

~~—(c) Discount Rates. The Codified Ordinances provides that residential units using sixty-five (65) or ninety-five (95) gallon containers, whose head of household has a Golden Buckeye Card will receive a discount rate of \$1.50 per month for collection of~~

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recyclables. Application forms for this discount are available at the Utility Billing Office at 930 Overholt Road, phone number (330) 678-8104.

~~(d) Requests to Temporarily Discontinue Collection Service. Occupants or owners of residential units who cannot use the recycling collection service for a specific reason (e.g., extended vacations; vacancy at the unit) are eligible to have charges for the service temporarily suspended. To receive this suspension of charges, the owner or occupant must obtain from the Service Director or their designee(s) an application form. This form documents the dates through which the suspension is requested, the reason for the request, and must be notarized. Upon expiration of this notarized application, charges will be resumed.~~

~~(e) Payment of Collection Fees. The recycling collection fee is payable to **Portage County Solid Waste District**, at the Utility Billing Office at 930 Overholt Road, or through the mail, on or before the fifteenth (15th) day after the date of billing. After this date, a late payment is attached to the entire utility bill.~~

~~(f) Failure to Remit Fees. The recycling collection fee is an integral part of the **Portage County Solid Waste District recycling collection process**. each residential unit's utility bill. Failure to remit the entire amount of utility charges constitutes delinquency and will result in termination of all utility **recycling** services, according to provisions of Sections [913.07](#) and [935.14](#) of the Codified Ordinances. Such termination, with due notification, will occur thirty (30) days after failure to remit utility charges.~~

(Ord. 2017-13. Passed 2-15-17.)

936.11 VIOLATION OF RULES AND REGULATIONS.

Failure of residential units to comply with the above set forth rules and regulations will result in penalties provided for in Section [935.99](#) of the Codified Ordinances.

(Ord. 2017-13. Passed 2-15-17.)

PEDESTRIAN SAFETY IMPROVEMENTS AGREEMENT

**KENT STATE UNIVERSITY
AND
THE CITY OF KENT**

**ALL PARTIES BEING IN THE COUNTY OF PORTAGE,
STATE OF OHIO**

This Agreement, dated _____ 2021, is an agreement made and entered into between Kent State University (“KSU”) and the City of Kent, Ohio, duly formed under the laws of the State of Ohio (the “City”).

WITNESSETH:

WHEREAS, KSU and the City desire to improve the safety for pedestrians within the City and KSU Campus; and

WHEREAS, KSU, in cooperation with the City, has commissioned a Campus Crosswalk Evaluation (Attachment A) to evaluate potential improvements to twenty seven (27) different crosswalk locations in and around campus; and

WHEREAS, the Campus Crosswalk Evaluation included Phase 1 recommendations to seventeen (17) locations, sixteen (16) of which are located within the City Right-of-Ways. The Phase 1 Recommendations are hereinafter referred to as the “Project” and have an estimated cost of \$28,300;

NOW THEREFORE, The City and KSU commit to collaborate on the implementation of the Phase 1 recommendations of the Campus Crosswalk Evaluation. At this time each party agrees to the following:

City:

- City will implement all of the project recommendations that involve changes to the traffic signal system with in-house staff.
- The City will expeditiously review all shop drawings associated with the Project. Shop drawing approval from the City is required prior to any installations in the City Right-of-Way.
- The City will pay 50% of the out-of-pocket, up to \$15,000, based upon invoices from KSU.
- City will own any of the improvements in the public right-of-way.

KSU:

- KSU will manage and coordinate construction services for the implementation of the Project that do not involve traffic signal changes.
- KSU, or their designated representative, will provide shop drawings to the City for approval prior to purchasing or installing any improvements in the City’s Right-of-Way.

- KSU will be the primary funding agency during construction of the Project.
- KSU will provide invoices to the City requesting reimbursement for one-half of the out-of-pocket costs associated with the construction of the Project, up to \$15,000.
- KSU will own any of the improvements on KSU Property

Schedule:

The City and KSU will diligently pursue completion of the Project by September 30, 2021. This date can be adjusted by the mutual agreement of both parties.

In witness whereof, the Parties hereto have agreed and offered their hands and seals:

CITY OF KENT

Approved and Accepted by:

 Dave Ruller
 City of Kent, City Manager

Witness: _____

Witness: _____

Date: _____

Approved as to Form:

 Hope Jones
 City of Kent, Law Director

Date: _____

Certificate of Director of Budget and Finance

It is hereby certified that the amount FIFTEEN THOUSAND Dollars (\$15,000) required to meet this commitment has been lawfully appropriated or authorized or directed for such purpose and is in the City Treasury or in the process of collection to the credit of the CAPITAL Fund free from any obligation or certificates now outstanding.

 Rhonda Hall, Director of Budget and Finance

 Date

KENT STATE UNIVERSITY

Approved and Accepted by:

Mark Polatajko,
Senior Vice President
for Administration

Witness: _____

Witness: _____

Date: _____

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**ATTACHMENT A
CAMPUS CROSSWALK EVALUATION**

Kent State University

Campus Crosswalk Evaluation

5/28/21

Campus Crosswalk Evaluation

5/28/21

Prepared By:

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Mark Dennis, PE
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Appendix A – Existing Crossing Site Photos

Appendix B – Estimated Costs for Short Term Improvements

1 Purpose

The purpose of this study is to evaluate the safety of pedestrian crossings within the Kent State University campus. Each location was evaluated based on what type of pedestrian infrastructure is present, pedestrian crash history and best practices. Recommendations were made by balancing the possible safety improvement for pedestrians against the expected vehicular traffic implications.

2 Existing Conditions and Data Collection

We were provided with a location map from Kent State University indicating 28 locations to study. Each pedestrian crossing was visited in the field and documented with photographs. An inventory of each site was then created, identifying the existing infrastructure related to the crossing. Primary items logged were vehicular intersection control, pedestrian crossing control (striping, signing and signals) and other unique site conditions. Traffic safety data was gathered using ODOT TIMS (Traffic Information Mapping System) and crash reports were retrieved from the Ohio Department of Public safety. In total eleven years of pedestrian crash data were collected. The state database of crash reports may not be fully comprehensive but is representative of pedestrian crash history and provides a relative basis to compare the safety of the existing crossings. This data was reviewed and filtered to verify the crash types and locations were reported correctly. It was also modified by removing data that is no longer valid, such as crashes along the recently improved Summit Street corridor prior to the reconstruction. The site photos showing the existing crossings are compiled in Appendix A.

3 Pedestrian Safety Measures

Pedestrian safety is influenced by many factors from the physical characteristics of the roadway to weather conditions and driver and/or pedestrian alertness, but the biggest factor is visibility. The more visible a pedestrian is when crossing a road, the better chance they stay safe. Since pedestrian safety improvements are not a one-size-fits-all solution we have developed an a la carte approach to implementing improvements. The location of the crossing (signalized intersection, unsignalized intersection, mid-block) also plays an important role in choosing a viable safety improvement. Potential suggested improvements are listed below. Figure 1 provides an image depicting some of the improvements to illustrate what they look like.

Signalized Intersection

- Ensure crosswalk lines aren't faded and are repainted as needed to maintain visibility
- Ensure signing is easily visible, e.g., good reflectivity, proper size, mounting location
- Add more highly visible "ladder" or transverse striped crosswalks
- Ensure pedestrian signal heads are present and operating correctly
- Modify signal timing to allow more pedestrian crossing time, especially at wide crossings

KSU Crosswalk Evaluation

- Upgrade crosswalks by adding a colored and textured surface to make them more conspicuous
- Ensure curb ramps are well-designed, in good condition, and direct pedestrians to the crossings
- Remove obstructions to sight lines
- Add curb bump-outs to sidewalk to decrease crossing distance
- Improve intersection lighting
- Add pedestrian refuge islands to wide crossings
- Add speed tables

Unsignalized Intersection

- Ensure crosswalk lines aren't faded and are repainted as needed to maintain visibility
- Ensure signing is easily visible, e.g., good reflectivity, proper size
- Add more highly visible "ladder" or transverse striped crosswalks
- Add supplemental signing at intersection or along corridor ("yield to pedestrians", "cross only at crosswalks")
- Upgrade crosswalks by adding a colored and textured surface to make them more conspicuous
- Ensure good curb ramps are well-designed, in good condition, and direct pedestrians to the crossings
- Remove obstructions to sight lines
- Add curb bump-outs to sidewalk to decrease crossing distance
- Improve intersection lighting
- Add pedestrian refuge islands to wide crossings
- Add speed tables

Mid-Block

- Ensure crosswalk lines aren't faded and are repainted as needed to maintain visibility
- Ensure signing is easily visible, e.g., good reflectivity, proper size
- Add more highly visible "ladder" or transverse striped crosswalks
- Add supplemental signing and pavement marking ("yield to pedestrians", shark's teeth)
- Upgrade crosswalks by adding a colored and textured surface to make them more conspicuous
- Ensure curb ramps are well-designed, in good condition, and direct pedestrians to the crossings
- Remove obstructions to sight lines
- Add Rapid flashing beacon signs
- Add curb bump-outs to sidewalk to decrease crossing distance
- Improve pedestrian crossing lighting
- Add pedestrian refuge islands to wide crossings
- Add speed tables

4 Evaluation

Evaluation Criteria

Each site was evaluated based on a set of three criteria:

- Site character
 - What is the speed limit and volume of the roadway?
 - Is the crossing at an intersection or mid-block?
 - Is this an area with a potentially higher amount of pedestrian traffic?
- Site specific conditions
 - Are there any other physical or operational factors that could contribute to a reduction in pedestrian safety?
 - How closely does this site match surrounding sites?
 - What types of pedestrian safety measures are present?
- Crash History
 - How many pedestrian crashes occurred during the study period?
 - What is the crash rate relative to other project crossings?

Recommended Improvements

Based on the evaluation criteria, appropriate improvements were identified for each site and grouped into three phases as shown in Table 1 below. Phase 1 improvements are more easily implemented measures such as upgraded signing or pavement markings and have concurrence from the City of Kent. Phase 2 improvements are additional measures, similar in magnitude to Phase 1. They should be investigated if Phase 1 improvements do not produce the desired safety benefit after being installed. Phase 3 improvements generally require removal and replacement of pavements, curbs, sidewalks, etc. They should be considered if both Phase 1 and Phase 2 improvements are not sufficient.

Sites highlighted yellow in Table 1 have recommended improvements in one or more phases. Sites highlighted green have no recommended improvements, either because the existing crossing is adequate or improvements are already planned to be implemented in the near future. Figure 2 provides a map of all crossings evaluated with the same color coding.

Estimated costs to install the Phase 1 improvements are provided in Appendix B.

KSU Crosswalk Evaluation

Table 1 – Recommended Pedestrian Crossing Improvements

Site Number	Location	Character	Phase 1 (City Concurrence)	Phase 2	Phase 3	# Ped Crashes
1	East Main/SR 59/Willow	Signalized High volume/speed	1. Verify pedestrian timing 2. Add signing for no crossing on west leg 3. Add lead pedestrian phase on Main St.	N.A.	1. Upgrade crosswalks to colored/textured* 2. Improve pedestrian refuge island	2
2	East Main/Lincoln	Signalized High volume/speed	1. Upgrade crosswalks to ladder style 2. Verify pedestrian timing* 3. Add lead pedestrian phase on Main St.	N.A.	1. Upgrade crosswalks to colored/textured*	7
3	East Main/University	Mid-Block (East Main)	1. Add W11-2 WB 2. Replace warning signs with more reflective coating 3. Add shark's teeth and R1-5 signs*	1. Add R1-6 in street signs 2. Add LED to warning signs	1. Upgrade crosswalks to colored/textured* 2. Add RFB to W11-2 signs at crossing 3. Upgrade lighting	1
		Stop Control Low volume/speed (University)	N.A.	N.A.	N.A.	
4	East Main/Sherman	Mid-Block (East Main)	1. Replace warning signs with more reflective coating 2. Add shark's teeth and R1-5 signs*	1. Add R1-6 in street signs 2. Add LED to warning signs	1. Upgrade crosswalks to colored/textured* 2. Add RFB to W11-2 signs at crossing	0
		Stop Control Low volume/speed (Sherman)	N.A.	N.A.	Verify site lines WB, remove obstacles if needed	
5	East Main/Wilson	Mid-Block (East Main)	1. Relocate EB W11-2 closer to crossing 2. Replace warning signs with more reflective coating 3. Add shark's teeth and R1-5 signs* 4. Replace existing advance W11-2 WB	1. Add R1-6 in street signs 2. Add LED to warning signs	1. Upgrade crosswalks to colored/textured* 2. Add RFB to W11-2 signs at crossing	3
		Stop Control Low volume/speed (Wilson)	N.A.	N.A.	N.A.	

KSU Crosswalk Evaluation

Table 1 – Recommended Pedestrian Crossing Improvements

Site Number	Location	Character	Phase 1 (City Concurrence)	Phase 2	Phase 3	# Ped Crashes
6	East Main/Luther/Terrace	Signalized High volume/speed	1. Verify pedestrian timing* 2. Add lead pedestrian phase on Main St.	N.A.	1. Upgrade crosswalks to colored/textured*	3
7	East Main/Midway	Signalized High volume/speed	1. Verify pedestrian timing*	N.A.	1. Upgrade EB & WB crosswalks to colored/textured*	3
8	East Main/Horning	Signalized High volume/speed	1. Verify pedestrian timing*	N.A.	1. Upgrade crosswalks to colored/textured*	3
9	Horning/Loop	Mid-Block (Horning)	N.A.	N.A.	N.A.	0
		Stop Control Low speed (Loop)	1. Add R1-5 signs in concrete island to supplement shark's teeth on NB approaches	N.A.	N.A.	
10	Loop/Jackson	Stop Control Low speed	N.A.	N.A.	N.A.	0
11	Loop/Eastway	Stop Control Low speed	N.A.	N.A.	N.A.	0
12	Loop/Johnston	Signalized Low speed	N.A.	N.A.	N.A.	1
13	Summit/Townhomes (Bus Stop)	Mid-Block	1. Add ladder style crosswalk with W11-2 signs 2. Add truncated domes for ADA compliance	1. Add R1-6 in street signs 2. Add shark's teeth and R1-5 signs 3. Add LED to warning signs	1. Add colored/textured crosswalks 2. Add RFB	0
14	Summit/Stafford (Bus Stops)	Mid-Block	N.A.	1. Add R1-6 in street signs 2. Add shark's teeth and R1-5 signs 3. Add LED to warning signs	1. Add colored/textured crosswalks 2. Add RFB	1
15	Summit/Loop	Signalized Low speed	1. Verify pedestrian timing 2. Add lead pedestrian phase on both streets	N.A.	1. Add colored/textured crosswalks	1
16	Summit/Johnston/Ted Boyd	Roundabout	N.A.	N.A.	N.A.	0#
17	Summit/Dept. Computer Science	Mid-Block	1. Replace R1-5 signs w/ larger (36" x 36") R1-5 signs with LED*	N.A.	N.A.	0#

KSU Crosswalk Evaluation

Table 1 – Recommended Pedestrian Crossing Improvements

Site Number	Location	Character	Phase 1 (City Concurrence)	Phase 2	Phase 3	# Ped Crashes
18	Summit/Integrated Science	Mid-Block	1. Replace R1-5 signs w/ larger (36" x 36") R1-5 signs with LED*	N.A.	N.A.	0#
19	Summit/Risman/Campus Cntr.	Roundabout	N.A.	N.A.	N.A.	0#
20	Summit/Admissions	Mid-Block	1. Replace R1-5 signs w/ larger (36" x 36") R1-5 signs with LED*	N.A.	N.A.	2#
21	Summit/Morris/Janik	Signalized Low speed	1. Verify pedestrian timing 2. Add lead pedestrian phase on both streets	N.A.	N.A.	0#
22	Summit/Lincoln	Signalized Low speed	1. Verify pedestrian timing	N.A.	N.A.	1
23	Lincoln/College	Stop Control Low speed	N.A.	1. Add crosswalks 2. Add/upgrade curb ramps 3. Add stop bar	N.A.	0
24	SR 59/Erie/Esplanade	Signalized High volume/speed	1. Verify signal timing 2. Add lead pedestrian phase	N.A.	N.A.	0
25	Willow/Esplanade	Mid-Block	1. Replace warning signs with more reflective coating 2. Add "Speed Table" warning sign NB 3. Verify sign mounting heights correct	1. Add R1-6 in street sign SB 2. Add shark's teeth and R1-5 signs 3. Add LED to warning signs	N.A.	0
26	Lincoln/Esplanade	Mid-Block	1. Replace warning signs with more reflective coating 2. Ensure warning signing not obstructed by KSU or bus stop sign SB 3. Verify sign mounting heights correct 4. Add W11-2 warning signs to crosswalk at parking lot	1. Add R1-6 in street sign NB 2. Add shark's teeth and R1-5 signs 3. Add LED to warning signs	1. Reconstruct w/ speed table and associated warning signs similar to Willow/Esplanade	3
27	Terrace/Merrill Hall	Stop Control Low speed	1. Add "One-way" signs to parking lot to reduce driver confusion	N.A.	N.A.	2\$

Table 1 – Recommended Pedestrian Crossing Improvements

Site Number	Location	Character	Phase 1 (City Concurrence)	Phase 2	Phase 3	# Ped Crashes
28	Terrace/Esplanade	Stop Control Low speed	N.A.	N.A.	1. Add speed table	0

* - Improvement already planned for this location

- Crashes listed are only for after Summit St. improvements completed (August 2018)

\$ - Crashes listed at this location are actually slightly away from the intersection at parking lot entrances

Additional Details

The summary below provides additional information for selected sites to explain the rationale for the recommended improvements or to provide additional site-specific information.

Site 1 (East Main/SR 59/Willow) – The East Main St. improvement project will upgrade this intersection to a roundabout with splitter islands and textured/colored crosswalks to improve pedestrian safety. As an interim measure the phase 1 measures should be considered.

Site 2 (East Main/Lincoln) – This location had the highest number of pedestrian crashes. All occurred within the crosswalks and all had turning vehicular drivers cited with failure to yield. The East Main St. improvement project will potentially upgrade this intersection to have colored/textured crosswalks.

Site 5 (East Main/Wilson) – The eastbound existing W11-2 sign is located too far away from the crosswalk. One of the three recorded crashes could possibly be attributed to this. The East Main St. improvement project will potentially upgrade this intersection to have colored/textured crosswalks.

Site 8 (East Main/Horning) – The East Main St. improvement project will upgrade this intersection to a roundabout with splitter islands and textured/colored crosswalks to improve pedestrian safety. As an interim measure the phase 1 should be considered.

Site 13 (Summit/Townhomes Bus Stop) – Although there is no pedestrian crash history at this location crossing improvements are recommended due to the mid-block nature of the crossing and expected higher concentration of pedestrians.

Site 15 (Summit/Loop) – Although there is minimal pedestrian crash history at this location phase 3 improvements could be considered to provide consistency with the character of the surrounding crossings.

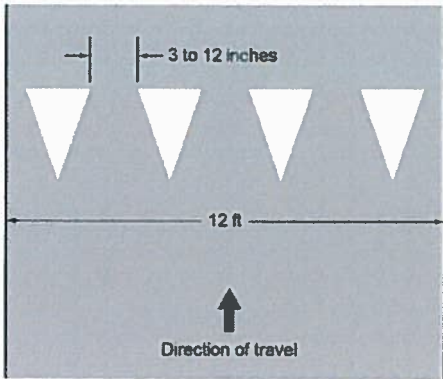
Site 23 (Lincoln/College) – This site has poor geometry for pedestrian crossings. The curb ramps should be reconstructed and pavement marking upgraded to alert drivers to potential pedestrians coming from the stairs to the east.

Site 26 (Lincoln/Esplanade) – The site is very similar in character to Site 25 but had three crashes compared to zero at Site 25. It is recommended that a speed table be added as a phase 3 solution so that this site will more closely mimic Site 25.

KSU Crosswalk Evaluation

Site 27 (Terrace/Merrill Hall) – The two crashes indicated at this site actually occur just north and south of the site at the adjacent driveway entrances, hence the suggestion to add “One-way” signs to these drives as an improvement.

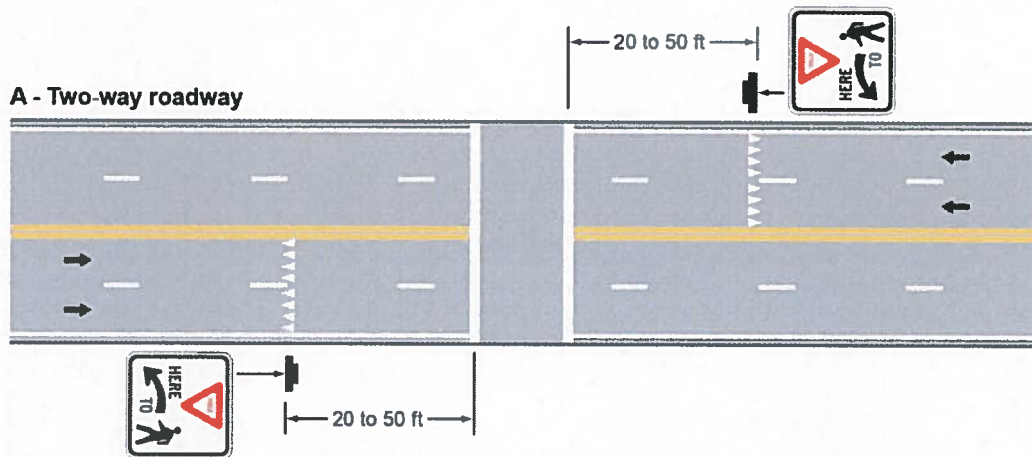
Figures



"Shark's teeth" yield markings



R1-5a sign



Typical layout of shark's teeth markings and R1-5a signs



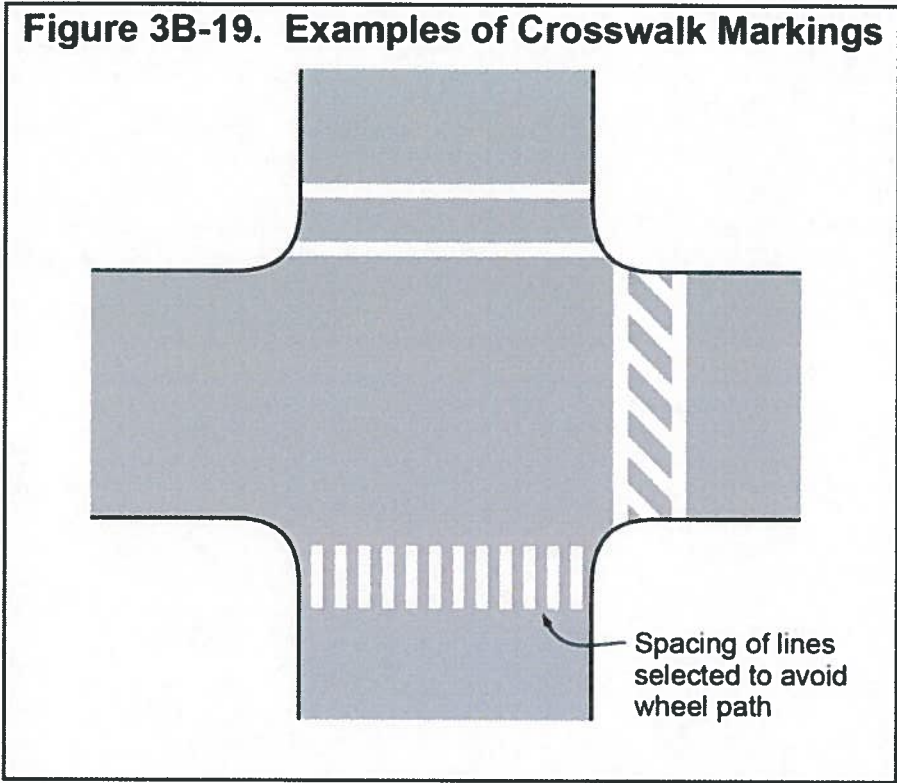
W11-2 sign



R1-6 in-street sign

FIGURE 1 - PEDESTRIAN SIGNING AND PAVEMENT MARKING IMAGES

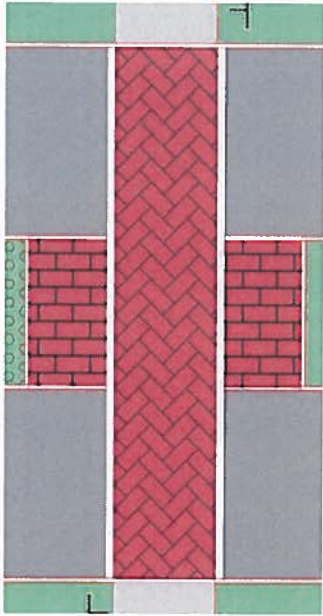
Figure 3B-19. Examples of Crosswalk Markings



Standard crosswalk styles, including "ladder" style

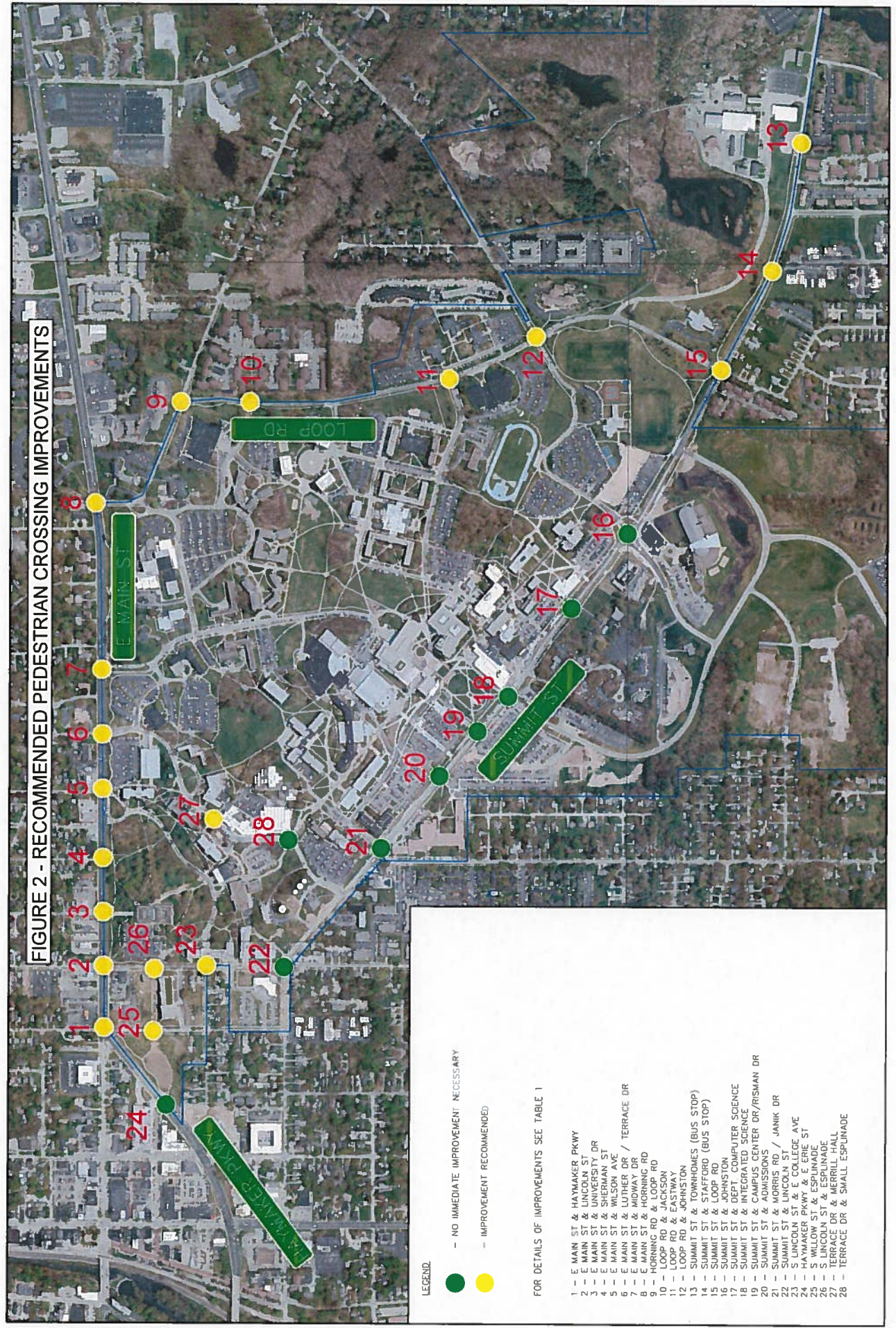


"RFB" Rapid Flashing Beacon and LED sign options



Stamped/colored crossing

FIGURE 2 - RECOMMENDED PEDESTRIAN CROSSING IMPROVEMENTS



LEGEND

- - NO IMMEDIATE IMPROVEMENT NECESSARY
- - IMPROVEMENT RECOMMENDED

FOR DETAILS OF IMPROVEMENTS SEE TABLE 1

- 1 - E MAIN ST & HAYMAKER PKWY
- 2 - E MAIN ST & LINCOLN ST
- 3 - E MAIN ST & UNIVERSITY DR
- 4 - E MAIN ST & WILSON ST
- 5 - E MAIN ST & WILSON AVE
- 6 - E MAIN ST & LUTHER DR / TERRACE DR
- 7 - E MAIN ST & MIDWAY DR
- 8 - E MAIN ST & HORNING RD
- 9 - HORNING RD & LOOP RD
- 10 - LOOP RD & JACKSON
- 11 - LOOP RD & EASTWAY
- 12 - LOOP RD & JOHNSTON
- 13 - SUMMIT ST & TOWNHOMES (BUS STOP)
- 14 - SUMMIT ST & STAFFORD (BUS STOP)
- 15 - SUMMIT ST & JOHNSTON
- 16 - SUMMIT ST & DEPT COMPUTER SCIENCE
- 17 - SUMMIT ST & INTEGRATED SCIENCE
- 18 - SUMMIT ST & CAMPUS CENTER DR/RISMAN DR
- 19 - SUMMIT ST & ADMISSIONS
- 20 - SUMMIT ST & MORRIS RD / JANKI DR
- 21 - SUMMIT ST & LINCOLN ST
- 22 - S LINCOLN ST & E COLLEGE AVE
- 23 - WILSON AVE & E COLLEGE ST
- 24 - S WILSON ST & ESPINADE
- 25 - LINCOLN ST & ESPINADE
- 26 - TERRACE DR & MERRILL HALL
- 27 - TERRACE DR & SMALL ESPINADE
- 28 - TERRACE DR & SMALL ESPINADE

Appendix A

Site #1 – East Main/Willow/SR 59

5-way intersection with signals. 4 crosswalks. have audio to assist the hearing impaired.



From the south looking north across East Main



From the south looking north across Haymaker

Site #1 – East Main/Willow/SR 59

5-way intersection with signals. 4 crosswalks. have audio to assist the hearing impaired.



From the west looking east across Willow



From the east looking west across Willow

Site #1 – East Main/Willow/SR 59

5-way intersection with signals. 4 crosswalks. have audio to assist the hearing impaired.



From the north to the south across East Main

Site #2 – East Main/Lincoln

4-way intersection with pedestrian signals, masts say, "Turning traffic yield to Pedestrian"(R-10-15). 4 Crosswalks. Audio signals.



From the north- west corner looking south- east



From the north- west corner looking east

Site #2 – East Main/Lincoln

4-way intersection with pedestrian signals, masts say, "Turning traffic yield to Pedestrian"(R-10-15). 4 Crosswalks. Audio signals.



From the northeast corner looking southwest

Site #3 – East Main/University

Location 3 has a crosswalk crossing E. Main and one crossing University drive. There are no pedestrian signals and the crosswalk across University drive has no signage.



From the northeast corner looking southwest

Site #4 – East Main/Sherman

Location 4 has a crosswalk across east Main St. and a crosswalk across Sherman St. The crosswalks do not have pedestrian signals and the crosswalk at Sherman has no signing.



From the northeast to southwest



From the north- west corner looking east

Site #5 – East Main/Wilson

Location 5 has a crosswalk across East Main St. and a crosswalk across Wilson Ave. The crosswalks do not have pedestrian signals and the crossing at Wilson has no signage.



Site #6 – East Main/Terrace

4-way intersection with signals, masts' say, "Turning traffic yield to Pedestrian"(R-10-15). 4 Crosswalks.



From the northeast to southwest



From northeast to south

Site #7 – East Main/Midway

3-way Signal with Mast on each leg. Masts have "Turning traffic yield to Ped"(R-10-15) except on West leg (no left turn possible).



From the northwest



From north to south

Site #8– East Main/Horning

3-way Signal with Mast on each leg. Masts have "Turning traffic yield to Ped"(R-10-15) except on West leg (no left turn possible).



From north to south



From south to northeast

Site #9– Horning/Loop

2-Way Through with stop signs on Loop (S. leg) and N. leg drive

s'.



From northwest to southeast

Site #10– Loop/Jackson

3-way intersection with stop sign. 2 crosswalks.



From north to south across Jackson

Site #11– Loop/Eastway

3-way intersection with stop sign. 3 crosswalks.



From north to south

Site #12- Loop/Johnston

4-way intersection with pedestrian signals and 4 crosswalks



From west looking east



From southwest looking northeast

Site #13– Summit/Townhomes (bus stop)

Mid-block bus stop, unmarked



From north to south

Site #14– Summit/Stafford (bus stop)

Mid-block at bus stop, ladder crosswalk



From west looking east



From north to south

Site #14– Summit/Stafford (bus stop)

Mid-block bus stop, ladder crosswalk



From east to west

Site #15– Summit/Loop

4-way intersection with pedestrian signals, 4 crosswalks w/ audio signals



From northwest to southeast



From northeast to southwest

Site #16– Summit/Johnston

4-leg roundabout with crosswalks



From southeast to northwest



From southeast to northwest

Site #16– Summit/Johnston

4-leg roundabout with crosswalks



From southeast to northwest



From east to west

Site #17– Summit/Dept. of Computer Science

4Mid –block crossing, crosswalk



From east to west



From north to south

Site #18– Summit/Integrated Science

4Mid –block crossing, crosswalk



From north to south



From east to west

Site #19– Summit/Risman

4- leg roundabout w/ HAWK signals, 4 crosswalks with audio signals



From east to west



From north to south

Site #19– Summit/Risman

4- leg roundabout w/ HAWK signals, 4 crosswalks with audio signals



From southeast to northwest

Site #20– Summit/Admissions

Mid-block with crosswalk



From north to south



From east to west

Site #21– Summit/Janik

4-way intersection with pedestrian signals, 4 crosswalks with audio



From north to south



From north to south

Site #21– Summit/Janik

4-way intersection with pedestrian signals, 4 crosswalks with audio



From east to west

Site #22– Summit/Lincoln

4-way intersection with pedestrian signals, 4 crosswalks with audio



From north to south



From east to west

Site #22– Summit/Lincoln

4-way intersection with pedestrian signals, 4 crosswalks with audio



Site #23– Summit/College

3-way intersection w/ stop signs, no marked crossings



Site #24– SR 59/Erie

3-way intersection with pedestrian signals, 3 crosswalks with audio signals



From east to west



From east to west

Site #25- Willow/Esplanade

Mid-block with crosswalk



From east to west



From east to west

Site #26– Lincoln/Esplanade

Mid-block with crosswalk, unmarked crossing adjacent at Hilltop



From north to south



From east to west

Site #27– Terrace/Merrill Hall

3- way intersection (+ one-way) with all red flasher, 3 stop signs, 4 crosswalks



From west to east



From east to west

Site #28– Terrace/Esplanade

2-way stop, brick circle crossing



From south to north



From north to south

Appendix B

Appendix B - Estimated Costs for Short Term Improvements			
Site Number	Location	Phase 1 improvements	Phase 1 costs
1	East Main/SR 59/Willow	1. Verify pedestrian timing 2. Add signing for no crossing on west leg 3. Add lead pedestrian phase on Main St.	\$600
2	East Main/Lincoln	1. Upgrade crosswalks to ladder style 2. Verify pedestrian timing* 3. Add lead pedestrian phase on Main St.	\$4,800
3	East Main/University	1. Add W11-2 WB 2. Replace warning signs with more reflective coating 3. Add shark's teeth and R1-5 signs*	\$3,470
		N.A.	\$0
4	East Main/Sherman	1. Replace warning signs with more reflective coating 2. Add shark's teeth and R1-5 signs*	\$3,540
		N.A.	\$0
5	East Main/Wilson	1. Relocate EB W11-2 closer to crossing 2. Replace warning signs with more reflective coating 3. Add shark's teeth and R1-5 signs* 4. Replace existing advance W11-2 WB	\$4,740
		N.A.	\$0
6	East Main/Luther/Terrace	1. Verify pedestrian timing* 2. Add lead pedestrian phase on Main St.	\$0
7	East Main/Midway	1. Verify pedestrian timing*	\$0
8	East Main/Horning	1. Verify pedestrian timing*	\$0
9	Horning/Loop	N.A.	\$0
		1. Add R1-5 signs in concrete island to supplement shark's teeth on NB approaches	\$1,200
10	Loop/Jackson	N.A.	\$0
11	Loop/Eastway	N.A.	\$0
12	Loop/Johnston	N.A.	\$0
13	Summit/Townhomes (Bus Stop)	1. Add ladder style crosswalk with W11-2 signs 2. Add truncated domes for ADA compliance	\$4,200
14	Summit/Stafford (Bus Stops)	N.A.	\$0
15	Summit/Loop	1. Verify pedestrian timing 2. Add lead pedestrian phase on both streets	\$0
16	Summit/Johnston/Ted Boyd	N.A.	\$0
17	Summit/Dept. Computer Science	1. Replace R1-5 signs w/ larger R1-5 w/ LED*	\$11,740
18	Summit/Integrated Science	1. Replace R1-5 signs w/ larger R1-5 w/ LED*	\$11,740
19	Summit/Risman/Campus Cntr.	N.A.	\$0
20	Summit/Admissions	1. Replace R1-5 signs w/ larger R1-5 w/ LED*	\$11,740
21	Summit/Morris/Janik	1. Verify pedestrian timing 2. Add lead pedestrian phase on both streets	\$0
22	Summit/Lincoln	1. Verify pedestrian timing	\$0
23	Lincoln/College	N.A.	\$0
24	SR 59/Erie/Esplanade	1. Verify signal timing 2. Add lead pedestrian phase	\$0
25	Willow/Esplanade	1. Replace warning signs with more reflective coating 2. Add "Speed Table" warning sign NB 3. Verify sign mounting heights correct	\$2,610
26	Lincoln/Esplanade	1. Replace warning signs with more reflective coating 2. Ensure warning signing not obstructed by KSU or bus stop sign SB 3. Verify sign mounting heights correct 4. Add W11-2 warning signs to crosswalk at parking lot	\$1,940
27	Terrace/Merrill Hall	1. Add "One-way" signs to parking lot to reduce driver confusion	\$1,200
28	Terrace/Esplanade	N.A.	\$0

Arcadis U.S., Inc.
222 South Main Street, Suite 200
Akron
Ohio 44308
Phone: 330 434 1995
Fax: 330 374 1095
www.arcadis.com

APPLICATION FOR SPECIAL EVENT
PARADES, FESTIVALS, CARNIVALS, PUBLIC ASSEMBLIES, ETC.
City of Kent, 319 S. Water Street, Kent, OH 44240

NAME OF EVENT KSU / City of Kent Ice Rink
ORGANIZATION SPONSORING EVENT KSU
APPLICANT NAME Doug Pearson, AVP, FPO PHONE 330-488-7566
Melanie Baker, Service Director City of Kent 330-351-5404
ADDRESS 615 Loop Road, Suite 101, Kent Ohio 44242-001

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

Doug Pearson, 330-488-7566

Melanie Baker, 330-351-5404

DATE OF EVENT November 25, 2021 - February 28, 2022 NO. OF PARTICIPANTS _____

REQUESTED PERMIT TIME: Start Set up 10/18/21 Start Event 11/25/21
End Event 2/21/22 End Cleanup 2/29/22

IF PARADE: STARTING POINT E. Erie St. / Depeyster ENDING POINT E. Erie St. / Haymaker

USE OF CITY WATER NEEDED? Yes, to fill ice rink

(IF YES, PLEASE EXPLAIN)

USE OF CITY ELECTRIC NEEDED? No

(IF YES, PLEASE EXPLAIN)

In addition to the application please submit the following information:

- Attach map to application showing proposed streets to be blocked off for event, and route of parade or race. (May be hand drawn.)
- Proof of Insurance is required before permit can be issued.
- Please attach list of possible vendors/booths to be part of event (food, retail, etc.).

Please submit application for permit at least 30 days in advance, but no sooner than one year in advance. For additional requirements please review Chapter 316 of The Codified Ordinance of the City of Kent. Please be advised that the use of marking paint on City pavement, curbs, sidewalks or other property is prohibited except if purchased at cost from Service Department (330-678-8105).

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

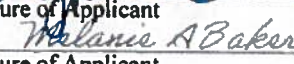
Doug Pearson, AVP, FPO

Name of Applicant

 6/9/21
Signature of Applicant

Melanie Baker, Service Director

Name of Applicant

 6/9/2021
Signature of Applicant

Office Use - Do not write below this line.

Sent to:

Safety, Service, Fire, Police, and Health Departments for review and approval
via _____ on _____.

MEMORANDUM AGREEMENT _____ YES _____ NO

APPLICATION APPROVED _____ APPLICATION DISAPPROVED _____

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

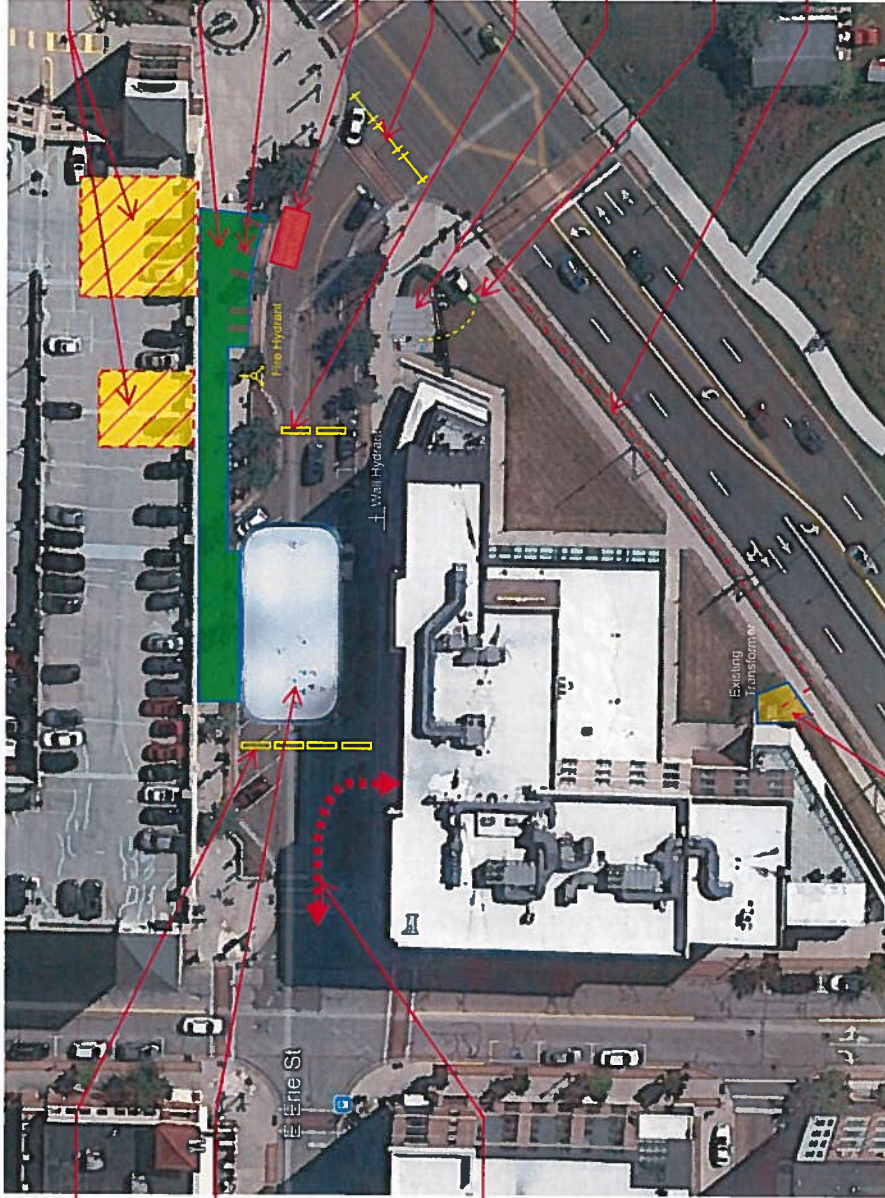
Law Director

Date

IF APPLICATION IS APPROVED, PERMIT WILL BE ISSUED BY THE CITY MANAGER.

Seasonal Recreation Ice Rink - Discussion Draft

Updated: 04/05/2021



Temporary concrete 'Jersey barrier' [City of Kent]

Temporary Ice Rink - Operation [KSU-Zone5 Maintenance]
Base installation - [UFM Commentary Shop]

Service access to KSU Hotel - Can not be blocked [KSU Hotel & Conference]

Temporary ice skate rental point of sale operation. [KSU Rec Services] Facility space provided [PARTA]

Temporary rubber skate walk mats. [KSU]

Temporary bench seating for skate rental. [City of Kent]

Possible Rotating 'Food truck' location? [City of Kent Development]

Saw horse traffic barricades - removable by public safety. [City of Kent]

Temporary concrete 'Jersey barrier' [City of Kent]

Temporary air-cooled chiller on trailer mount. [KSU]

New cam-lock Electric service box sited next to traffic control box. [KSU-OUA]

480V 400A 3 phase buried electric service in tree lawn. [KSU-OUA]

New electric service with utility [KSU OUA] Easement from Hotel parcel to City right-of-way [KSU Counsel]



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: June 23, 2021
TO: Dave Ruller, City Manager
FROM: Bridget Susel, Community Development Director *Bod.*
RE: Transfer of Promissory Note for KWSH Loan

Kent City Council authorized the issuance of a no interest, ten (10) year term, \$15,000.00 loan to the nonprofit Kent Wells Sherman House, Incorporated (KWSH) in November of 2013 to assist with relocation and renovation expenses for the property. The loan was formalized with the City through the issuance of a promissory note.

KWSH is selling the property to 257 North Water, LTD and the new owner will be assuming the loan balance and monthly payments. The KWSH has made all loan payments through July 31, 2021 leaving a loan balance of \$8,463.00 due on the loan. In order to assign the loan balance to the new owner, the City will need to issue a new promissory note naming 257 North Water, LTD as the responsible entity.

I am respectfully requesting time at the July 7, 2021 Council Committee meeting to discuss this item in greater detail and to request Council's authorization, with emergency, for the issuance of a new promissory note in the amount of \$8,463.00 identifying 257 North Water, LTD as the party responsible for the loan balance and monthly payments.

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

Thank you.

Attachments

Cc: Hope Jones, Law Director
Amy Wilkens, Clerk of Council

699

PROMISSORY NOTE

\$15,000.00

12 November, 2013

For value received, the undersigned KENT WELLS SHERMAN HOUSE INCORPORATED promises to pay to the order of the City of Kent, Ohio, an Ohio Municipal Corporation, the sum of Fifteen Thousand Dollars 00/100 (\$15,000.00) with zero (0%) interest, payable in equal installments of \$125.00 per month over 120 months from the date the promissory note is executed. The first payment will be due on November 1, 2014, with payments due on the 1st day of each succeeding month until paid in full.

The payments are payable at the office of Budget and Finance of the City of Kent, Ohio located at 325 South Depeyster Street, Kent, Ohio 44240.

Any holder hereof without notice to anyone may declare the entire debt due after ten (10) days continuous default in the payment of any installment of principal and interest. Upon such declaration the entire debt shall be immediately due and payable. The other condition of this note is that during the ten (10) year term of this note, the Kent Wells-Sherman house shall be used for some public purpose. Should the house not be used for some public purpose during the term of this promissory note, the note shall be considered in default, with the entire debt becoming immediately due and owing.

Overdue installments of interest and principal shall bear interest at the rate of three percent (3%) per annum, payable quarterly.

**KENT WELLS SHERMAN
HOUSE INCORPORATED**

By: Ann H. Ward
Ann Ward, President

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT ("Agreement") is made by and between KENT WELLS SHERMAN HOUSE INCORPORATED, an Ohio not for profit corporation ("Seller"), having a notice address at 247 North Waters Street, Kent, OH 44240, and 257 NORTH WATER, LTD., an Ohio limited liability company or its designated assigns ("Purchaser") having a notice address c/o Patrick Madonio, 228 Highland Avenue, Kent, OH 44240. The "Effective Date" of this Agreement shall be the later of the date that this Agreement is signed by the last of Purchaser and Seller.

1. **Real Property.** Seller shall sell and convey to Purchaser, and Purchaser shall purchase and take from Seller, all Seller's right, title, estate and interest in and to approximately 0.1377 acres of land, subject to confirmation by survey prior to Closing, together with any improvements situated thereon located at and commonly known as 247 North Water Street, Kent Ohio, (Portage County parcel number/tax ID: 17-024-20-00-041-000) (the "Property"). The Property shall be deemed to include all rights, privileges, and easements (except as specifically excluded herein), appurtenant to and for the benefit of the land, as well as all development rights, mineral, timber, air and water rights relating to the land, and any other easements, rights, privileges, and appurtenances thereunto belonging, including all right, title, and interest of Seller in and to any land lying in the right-of-way of any street in front of or adjoining said real property to the centerline thereof, and all improvements, buildings, and fixtures thereon, if any.

2. **Purchase Price; Earnest Money.** The purchase price (the "Purchase Price") for the Property shall be One Hundred Sixty Thousand and no/100 Dollars (\$160,000.00); including the assumption by Purchaser of Seller's obligation to repay a certain Promissory Note dated November 12, 2013 in favor of the City of Kent, Ohio in the original amount of \$15,000, the intent of the parties being that the cash portion of the Purchase Price shall be \$160,000.00 less the balance of said Promissory Note on the Closing Date, hereinafter defined. Within five (5) business days after the Effective Date, Purchaser shall deliver into escrow with the Escrow Agent (as hereinafter defined) the sum of Two Thousand Five Hundred and no/100 Dollars (\$2,500.00) (the "Earnest Money") as Purchaser's earnest money deposit (the "Earnest Money"). Upon receipt thereof by the Escrow Agent, the Earnest Money shall become applicable to the Purchase Price for the Property at Closing.

3. **Escrow Agent & Title Company.** The parties hereto hereby appoint First American Title Insurance Company, 50 South Main Street, Suite 709, Akron, OH 44308 (Phone: 330.643.8800 Fax: 330.643.8805) as the "Title Company" and "Escrow Agent" hereunder. By executing the Escrow Consent and Acknowledgement section on the signature page of this Agreement, Escrow Agent agrees that the Earnest Money shall be held as a deposit under this Agreement: (i) to be applied against the Purchase Price if Closing occurs; or (ii) delivered to Seller or Purchaser, in accordance with the terms of this Agreement, if Closing does not occur. Notwithstanding anything set forth herein to the contrary, Seller and Purchaser shall promptly execute and deliver to Escrow Agent any separate or additional escrow instructions requested by Escrow Agent that are consistent with the terms of this Agreement, provided that the same shall not modify or amend this Agreement.

4. **Due Diligence Period.** Purchaser may terminate this Agreement at any time prior to April/May 15, 2021 (such period being hereinafter referred to as, the "Due Diligence Period") by delivering written notification to Seller. If such notice is delivered this Agreement shall be terminated and neither party will have any further obligation hereunder. Seller shall grant to Purchaser reasonable access to the Property during the Due Diligence Period for purposes of inspecting and testing. Purchaser's investigations of the Property (Purchaser's "Due Diligence") may include environmental surveys, assessments, and testing, inquiry and application for permits and approvals in respect of zoning, permitting, signage, health safety matters, and other governmentally regulated or directed land uses or controls affecting the Property and Purchaser's intended use thereof, and such other tests, studies, inspections, applications, approvals, and examinations as Purchaser may in its discretion elect to pursue, which may, in Purchaser's discretion, include the presentation of the Property to potential third-party tenants and users thereof. Purchaser shall promptly repair any damage done to the Property by or on behalf of Purchaser in the course of its due diligence investigations.

5. **Representations and Warranties:** To induce Purchaser to enter into this Agreement, Seller makes the following representations, warranties, and covenants

a Seller has good and marketable fee simple title to the Property, free and clear of all liens, property taxes, encumbrances, and restrictions, except for those restrictions appearing of record, taxes for the year of Closing, encumbrances that will be cleared prior to Closing, and encumbrances that will be cleared at the Closing out of Seller's proceeds of sale.

8. **Closing:** Closing shall be conducted through an escrow with the Title Company. Unless the parties agree otherwise, the "Closing Date" shall be ~~the first business day that is not less than thirty (30) days after the last day of the Due Diligence Period~~ on or about May 31, 2021.

At Closing Purchaser shall pay the Purchase Price by cash or equivalent and Seller shall furnish an Ohio statutory form general warranty deed, an absence of lien affidavit, non-foreign status affidavit, and any corrective instruments that may be required in connection with perfecting title to the Property.

Seller shall be charged cost of any real estate transfer tax or conveyance fee, the cost of the title examination and title commitment; one half (½) of the escrow fee, one-half (½) the premium for the base Owner's title insurance policy (excluding any endorsements requested by Purchaser), and the cost of discharging any monetary lien on the Property.

Purchaser shall be charged the cost of recording the deed and any mortgage granted by Purchaser, the cost of the survey, if obtained by Purchaser, one-half (½) the premium for the base Owner's title insurance policy and the premiums for any endorsements thereto requested by Purchaser; and one-half (½) of the escrow fee.

Purchaser may delay the Closing for up to thirty (30) days by paying an additional Five Hundred and no/100 Dollars (\$500.00) into escrow prior to the originally scheduled Closing Date, which amount shall be applicable to the Purchase Price for the Property at Closing, but shall be non-refundable to Purchaser for any reason other than Seller's default hereunder beyond any applicable period for cure.

9. **Liens:** Seller shall furnish to the Title Company at Closing an affidavit attesting to the absence, unless otherwise provided for herein, of any financing statements, claims of lien or potential lienor known to Seller and further attesting that there have been no improvements or repairs to the Property for ninety (90) days immediately preceding the date of Closing. If the Property has been improved or repaired within said time, Seller shall deliver releases or waivers of mechanic's liens, executed by all general contractors, subcontractors, suppliers, and materialmen, in addition to Seller's lien affidavit setting forth the names of all such general contractors, subcontractors, suppliers, and materialmen and further reciting that in fact all bills for work to each Property that could serve as a basis for a mechanic's lien or a claim for damages have been paid or will be paid at Closing.

10. **Prorations:** Taxes and assessments (if any) shall be prorated through the day to the Closing. Cash at Closing shall be increased or decreased as may be required by said prorations. Taxes shall be prorated based on the current year's tax with due allowance made for maximum allowable discount and homestead or other exemptions if allowed for said year. If Closing occurs at a date when the current year's millage is not fixed and current year's assessment is available, taxes will be prorated based upon such assessment and the prior year's millage. If the current year's assessment is not available, then taxes will be prorated on the prior year's tax; provided, however, if there are completed improvements on the Property by January 1st of the prior year, then taxes shall be prorated based upon the prior year's millage and at an equitable assessment to be agreed upon between the parties, failing which, request will be made to the County Auditor for an informal assessment taking into consideration any applicable homestead exemption, if any.

11. **Persons Bound; Notice:** This Agreement shall bind and inure to the benefit of the parties hereto and their respective successors in interest. Whenever the context permits, singular shall include plural and one gender shall include all. Notice given by or to the attorney for any party shall be as effective as if given by or to said party.

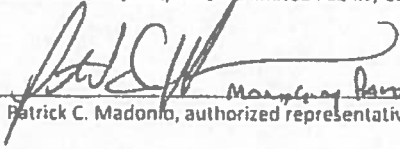
12. **Other Agreements:** No modifications or changes in this Agreement shall be valid or binding upon the parties unless in writing and executed by the party or parties to be bound thereby.

13. **Assignment:** This Contract may be assigned by Purchaser to any person or entity and shall be binding upon and inure to the benefits of the parties hereto, their heirs, executors, administrators, and assigns.

14. **Failure of Performance:** If Purchaser defaults in performance hereunder, any theretofore non-refundable portion of the Earnest Money shall be retained by or for the account of Seller as liquidated damages and in full settlement of any claims, whereupon Purchaser and Seller shall be relieved of all then remaining obligations under this Agreement. If, for any reason other than Seller's failure to make Seller's title marketable after diligent, good faith efforts, Seller defaults under this Agreement, Purchaser may seek specific performance of this Agreement or elect to receive a refund of the entire Earnest Money without thereby waiving any action to recover damages resulting or accruing from Seller's breach.

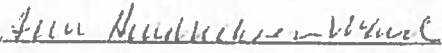
15. **Risk of Loss:** If any improvements on a Property are damaged by fire or other casualty prior to Closing, Purchaser may elect to either take such Property as is, together with any insurance proceeds payable to Seller by virtue of such loss or damage, or to terminate this Agreement and receive a refund of the entire Earnest Money paid hereunder.

PURCHASER:
257 NORTH WATER, LTD., an Ohio limited liability company

By: 
Patrick C. Madonia, authorized representative

Date: February ~~17~~ May 17, 2021

SELLER
KENT WELLS SHERMAN HOUSE INC., an Ohio not for profit corporation

By: 
Its: Chairperson

Date: February ~~17~~ May 5, 2021

SCHEDULE "A"

Schedule of Leases, Tenancies, Licenses, or Other Similar Rights of Third Parties Affecting the Property

1. Lease between Seller and Nancy Grim, LLC dated July 17, 2012
2. Lease between Seller and Vows to Video LLC dated June 12, 2017

3. _____

**Addendum to Purchase Agreement Between
Kent Wells Sherman House Incorporated and
257 North Water, Ltd.**

Dated May 17, 2021

The Purchase Agreement between the Seller and Purchaser, as defined in the Purchase Agreement between Kent Wells Sherman House Incorporated and 257 North Water, Ltd. shall be amended to add the following provision to the Agreement:

The Warranty Deed conveying the property known as 247 North Water Street, Kent, Ohio (the "Property") shall include the following as a Deed Restriction:

The Grantee acknowledges that the building known as the Wells Sherman House is an historic structure in the City of Kent, Ohio. Grantee on behalf of itself, and all successors and assigns, agrees that the exterior appearance of the Wells Sherman House shall not be altered in any way which would affect its appearance as an historical structure. Such alteration would include any vinyl or aluminum siding, which would expressly be prohibited. Notwithstanding the foregoing, the Grantee may alter the east elevation of the building, provided it does not alter or change the character of the structure.

*Ann Hembree Warr
Chairperson, KWST Inc.
5 May 2021*

Kent Police Department

MEMORANDUM

To: Kent City Council
Dave Ruller, City Manager
From: Chief Nicholas Shearer
Date: June 11, 2011
Subject: Grant Funding

This memorandum is to serve as a request to Kent City Council to accept grant funding in the amount of \$17,786.25 as reimbursement for the purchase of ballistic vests. This grant opportunity is through the Ohio Attorney General's Office in conjunction with the Ohio Bureau of Worker's Compensation. This grant opportunity reimburses our department for 75% of the cost of the ballistic vests for which we have a capital budget of \$20,000 to pay for this year. This will save the city considerable money.



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: 6/22/2021
SUBJECT: 2022 Tax Budget and Public Hearing

A handwritten signature in blue ink that reads "Rhonda C. Hall".

The 2022 Tax Budget has been prepared and is submitted as attached for public hearing, along with the request for City Council approval and adoption. The Tax Budget is required to be submitted and adopted annually for each political subdivision in accordance with Ohio Revised Code, Section 5705, by July 15th and subsequently must be filed with the County Auditor by July 20th each year. Failure to do so could result in the loss of the local government fund allocation. The requested Council approval does not appropriate any City of Kent funds for expenditure in the 2022 Fiscal Year.

Tax Budgets are reviewed by County Budget Commissions to certify the amount of monies to be collected and distributed from property taxes, levies and Local Government Funds (LGF) based upon demonstrated needs of the political subdivisions. In Portage County the political subdivisions have voted to adopt an alternative formula for the distribution of the Local Government Funds for the past 20 plus years, which was revised and reaffirmed in 2019.

While preparation of the annual Tax Budget for the City of Kent is largely a procedural formality, it also serves as the first official step in our Capital and Operating Budget processes. Although the required format and presentation of Tax Budget numbers differ considerably from our Annual Budget, they both start with the same basic data and assumptions. These format and presentation differences make direct comparisons between budget documents difficult and subject to misinterpretation. Overall, we continue to apply conservative budget preparation principals. The numbers in the Tax Budget reflect department expenditures that are consistent with our objective to hold Operating and Maintenance expenses to a minimal change as compared to the 2021 budget, unless there is a substantiated and compelling reason for an increase.

Our revenue projections reflect mixed current trends based upon source categories, with little to no increase from 2021 to 2022. Income tax collections are projected to be about the same, but may be slightly higher than that of 2021. Expenses in Personnel Services have been budgeted to reflect actual expenses plus a contractual average increase for most positions (step increases only) with some adjustments for special payouts related to retirements and sell backs of earned time. Additionally, it should be noted that Tax Budget numbers reflect departmental needs based on the prior year. Further budget review and refinement will occur as departmental budget hearings take place and the annual budget process continues preceding presentation in the Fall to City Council for approval and final adoption.

REVISED /88

Prepare in Triplicate

On or before July 20th, two copies of this Budget must be submitted to the County Auditor

CITY OF KENT, PORTAGE COUNTY, OHIO

June 24, 2021

This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. FAILURE TO COMPLY WITH SEC. 5705.28 R.C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.

To the Auditor of said County:

The following Budget for the budget year beginning January 1, 2022, has been adopted by Council and is herewith submitted for consideration of the County Budget Commission.

Signed: _____
 Rhonda C. Hall, CPA
 Title: Director of Budget and Finance

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED RATES

FUND (Include only those funds which are requesting general property tax revenue)	For Municipal Use	For Budget Commission Use			For County Auditor Use	
	BUDGET YEAR AMOUNT REQUESTED OF BUDGET COMMISSION INSIDE/OUTSIDE	BUDGET YEAR AMOUNT APPROVED BY BUDGET COMMISSION INSIDE 10 MILL LIMITATION	BUDGET YEAR AMOUNT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED		
	Column 1	Column 2	Column 3	INSIDE 10 M. LIMIT BUDGET YEAR 4	OUTSIDE 10 M. LIMIT BUDGET YEAR 5	
GOVERNMENTAL FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	
GENERAL FUND, 001	\$ 1,792,849					
WESTSIDE FIRE, 101	257,190					
RECREATION, 106	1,183,765					
POLICE PENSION, 132	126,363					
FIRE PENSION, 133	126,363					
PROPRIETARY FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	
FIDUCIARY FUNDS	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	
TOTAL ALL FUNDS	\$ 3,486,530					

FUND NAME: GENERAL FUND

EXHIBIT I

FUND TYPE/CLASSIFICATION: GOVERNMENTAL-GENERAL

This Exhibit is to be used for the General Fund Only

DESCRIPTION	FOR 2019	FOR 2020	CURRENT YEAR	BUDGET YEAR
(1)	ACTUAL	ACTUAL	ESTIMATED FOR 2021	ESTIMATED FOR 2022
(1)	(2)	(3)	(4)	(5)
REVENUES				
Local Taxes				
General Property Tax - Real Estate	1,634,656.29	1,635,523.77	1,631,976.00	1,631,975.00
Tangible Personal Property Tax	3,437.43	0.00	4,000.00	4,000.00
Other Local Taxes	355,392.97	270,947.60	340,000.00	340,000.00
Total Local Taxes	1,993,486.69	1,906,471.37	1,975,976.00	1,975,975.00
State Shared Taxes and Permits				
Local Government	672,656.26	611,816.39	650,000.00	650,000.00
Estate Tax	0.00	0.00	0.00	0.00
Cigarette Tax	921.37	940.39	900.00	900.00
Liquor and Beer Permits	41,643.70	13,368.60	40,000.00	40,000.00
Local Government Support Fund	52,489.55	111,598.59	100,000.00	110,000.00
Property Tax Allocation	162,990.21	162,637.70	156,874.00	156,874.00
Brimfield JEDD	97,416.82	110,389.16	90,000.00	100,000.00
Franklin JEDD	571,745.26	494,392.70	500,000.00	525,000.00
Other State Shared Taxes and Permits	0.00	0.00	0.00	0.00
Total State Shared Taxes and Permits	1,599,863.17	1,505,143.53	1,537,774.00	1,582,774.00
Intergovernmental Revenues				
Federal Grants or Aid	0.00	147,086.57	0.00	0.00
State Grants or Aid	114,185.02	304,920.79	117,889.00	120,000.00
Other Grants or Aid	9,176.00	36,816.00	0.00	0.00
Total Intergovernmental Revenues	123,361.02	488,823.36	117,889.00	120,000.00
Special Assessments	0.00	0.00	0.00	0.00
Charges for Services	1,966,938.51	1,656,476.15	1,800,000.00	1,800,000.00
Fines, Licenses, and Permits	486,045.99	488,440.17	475,000.00	475,000.00
Interest and Miscellaneous	830,107.42	819,139.19	450,000.00	450,000.00
Other Financing Sources:				
Transfers	3,600,000.00	3,240,000.00	3,600,000.00	3,600,000.00
Advances	106,000.00	36,466.00	0.00	0.00
Total Other Sources	3,706,000.00	3,276,466.00	3,600,000.00	3,600,000.00
TOTAL REVENUE	10,705,802.80	10,140,959.77	9,956,639.00	10,003,749.00

FUND NAME: GENERAL FUND
 FUND TYPE/CLASSIFICATION: GOVERNMENTAL-GENERAL
 This Exhibit is to be used for the General Fund Only

EXHIBIT I

DESCRIPTION	2019 ACTUAL	2020 ACTUAL	CURRENT YEAR ESTIMATED FOR 2021	BUDGET YEAR ESTIMATED FOR 2022
(1)	(2)	(3)	(4)	(5)
EXPENDITURES				
Public Health Services				
Personal Services	393,441.22	346,770.69	405,244.46	417,401.79
Travel Transportation	4,823.04	1,580.55	4,943.62	5,067.21
Contractual Services	142,871.61	192,893.34	197,715.67	202,658.57
Supplies and Materials	18,510.82	18,863.66	19,335.25	19,818.63
Capital Outlay	0.00	0.00	0.00	0.00
Total Public Health Services	559,646.69	560,108.24	627,239.00	644,946.19
Total Leisure Time Activities	0.00	0.00	0.00	0.00
Community Environment				
Personal Services	945,877.03	944,957.70	974,253.34	1,003,480.94
Travel Transportation	5,966.31	2,857.09	6,115.47	6,268.35
Contractual Services	271,576.76	361,831.80	370,877.60	380,149.53
Supplies and Materials	5,008.74	4,387.42	5,133.96	5,262.31
Capital Outlay	0.00	49,169.44	0.00	0.00
Total Community Environment	1,228,428.84	1,363,203.45	1,356,380.36	1,395,161.14
General Government				
Personal Services	1,342,259.05	1,424,223.25	1,466,949.95	1,510,958.45
Travel Transportation	14,701.23	5,499.23	15,068.76	15,445.48
Contractual Services/Misc.	1,398,739.33	1,197,665.58	1,433,707.81	1,469,550.51
Supplies and Materials	34,321.34	20,371.95	35,179.37	36,058.86
Capital Outlay	100,723.00	24,454.00	10,000.00	10,000.00
Total General Government	2,890,743.95	2,672,214.01	2,960,905.90	3,042,013.29
Other Uses of Funds				
Transfers	5,331,943.36	5,803,060.00	6,512,414.00	6,600,000.00
Advances	0.00	0.00	0.00	0.00
Other Uses of Funds	0.00	0.00	0.00	0.00
Total Other Uses of Funds	5,331,943.36	5,803,060.00	6,512,414.00	6,600,000.00
TOTAL EXPENDITURES	10,010,762.84	10,398,585.70	11,456,939.25	11,682,120.62
Revenues over/(under) Expenditures	695,039.96	(257,625.93)	(1,500,300.25)	(1,678,371.62)
Beginning Unencumbered Balance*	5,543,106.77	6,238,146.73	5,583,539.56	4,083,239.31
Ending Cash Fund Balance	6,238,146.73	5,980,520.80	4,083,239.31	2,404,867.68
Estimated Encumbrances (outstanding at year end)	420,785.25	396,981.24	0.00	0.00
Estimated Ending Unencumbered Fund Balance	5,817,361.48	5,583,539.56	4,083,239.31	2,404,867.68

* USE CASH BALANCE

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Taxes				
General Property Tax - Real Estate	234,370.81	233,825.10	230,740.00	230,740.00
Tangible Personal Property Tax	504.39	4,659.90	646.00	646.00
Total Local Taxes	234,875.20	238,485.00	231,386.00	231,386.00
State Shared Taxes and Permits				
Property Tax Allocation	24,246.07	24,248.62	25,804.00	25,804.00
CAT Tax	0.00	0.00	0.00	0.00
Total Shared Taxes and Permits	24,246.07	24,248.62	25,804.00	25,804.00
Miscellaneous	0.00	0.00	0.00	0.00
TOTAL REVENUE	259,121.27	262,733.62	257,190.00	257,190.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Personal Services	257,184.18	196,482.13	264,899.71	272,846.70
Contractual Services	18,554.86	17,420.89	19,018.73	19,494.20
Supplies and Materials	0.00	590.00	600.00	620.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Security of Persons and Property	275,739.04	214,493.02	284,518.44	292,960.90
TOTAL EXPENDITURES	275,739.04	214,493.02	284,518.44	292,960.90
Revenues Over (Under) Expenditures	(16,617.77)	48,240.60	(27,328.44)	(35,770.90)
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	73,693.74	57,075.97	100,331.22	73,002.78
Ending Cash Fund Balance	57,075.97	105,316.57	73,002.78	37,231.89
Estimated Encumbrances (outstanding at end of year)	3,289.75	4,985.35	0.00	0.00
Estimated Ending Unencumbered Fund Balance	53,786.22	100,331.22	73,002.78	37,231.89

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Intergovernmental				
License Taxes	395,618.61	393,336.39	390,000.00	390,000.00
Gas Taxes	644,099.23	797,766.50	834,000.00	834,000.00
Total Intergovernmental	1,039,717.84	1,191,102.89	1,224,000.00	1,224,000.00
Vehicle Maintenance Charges	44,956.04	58,344.60	40,000.00	40,000.00
Special Assessments	65,153.21	5,685.26	1,770.00	0.00
Miscellaneous	50,987.20	72,176.86	5,000.00	5,000.00
Transfer In	1,000,000.00	1,000,000.00	600,000.00	600,000.00
TOTAL REVENUE	2,200,814.29	2,327,309.61	1,870,770.00	1,869,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Service Dept. - Transportation				
Personal Services	1,122,738.81	1,029,723.34	1,156,420.97	1,191,113.60
Contractual Services	470,614.70	381,750.29	482,380.07	494,439.57
Supplies and Materials	571,822.65	266,105.28	586,118.22	600,771.17
Travel/Transportation	43,133.98	48,720.04	49,938.04	51,186.49
Capital Outlay	0.00	0.00	0.00	0.00
Total Transportation	2,208,310.14	1,726,298.95	2,274,857.30	2,337,510.84
TOTAL EXPENDITURES	2,208,310.14	1,726,298.95	2,274,857.30	2,337,510.84
Revenues Over (Under) Expenditures	(7,495.85)	601,010.66	(404,087.30)	(468,510.84)
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	1,142,500.30	1,135,004.45	1,469,469.60	1,065,382.30
Ending Cash Fund Balance	1,135,004.45	1,736,015.11	1,065,382.30	596,871.46
Estimated Encumbrances (outstanding at end of year)	100,071.42	266,545.51	0.00	0.00
Estimated Ending Unencumbered Fund Balance	1,034,933.03	1,469,469.60	1,065,382.30	596,871.46

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Intergovernmental				
License Taxes	16,736.35	17,077.63	14,000.00	16,000.00
Gas Taxes	52,235.07	64,683.76	67,500.00	67,500.00
Total Intergovernmental	68,971.42	81,761.39	81,500.00	83,500.00
Interest/Miscellaneous	1,312.40	1,042.29	500.00	500.00
TOTAL REVENUE	70,283.82	82,803.68	82,000.00	84,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Service Dept. - Transportation				
Contractual Services	22,781.00	21,334.00	23,350.53	23,934.29
Supplies and Materials	45,000.00	45,000.00	46,125.00	47,278.13
Capital Outlay	0.00	0.00	0.00	0.00
Total Service Dept. - Transportation	67,781.00	66,334.00	69,475.53	71,212.41
TOTAL EXPENDITURES	67,781.00	66,334.00	69,475.53	71,212.41
Revenues Over (Under) Expenditures	2,502.82	16,469.68	12,524.48	12,787.59
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	70,995.93	73,498.75	84,802.43	97,326.91
Ending Cash Fund Balance	73,498.75	89,968.43	97,326.91	110,114.49
Estimated Encumbrances (outstanding at end of year)	2,019.00	5,166.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	71,479.75	84,802.43	97,326.91	110,114.49

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Taxes				
General Property Tax - Real Estate	1,080,470.71	1,070,191.28	1,063,975.00	1,068,265.00
Tangible Personal Property Tax	2,291.25	2,709.02	2,500.00	2,500.00
Total Local Taxes	1,082,761.96	1,072,900.30	1,066,475.00	1,070,765.00
State Shared Taxes and Permits				
Property Tax Allocation	110,150.14	109,863.39	113,000.00	113,000.00
CAT Tax	0.00	0.00	0.00	0.00
Total Shared Taxes and Permits	110,150.14	109,863.39	113,000.00	113,000.00
Intergovernmental Grants & Contracts	0.00	0.00	850,000.00	0.00
Fees, Licenses & Permits	3,060.00	3,770.00	1,000.00	3,000.00
Charges for Services	822,757.14	483,739.13	775,000.00	775,000.00
Miscellaneous	195,967.54	66,921.71	150,000.00	150,000.00
TOTAL REVENUE	2,214,696.78	1,737,194.53	2,955,475.00	2,111,765.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Leisure Time Activities				
Personal Services	1,362,721.09	1,225,838.75	1,403,602.72	1,445,710.80
Travel and Transportation	17,782.22	14,253.86	18,226.78	18,682.44
Contractual Services	412,943.05	378,048.62	423,266.63	433,848.29
Supplies and Materials	179,068.21	129,157.24	183,544.92	188,133.54
Capital Outlay	293,272.21	81,927.31	1,129,000.00	35,000.00
Total Leisure Time Activities	2,265,786.78	1,829,225.78	3,157,641.04	2,121,375.08
Repayment of Advance	50,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES	2,315,786.78	1,829,225.78	3,157,641.04	2,121,375.08
Revenues Over (Under) Expenditures	(101,090.00)	(92,031.25)	(202,166.04)	(9,610.08)
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	621,003.86	519,913.86	269,170.20	67,004.16
Ending Cash Fund Balance	519,913.86	427,882.61	67,004.16	57,394.08
Estimated Encumbrances (outstanding at end of year)	106,955.56	158,712.41	0.00	0.00
Estimated Ending Unencumbered Fund Balance	412,958.30	269,170.20	67,004.16	57,394.08

FUND NAME: INCOME TAX, 116

Exhibit II

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Income Taxes	16,573,683.97	15,017,006.75	14,728,500.00	15,500,000.00
Interest	5,460.00	2,820.00	0.00	0.00
Miscellaneous	267,120.00	286,863.00	265,000.00	250,000.00
Advances In	234,080.00	69,000.00	87,000.00	0.00
TOTAL REVENUE	17,080,343.97	15,375,689.75	15,080,500.00	15,750,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
General Government				
Personal Services	251,663.64	269,866.18	135,446.00	139,509.38
Contractual Services	439,431.51	393,007.50	450,417.30	461,677.73
Supplies and Materials	516.05	90.72	528.95	542.18
Transfers Out	16,644,998.45	15,272,090.11	15,707,619.00	15,000,000.00
Advances Out	400,000.00	0.00	0.00	0.00
Total General Government	17,736,609.65	15,935,054.51	16,294,011.25	15,601,729.29
TOTAL EXPENDITURES	17,736,609.65	15,935,054.51	16,294,011.25	15,601,729.29
Revenues Over (Under) Expenditures	(656,265.68)	(559,364.76)	(1,213,511.25)	148,270.71
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	6,563,128.78	5,906,863.10	2,914,958.64	1,701,447.39
Ending Cash Fund Balance	5,906,863.10	5,347,498.34	1,701,447.39	1,849,718.11
Estimated Encumbrances (outstanding at end of year)	2,405,287.61	2,432,539.70	0.00	0.00
Estimated Ending Unencumbered Fund Balance	3,501,575.49	2,914,958.64	1,701,447.39	1,849,718.11

FUND NAME: FOOD SERVICE, 107

Exhibit II

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Fees, Licenses, and Permits				
Food Service Permits/Inspection	92,369.00	91,011.87	100,300.00	92,000.00
Food Service Bulk	22,263.75	24,462.99	40,500.00	23,000.00
Total Fees, Licenses, Permits	114,632.75	115,474.86	140,800.00	115,000.00
TOTAL REVENUE	114,632.75	115,474.86	140,800.00	115,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Public Health and Welfare				
Personal Services	95,747.50	82,062.61	98,619.93	101,578.52
Travel/Transportation	0.00	230.80	236.57	242.48
Contractual Services	0.00	0.00	0.00	0.00
Supplies and Materials	2,142.82	1,520.61	2,196.39	2,251.30
Capital Outlay	0.00	0.00	0.00	0.00
Total Public Health and Welfare	97,890.32	83,814.02	101,052.89	104,072.31
TOTAL EXPENDITURES	97,890.32	83,814.02	101,052.89	104,072.31
Revenues Over (Under) Expenditures	16,742.43	31,660.84	39,747.11	10,927.69
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	145,987.68	162,730.11	193,222.00	232,969.11
Ending Cash Fund Balance	162,730.11	194,390.95	232,969.11	243,896.81
Estimated Encumbrances (outstanding at end of year)	0.00	1,168.95	0.00	0.00
Estimated Ending Unencumbered Fund Balance	162,730.11	193,222.00	232,969.11	243,896.81

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Fees, Licenses, and Permits				
Building Inspections	132,649.25	121,677.50	130,370.00	130,370.00
TOTAL REVENUE	132,649.25	121,677.50	130,370.00	130,370.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Public Health and Welfare				
Personal Services	111,689.65	83,175.99	115,040.34	118,491.55
Travel/Transportation	0.00	0.00	1,000.00	1,000.00
Contractual Services	376.08	35.00	385.48	385.48
Supplies and Materials	0.00	11.05	1,500.00	1,500.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Public Health and Welfare	112,065.73	83,222.04	117,925.82	121,377.03
TOTAL EXPENDITURES	112,065.73	83,222.04	117,925.82	121,377.03
Revenues Over (Under) Expenditures	20,583.52	38,455.46	12,444.18	8,992.97
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	37,179.04	57,762.56	94,760.83	107,205.01
Ending Cash Fund Balance	57,762.56	96,218.02	107,205.01	116,197.98
Estimated Encumbrances (outstanding at end of year)	0.00	1,457.19	0.00	0.00
Estimated Ending Unencumbered Fund Balance	57,762.56	94,760.83	107,205.01	116,197.98

FUND NAME: STATE AND LOCAL FORFEITS, 121

Exhibit II

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Criminal Forfeit and Drug Fines	0.00	0.00	0.00	0.00
TOTAL REVENUE	0.00	0.00	0.00	0.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Contractual Services	0.00	0.00	0.00	0.00
Supplies and Materials	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Security of Persons and Property	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
Revenues Over (Under) Expenditures	0.00	0.00	0.00	0.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	4,767.07	4,767.07	4,767.07	4,767.07
Ending Cash Fund Balance	4,767.07	4,767.07	4,767.07	4,767.07
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	4,767.07	4,767.07	4,767.07	4,767.07

FUND NAME: DRUG LAW ENFORCEMENT, 122

Exhibit II

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Criminal Forfeit and Drug Fines	9,279.25	4,569.75	3,500.00	3,500.00
TOTAL REVENUE	9,279.25	4,569.75	3,500.00	3,500.00
EXPENDITURES (Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Contractual Services	0.00	0.00	0.00	0.00
Supplies and Materials	3,981.16	0.00	11,000.00	11,000.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Security of Persons and Property	3,981.16	0.00	11,000.00	11,000.00
TOTAL EXPENDITURES	3,981.16	0.00	11,000.00	11,000.00
Revenues Over (Under) Expenditures	5,298.09	4,569.75	(7,500.00)	(7,500.00)
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	21,794.99	27,093.08	31,662.83	24,162.83
Ending Cash Fund Balance	27,093.08	31,662.83	24,162.83	16,662.83
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	27,093.08	31,662.83	24,162.83	16,662.83

FUND NAME: ENFORCEMENT AND EDUCATION, 123

Exhibit II

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Criminal Forfeit and Drug Fines	3,206.00	2,876.00	3,000.00	3,000.00
TOTAL REVENUE	3,206.00	2,876.00	3,000.00	3,000.00
EXPENDITURES (Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Contractual Services	0.00	4,200.00	3,000.00	3,000.00
Supplies and Materials	0.00	1,975.62	3,000.00	3,000.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Security of Persons and Property	0.00	6,175.62	6,000.00	6,000.00
TOTAL EXPENDITURES	0.00	6,175.62	6,000.00	6,000.00
Revenues Over (Under) Expenditures	3,206.00	(3,299.62)	(3,000.00)	(3,000.00)
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	19,164.81	22,370.81	19,071.19	16,071.19
Ending Cash Fund Balance	22,370.81	19,071.19	16,071.19	13,071.19
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	22,370.81	19,071.19	16,071.19	13,071.19

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Intergovernmental				
Federal Grants/Aid	0.00	0.00	0.00	0.00
State/Local Grants/Aid	0.00	1,938.25	0.00	0.00
Total Intergovernmental	0.00	1,938.25	0.00	0.00
Miscellaneous	116,951.92	222,855.00	5,000.00	5,000.00
Transfers In	6,723,933.00	6,941,386.89	7,750,000.00	7,750,000.00
TOTAL REVENUE	6,840,884.92	7,166,180.14	7,755,000.00	7,755,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Personal Services	6,662,550.84	5,819,992.52	6,862,427.37	7,068,300.19
Travel/Transportation	74,593.12	74,597.22	76,462.15	78,373.70
Contractual Services	415,484.57	447,804.85	458,999.97	470,474.97
Supplies and Materials	55,542.29	51,773.77	56,930.85	58,354.12
Capital Outlay	0.00	0.00	0.00	0.00
Total Security of Persons and Property	7,208,170.82	6,394,168.36	7,454,820.33	7,675,502.98
TOTAL EXPENDITURES	7,208,170.82	6,394,168.36	7,454,820.33	7,675,502.98
Revenues Over (Under) Expenditures	(367,285.90)	772,011.78	300,179.67	79,497.02
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	1,259,093.58	891,807.68	1,599,342.90	1,899,522.57
Ending Cash Fund Balance	891,807.68	1,663,819.46	1,899,522.57	1,979,019.59
Estimated Encumbrances (outstanding at end of year)	59,329.48	64,476.56	0.00	0.00
Estimated Ending Unencumbered Fund Balance	832,478.20	1,599,342.90	1,899,522.57	1,979,019.59

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Criminal Forfeit and Drug Fines	0.00	0.00	0.00	0.00
TOTAL REVENUE	0.00	0.00	0.00	0.00
EXPENDITURES (Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Contractual Services	0.00	0.00	0.00	0.00
Supplies and Materials	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Security of Persons and Property	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
Revenues Over (Under) Expenditures	0.00	0.00	0.00	0.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	2,076.98	2,076.98	2,076.98	2,076.98
Ending Cash Fund Balance	2,076.98	2,076.98	2,076.98	2,076.98
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	2,076.98	2,076.98	2,076.98	2,076.98

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Federal Grants/Aid	226,931.31	324,846.10	488,711.00	306,793.00
Miscellaneous	78,888.90	14,699.41	25,000.00	25,000.00
TOTAL REVENUE	305,820.21	339,545.51	513,711.00	331,793.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Community Development				
Personal Services	0.00	14,296.74	4,400.00	15,000.00
Travel/Transportation	475.00	0.00	300.00	300.00
Contractual Services/Miscellaneous	181,417.58	383,955.91	184,066.00	285,000.00
Supplies and Materials	0.00	0.00	0.00	0.00
Capital Outlay	52,803.16	78,363.36	257,962.00	0.00
Total Community Development	234,695.74	476,616.01	446,728.00	300,300.00
TOTAL EXPENDITURES	234,695.74	476,616.01	446,728.00	300,300.00
Revenues Over (Under) Expenditures	71,124.47	(137,070.50)	66,983.00	31,493.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	292,874.97	363,999.44	(97,089.51)	(30,106.51)
Ending Cash Fund Balance	363,999.44	226,928.94	(30,106.51)	1,386.49
Estimated Encumbrances (outstanding at end of year)	198,793.71	324,018.45	0.00	0.00
Estimated Ending Unencumbered Fund Balance	165,205.73	(97,089.51)	(30,106.51)	1,386.49

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Miscellaneous/Interest	12,335.82	85.77	0.00	0.00
TOTAL REVENUE	12,335.82	85.77	0.00	0.00
EXPENDITURES (Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Community Development				
Personal Services	0.00	306.65	0.00	0.00
Contractual Services	0.00	139,160.00	0.00	0.00
Supplies and Materials	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Community Development	0.00	139,466.65	0.00	0.00
TOTAL EXPENDITURES	0.00	139,466.65	0.00	0.00
Revenues Over (Under) Expenditures	12,335.82	(139,380.88)	0.00	0.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	127,045.06	139,380.88	0.00	0.00
Ending Cash Fund Balance	139,380.88	0.00	0.00	0.00
Estimated Encumbrances (outstanding at end of year)	139,100.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	280.88	0.00	0.00	0.00

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Intergovernmental				
Federal Grants/Aid	0.00	0.00	0.00	0.00
State/Local Grants/Aid	0.00	0.00	0.00	0.00
Total Intergovernmental	0.00	0.00	0.00	0.00
Miscellaneous	101,799.84	148,067.00	1,000.00	1,000.00
Transfers In	5,523,933.00	5,341,386.89	5,500,000.00	5,500,000.00
TOTAL REVENUE	5,625,732.84	5,489,453.89	5,501,000.00	5,501,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Personal Services	4,503,702.92	3,665,393.91	4,638,814.01	4,777,978.43
Travel/Transportation	38,169.43	36,346.98	39,123.67	40,101.76
Contractual Services	298,547.71	321,422.67	329,458.24	337,694.69
Supplies and Materials	109,506.86	52,864.79	112,244.53	115,050.64
Capital Outlay	171,908.22	146,144.90	752,000.00	590,000.00
Total Security of Persons and Property	5,121,835.14	4,222,173.25	5,871,640.44	5,860,825.52
TOTAL EXPENDITURES	5,121,835.14	4,222,173.25	5,871,640.44	5,860,825.52
Revenues Over (Under) Expenditures	503,897.70	1,267,280.64	(370,640.44)	(359,825.52)
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	2,114,439.10	2,618,336.80	2,512,406.19	2,141,765.75
Ending Cash Fund Balance	2,618,336.80	3,885,617.44	2,141,765.75	1,781,940.23
Estimated Encumbrances (outstanding at end of year)	714,868.57	1,373,211.25	0.00	0.00
Estimated Ending Unencumbered Fund Balance	1,903,468.23	2,512,406.19	2,141,765.75	1,781,940.23

FUND NAME: WIRELESS 911, 129

Exhibit II

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
State Grants/Aid	0.00	0.00	0.00	0.00
TOTAL REVENUE	0.00	0.00	0.00	0.00
EXPENDITURES (Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Contractual Services	0.00	0.00	0.00	0.00
Supplies and Materials	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Security of Persons and Property	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
Revenues Over (Under) Expenditures	0.00	0.00	0.00	0.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	231,449.12	231,449.12	231,449.12	231,449.12
Ending Cash Fund Balance	231,449.12	231,449.12	231,449.12	231,449.12
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	231,449.12	231,449.12	231,449.12	231,449.12

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Fees, Licenses, and Permits Swimming Pool Inspections	8,552.00	7,225.00	7,000.00	7,000.00
TOTAL REVENUE	8,552.00	7,225.00	7,000.00	7,000.00
EXPENDITURES (Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Public Health and Welfare				
Personal Services	7,744.89	5,496.52	7,977.24	8,216.55
Contractual Services	0.00	0.00	0.00	0.00
Supplies and Materials	85.15	0.00	500.00	500.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Public Health and Welfare	7,830.04	5,496.52	8,477.24	8,716.55
TOTAL EXPENDITURES	7,830.04	5,496.52	8,477.24	8,716.55
Revenues Over (Under) Expenditures	721.96	1,728.48	(1,477.24)	(1,716.55)
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	11,804.68	12,526.64	14,255.12	12,777.88
Ending Cash Fund Balance	12,526.64	14,255.12	12,777.88	11,061.33
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	12,526.64	14,255.12	12,777.88	11,061.33

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Taxes				
General Property Tax - Real Estate	115,272.74	115,570.79	114,974.00	114,974.00
Tangible Personal Property Tax	233.45	275.96	250.00	250.00
Total Local Taxes	115,506.19	115,846.75	115,224.00	115,224.00
State Shared Taxes and Permits				
Property Tax Allocation	11,224.23	11,223.74	11,139.00	11,139.00
CAT Tax	0.00	0.00	0.00	0.00
Total Shared Taxes and Permits	11,224.23	11,223.74	11,139.00	11,139.00
TOTAL REVENUE	126,730.42	127,070.49	126,363.00	126,363.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Personal Services	120,000.00	98,726.58	120,000.00	120,000.00
Contractual Services	0.00	0.00	0.00	0.00
Total Security of Persons and Property	120,000.00	98,726.58	120,000.00	120,000.00
TOTAL EXPENDITURES	120,000.00	98,726.58	120,000.00	120,000.00
Revenues Over (Under) Expenditures	6,730.42	28,343.91	6,363.00	6,363.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	37,418.59	44,149.01	72,492.92	78,855.92
Ending Cash Fund Balance	44,149.01	72,492.92	78,855.92	85,218.92
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	44,149.01	72,492.92	78,855.92	85,218.92

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Taxes				
General Property Tax - Real Estate	115,272.69	115,570.74	114,974.00	114,974.00
Tangible Personal Property Tax	233.45	275.96	250.00	250.00
Total Local Taxes	115,506.14	115,846.70	115,224.00	115,224.00
State Shared Taxes and Permits				
Property Tax Allocation	11,224.31	11,523.77	11,139.00	11,139.00
CAT Tax	0.00	0.00	0.00	0.00
Total Shared Taxes and Permits	11,224.31	11,523.77	11,139.00	11,139.00
TOTAL REVENUE	126,730.45	127,370.47	126,363.00	126,363.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I) (PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Security of Persons and Property				
Personal Services	120,000.00	86,907.77	120,000.00	120,000.00
Contractual Services	0.00	0.00	0.00	0.00
Total Security of Persons and Property	120,000.00	86,907.77	120,000.00	120,000.00
TOTAL EXPENDITURES	120,000.00	86,907.77	120,000.00	120,000.00
Revenues Over (Under) Expenditures	6,730.45	40,462.70	6,363.00	6,363.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	37,422.47	44,152.92	84,615.62	90,978.62
Ending Cash Fund Balance	44,152.92	84,615.62	90,978.62	97,341.62
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	44,152.92	84,615.62	90,978.62	97,341.62

FUND NAME: UDAG, 134

Exhibit II

FUND TYPE/CLASSIFICATION: GOVERNMENTAL - SPECIAL REVENUE

Reproduce as needed

DESCRIPTION (1)	FOR 2019 ACTUAL (2)	FOR 2020 ACTUAL (3)	CURRENT YEAR ESTIMATED FOR 2021 (4)	BUDGET YEAR ESTIMATED FOR 2022 (5)
REVENUE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Loan Repayments/Interest/Miscellaneous	119,487.75	84,327.69	60,000.00	60,000.00
TOTAL REVENUE	119,487.75	84,327.69	60,000.00	60,000.00
EXPENDITURES	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(Identify each program and object code at the same level shown on Exhibit I)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
(PROGRAM) (OBJECT)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Community Development				
Contractual Services/Miscellaneous	101,351.64	0.00	50,000.00	50,000.00
Supplies and Materials	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00
Total Community Development	101,351.64	0.00	50,000.00	50,000.00
TOTAL EXPENDITURES	101,351.64	0.00	50,000.00	50,000.00
Revenues Over (Under) Expenditures	18,136.11	84,327.69	10,000.00	10,000.00
Beginning Unencumbered Fund Balance (Use actual cash balance in Col. 2 and 3)	525,484.22	543,620.33	627,948.02	637,948.02
Ending Cash Fund Balance	543,620.33	627,948.02	637,948.02	647,948.02
Estimated Encumbrances (outstanding at end of year)	0.00	0.00	0.00	0.00
Estimated Ending Unencumbered Fund Balance	543,620.33	627,948.02	637,948.02	647,948.02

RESOLUTION NO. 2021-xx

A RESOLUTION ADOPTING THE TAX BUDGET OF THE CITY OF KENT, OHIO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022, SUBMITTING THE SAME TO THE COUNTY AUDITOR, AND DECLARING AN EMERGENCY.

WHEREAS, a tentative Tax budget for the City of Kent, Ohio, has been prepared for the fiscal year beginning January 1, 2022 showing detailed estimates of all balances that will be available at the beginning of the year 2022 for the purposes of such year, and of all revenue to be received for such fiscal year including all general and special taxes, fees, costs, percentages, penalties, allowances, prerequisites, and all other types of classes of revenue; also estimates of all expenditures or charges in or for the purpose of such fiscal year to be paid or met from the said revenues or balances; and otherwise conforming with the requirement of law; and

WHEREAS, said budget has been made conveniently available for public inspection for at least ten (10) days, be and having at least two (2) copies thereof on file in the office of the Director of Budget and Finance; and

WHEREAS, the Council has held a hearing on said budget of which public notice was given by publication not less than ten (10) days previous to the date thereof.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Tax budget of the City of Kent, Ohio for the fiscal year beginning January 1, 2022, heretofore prepared and submitted to this Council, copies of which have been and are on file in the office of the Director of Budget and Finance, be and it is hereby adopted as the official Tax budget of the City of Kent, Ohio, for the fiscal year beginning January 1, 2022.

SECTION 2. That the Clerk be and is hereby authorized and directed to certify two copies of said budget and two copies of this Resolution and to transmit same to the Auditor of Portage County, Ohio, not later than July 20, 2021.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Resolution is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Clerk of Council

I, xx, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF RESOLUTION No. _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

CLERK OF COUNCIL



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: June 22, 2021
Re: FY2021 Appropriation Amendments, Transfers, and Advances

The following appropriation amendments for the July Council Committee Agenda are hereby requested:

Fund 001 – General

Increase \$ 20,000 Comm Envirnmnt - Building / Other (O&M) – Add'l appropriations for plan review services per B. Susel 6/18/2021 memo.
Decrease (60,000) EDA RLF / Other (O&M) – Relocate appropriations to proper fund for EDA II Revolving Loans, R. Hall correction.

Fund 134 – UDAG/RLF

Increase \$ 60,000 EDA RLF / Other (O&M) – Relocate appropriations to proper fund for EDA II Revolving Loans, R. Hall correction.

Fund 138 – Local Fiscal Recovery Fund (ARPA)

Increase \$ 250,000 ARPA / Other (O&M) – Appropriations to complete the design for the Digester Heat Exchangers Project per J. Bowling 6/18/2021 memo.

Fund 201 – Water Fund

Increase \$ 7,000 Water / Other (O&M) – Add'l appropriations to hire outside contracts to supplement existing crews for Harris Street per J. Bowling 6/18/2021 memo.

Fund 301 – Capital Improvements

Increase \$ 5,000 Capital / Capital – Add'l appropriations for the Fire Station Training Room to upgrade for live streaming/return to in-person Council meetings per G. Bishop 6/18/2021 memo.
Increase 12,000 Capital / Capital – Add'l appropriations for the purchase of a postage machine per B. Huff 5/26/2021 memo.

930 OVERHOLT RD., KENT, OH 44240
(330) 678-8102 – Director and General Accounting
(330) 678-8103 Income Tax (330) 678-8104 Utility Billing FAX (330) 676-7584



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: June 18, 2021
TO: Rhonda Hall, Budget & Finance Director
FROM: Bridget Susel, Community Development Director
RE: Appropriations Request: Plan Review, Building Division

The Building Division has received several large-scale commercial project plans in recent months that require technical plan review by the City's outside Plan Reviewer so additional appropriations are needed to ensure the plan reviews can continue without any delays.

I am respectfully requesting an additional \$20,000 by appropriated to the Building Division's Professional Services line (001-04-540-402-7340) for plan review services.

Please let me know if you need any additional information in order to include this with your appropriations request submitted for consideration by Council at the July 7, 2021 Committee meeting.

Thank you in advance for your assistance.

Cc: Brian Huff, Controller
Kim Brown, CD Dept.

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: June 18, 2021

RE: Digester Heat Exchangers – Appropriations Request

The Service Department is requesting to appropriate \$250,000 from the Local Fiscal Recovery Fund (Fund 138) to complete the design for the Digester Heat Exchangers Project at the Water Reclamation Facility. This project was put on hold previously due to lack of available funding. With approval of this appropriation, the design can be completed and the project ready for construction if future Local Fiscal Recovery Funds are available. The construction for this project is budgeted at \$4.9 million.

Please let me know if there are any questions.

c: Melanie Baker
Brian Huff
Cori Finney
Bill Schesventer
Cathy Wilson

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling

DATE: April 20, 2021 *JSB*

RE: Water Funds Appropriation Request

The Service Department is requesting to appropriate \$7,000 from the Water Fund to remove lead in water services along Harris Street. This work is being completed in conjunction with the street rehabilitation being performed on Harris Street. The Central Maintenance Division will be replacing lead parts on existing water services on Harris Street as mandated by the Ohio Environmental Protection Agency (OEPA). The Central Maintenance Division was planning on completing a portion of the work with assistance from an outside contractor. However, due to continued conflicts with other essential duties the entirety of the work is required to be contracted out. Therefore, we are requesting to appropriate the following additional funds to meet the OEPA Mandate.

- \$7,000 to hire an outside contractor to supplement existing crews (201-05-550-605-7390)

Please let me know if there are any questions.

c: Melanie Baker
Brian Huff
Rhonda Boyd
Gary Labajetta
Cathy Wilson



CITY OF KENT, OHIO

Information Technologies Department Memorandum

To: Rhonda Hall, Finance Director
From: Gary Bishop, IT & Communications Manager
Date: 6/18/2021
Re: Appropriation of Unbudgeted Capital Funds for Return to In-person Council Meetings

With the need to return to in-person Council meetings and the desire by Council to continue to livestream the meetings, updates to the equipment in the Fire Station 1 Training Room will need to be made. I am requesting that we create a Capital Project for the updates and I am requesting funds in the amount of \$5000 be placed into the 301 Capital Fund to assist with making the Fire Station 1 Training Room ready.

I do not have an exact cost for the upgrades at this time, but this request is for funds "Not to Exceed \$5000". Any unused funds at the completion of the project will be returned.

A handwritten signature in black ink that reads "Gary Bishop".

Gary Bishop
IT & Communications Manager



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE

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

From: Brian Huff, CPA Controller

Date: May 26, 2021

Re: Appropriation Amendment Needed

An amendment to appropriations in fund 301 are being requested due to the purchase of a postage machine for City-wide use. The current machine is approximately 10 years old and has been inconsistently working. We will purchase the postage machine that we determine to have the best cost and value over it's useful life. Please appropriate \$12,000 to 301-07-570-708-7630. Thank you!

A handwritten signature in black ink that reads "Brian Huff".

Brian Huff, Controller

**KENT POLICE DEPARTMENT
MAY 2021**

	MAY 2020	MAY 2021	TOTAL 2020	TOTAL 2021
CALLS FOR SERVICE	1523	1962	8565	8766
FIRE CALLS	284	362	1692	1860
ARRESTS, TOTAL	103	149	554	687
JUVENILE ARRESTS	3	5	24	25
O.V.I. ARRESTS	10	9	54	46
TRAFFIC CITATIONS	116	156	870	681
PARKING TICKETS	146	1064	2660	4008
ACCIDENT REPORTS	18	38	217	191
Property Damage	6	13	114	97
Injury	6	7	36	30
Private Property	3	10	37	33
Hit-Skip	2	5	21	19
OVI Related	1	3	5	11
Pedestrians	0	0	4	1
Fatals	0	0	0	0
U.C.R. STATISTICS				
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	0	0	2	0
Assault Total	17	23	81	89
Serious		4		1
Simple		13		22
Burglary	4	7	27	28
Larceny	26	27	125	133
Auto Theft	1	0	3	3
Arson	1	0	1	0
Human Trafficking:Servitude	0	0	0	0
Human Trafficking:Sex Acts	0	0	0	0
TOTAL	49	57	239	253
CRIME CLEARANCES				
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	0	0	2	16
Assault Total	12	15	68	56
Serious		3		1
Simple		9		14
Burglary	2	0	7	12
Larceny	5	5	24	23
Auto Theft	0	0	0	0
Arson	1	0	1	0
Human Trafficking:Servitude	0	0	0	0
Human Trafficking:Sex Acts	0	0	0	23
TOTAL	20	20	102	130



KENT FIRE DEPARTMENT MONTHLY INCIDENT REPORT APRIL 2021

FIRE INCIDENT RESPONSE INFORMATION

Summary of Fire Incident Alarms

City of Kent			
Kent State University			
Franklin Township			
Sugar Bush Knolls			
Mutual Aid Given			
Total Fire Incident Alarms			

CURRENT PERIOD			YEAR TO DATE		
2021	2020	2019	2021	2020	2019
37	69	49	203	217	195
11	2	8	36	52	43
9	19	9	49	53	66
0	1	1	5	2	1
4	1	4	10	12	16
61	92	71	303	336	321

Summary of Mutual Aid Received by Location

City of Kent			
Kent State University			
Franklin Township			
Sugar Bush Knolls			
Total Mutual Aid			

0	0	0	4	1	0
0	0	0	0	0	0
0	0	0	1	0	0
0	0	0	0	0	0
0	0	0	5	1	0

EMERGENCY MEDICAL SERVICE RESPONSE INFORMATION

Summary of Emergency Medical Service Responses

City of Kent			
Kent State University			
Franklin Township			
Sugar Bush Knolls			
Mutual Aid Given			
Total Emergency Medical Service Responses			

CURRENT PERIOD			YEAR TO DATE		
2021	2020	2019	2021	2020	2019
239	173	226	918	825	905
10	0	36	37	71	103
53	42	37	204	161	185
9	0	1	13	2	4
8	0	3	16	7	11
319	215	303	1188	1066	1208

Summary of Mutual Aid Received by Location

City of Kent			
Kent State University			
Franklin Township			
Sugar Bush Knolls			
Total Mutual Aid			

1	2	1	2	5	5
0	0	1	2	0	1
0	0	0	1	0	4
0	0	0	0	0	0
1	2	2	5	5	10

TOTAL FIRE AND EMERGENCY MEDICAL SERVICE RESPONSE INCIDENTS

380	307	374	1491	1402	1529
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TOTAL ALL RESPONSES, INCLUDING MUTUAL AID

381	309	376	1501	1408	1539
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