



Boards and Commissions April 2021 Candidates

Board of Zoning Appeals- One (1) Vacancy

Members of the Board of Zoning Appeals shall hear and determine all appeals; grant or recommend variances; and have the power to hear and decide any question involving the interpretation of any provision of the Zoning Ordinance. Members will also hear appeals for the Exterior Maintenance Code. TERM: One (1) three-year term to fill a vacancy of an unexpired term.

- NO APPLICANTS

Design and Preservation Committee- One (1) Vacancy

Members shall have, to the highest extent possible, a demonstrated knowledge, experience, or interest in architecture and/or historic preservation. Members must possess a determination to work for the overall improvement of the quality of the physical environment of the City. TERM: Three (3) year term

- NO APPLICANTS

Fair Housing Board- One (1) Vacancy

May not hold any elected public office at municipal, county, state or federal level and shall not be employed by the City, but may be employed by the County, State and Federal government. Members hear complaints on alleged violations and/or unlawful housing practices. TERM: To fill an unexpired term effective immediately through 12/31/22.

- Jennifer Nichols New Applicant
- Kaleigh Veraldo Zucchero New Applicant

Loan Review Board- One (1) Vacancy

One (1) Vacancy available for a *Local Attorney*. The City's Loan Review Board is responsible for reviewing loan applications from qualified businesses seeking Economic Development Administration (EDA) funding to assist with needed commercial start-up or production expansion costs. TERM: Five (5) year term.

- NO APPLICANTS

Stormwater District Review and Appeals Board- Two (2) Vacancies

The Board will hear appeals regarding disputes brought by owners and non-owners concerning application of the city's Stormwater Utility Chapter and will have the authority to make adjustments to provide relief due to unique circumstances which reduce the burden of operating, constructing, repairing and maintaining the Stormwater utility system. Term: Two (2) year term.

- NO APPLICANTS



Council, Clerk of <councilclerk@kent-ohio.org>

Online Form Submittal: Online Boards & Commissions Application

1 message

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

Thu, Feb 25, 2021 at 7:59 PM

To: councilclerk@kent-ohio.org

Online Boards & Commissions Application

Note

First Name	Jennifer
Last Name	Nichols
Address	1560 Chadwick Road
City	Kent
State	OH
Zip Code	44240
Home Phone Number	3304747097
Cell Phone Number	2168703557
Email Address	jennifer@ericdoesdata.com
# of years you have lived in Kent	2
Education	University of Akron, Akron OH
Place of Employment	Eric Does Data, LLC 1560 Chadwick Road, Kent OH 44240
Political Party	Republican
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Fair Housing Board
Please provide educational and professional background to assist Council in review of your application.	I attended the University of Akron until I became a mother. Unfortunately, I did not have the opportunity to finish my degree but years later build a Power BI consulting company with my husband. Our home office is in Kent and we recently employed an intern from Kent State Business Analytics Department.
Why are you interested in this appointment?	Having purchased our house in Kent just under two years ago, I believe I will be a set of "fresh eyes" for The Fair Housing Board. I have a sincere love for Kent and the community and a vested interest with 3 school-age children attending school in the District.

Resume or other
qualifications

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Council, Clerk of <councilclerk@kent-ohio.org>

Fair Housing Board Application

2 messages

Clerk of Council <councilclerk@kent-ohio.org>
To: jennifer@ericdoesdata.com
Cc: Amy Wilkens <councilclerk@kent-ohio.org>

Mon, Mar 1, 2021 at 1:32 PM

Ms. Nichols,

Thank you for applying for a Board or Commission for the City of Kent. In normal circumstances, the next step would be for applicants to interview for their positions at the Council Committee meeting, but due to the pandemic and the state of our meetings, this has changed.

Last year, Council decided to forgo the interviews due to the difficulty of conducting these virtually. That being said, your application has been submitted to Council and will be reviewed at the Council Committee Meeting on **April 7, 2021**. Council will discuss applicants during the Executive Session which occurs after the meeting and then will vote on candidates at the **April 21, 2021** meeting. Please feel free to watch both meetings which will be livestreamed on the City's Youtube Channel.

After the April 21, 2021 meeting, I will reach out to you regarding your status on the Board. Again, thank you for your application and for volunteering to serve your community.

Please let me know if you have any questions.

Amy Wilkens, MA.Ed | City of Kent | Clerk of Council

301 S. Depeyster St. | Kent, OH 44240

p: 330.676.7555 | e: wilkensa@kent-ohio.org



Jennifer Nichols <jennifer@ericdoesdata.com>
To: Clerk of Council <councilclerk@kent-ohio.org>

Mon, Mar 1, 2021 at 2:25 PM

Good afternoon Ms. Wilkens,

I am really excited if given this opportunity. As I said in my application, my husband and I are small business owners in Kent, we purchased our house in Kent 2 years ago and we have 2 out of 3 boys at Holden Elementary. I have always done volunteer and community service work and encourage my children to be involved when appropriate. Our company has been member of the Kent Area Chamber of Commerce since 2019 and we intend of being active participants in the community. The COVID-19 pandemic has really put a damper on things. Moving from Akron, we were super excited to explore downtown, the parks and restaurants. Although we haven't dined in we have made stops into the local coffee shop and ordered take-out from a few restaurants. When the children attended Akron Public Schools I volunteered for events and really felt a sense of community. I am hoping to do the same in Kent.

I sincerely appreciate your consideration for the position and I look forward to tuning-in to the committee meeting.

Sincerely,

Jennifer Nichols

Vice President

Eric Does Data, LLC



<https://ericdoesdata.com>

(office) 330-574-3311

(mobile) 216-870-3557

"See data differently"

[Quoted text hidden]

- > PLEASE NOTE: This message and any response to it may
- > constitute a public record, and therefore may be available
- > upon request in accordance with Ohio public records law.
- > (ORC 149.43)



Council, Clerk of <councilclerk@kent-ohio.org>

Online Form Submittal: Online Boards & Commissions Application

1 message

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

Tue, Nov 24, 2020 at 1:16 PM

To: councilclerk@kent-ohio.org

Online Boards & Commissions Application

Note

First Name	Keleigh
Last Name	Veraldo-Zucchero
Address	115 S Prospect St
City	Kent
State	OH
Zip Code	44240-3421
Home Phone Number	3308050651
Cell Phone Number	<i>Field not completed.</i>
Email Address	keleighvz@sbcglobal.net
# of years you have lived in Kent	33 years
Education	Realtor Licensee 2021 Early Childhood Education, University of Cincinnati Early Childhood Development CDA
Place of Employment	Kids Country Day School; 2005 to present, Corporate Trainer, Conscious Discipline Specialist
Political Party	Democrat
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Fair Housing Board

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

From 1996 to 2003 I was a Property Manager for Hickory Mills Apartments. I was responsible for leasing, maintaining, and managing the property that was home to over 200 residents in 110 apartments. As part of my employment I worked with families, students, and individuals to build a community inside our apartment village while also acting as a liaison between our small part of Kent and the city surrounding us. In addition to my

daily responsibilities I was also required to attend many fair housing discussions, seminars, and trainings to ensure that each potential applicant and resident was treated fairly and equally. I was also responsible to working with local legal counsel to ensure that the community I was responsible for lived to the highest, most respectful standards. I brought a solution-based attitude to each problem as they arose, preferring to recognize the importance 'home' plays in a person's life so that I sought resolutions instead of evictions. In my time there I was fortunate to facilitate and witness many residents become homeowners in Kent, including myself. I am currently studying to be a Realtor, having already acquired a position at a local brokerage, and will be licensed in January of 2021. As part of my continued Realtor licensure I will be required to continue my education in real estate, fair housing, appraisal, finance, and law.

Why are you interested in this appointment?

I am a 'transplant' that came to Kent State University, fell in love with a 'townie', and stayed. We bought our home and started our family here because of the warm, hometown feeling Kent has always inspired in my heart. I am proud and honored to call Kent home. It is that feeling that is my motivation for wanting to be involved in a bigger way. I believe it is important to recognize that not only does Kent have generations of residents that have called our town home for years but each year Kent State University welcomes students that potentially will become our neighbors, employees, and friends. It is impactful for each resident's voice to be heard and to empower residents and landlords to forge a cooperative, not combative, relationship as Kent strives for the highest level of equality in our housing. I believe how Kent community treats its residents (both homeowners and renters) speaks to the integrity and high standards that we should hold ourselves and our neighbors accountable to. The importance of fair-minded residents speaking on behalf of the town to ensure that each living situation is fair and just is evidence of our commitment to continue to grow as a community as we welcome new neighbors.

Resume or other qualifications

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CITY OF KENT, OHIO

CLERK OF COUNCIL

MEMO

March 25, 2021

To: Mayor & City Council
Dave Ruller, City Manager

From: Gary Bishop, IT Manager
Patti Long, Assistant to the City Manager
Amy Wilkens, Clerk of Council

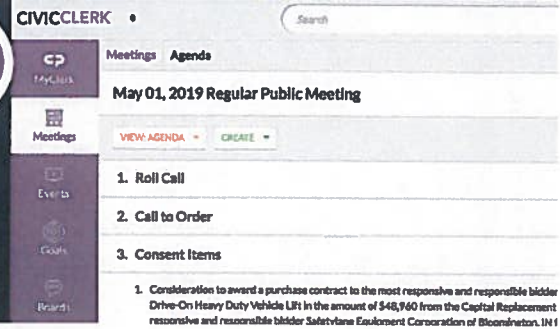
Re: Civic Clerk Software

Council Agenda time is being requested to present information regarding entering into an agreement with Civic Plus to utilize its Civic Clerk Management System. The module will streamline the way we collect agenda submissions and assemble packets for each meeting. It will provide total visibility into the agenda, meeting and video content and provide Council secure, individual access to meeting material. In addition, it will assist all who use the software (Clerk and Boards and Commissions) with minute taking and review. The service now comes with access for all of Boards and Commissions in addition to the Clerk and Council. Attached is more information regarding the Civic Clerk Agenda Management System for your review.

Please let me know if you have any questions regarding this Memo or attached materials prior to the April 7th Committee Meeting.

Thank you.

Why CivicClerk?



Clerks & Agenda Administrators

As the primary point of contact and documentation facilitator, clerks benefit from time-saving process automation without having to sacrifice control.

- Custom configurations based on business processes
- Total visibility into the agenda, meeting, and video content from one system
- Assign tasks to stakeholders
- Access to ongoing product education and industry-specific webinars, blog posts, and newsletters

Elected & Appointed Officials

Elected leaders benefit from a reliable and accessible interactive tool to prepare for and participate in public meetings.

- Secure, individual access to meeting materials with full-text search
- Pre- and during meeting annotation and note-taking functionality
- Device agnostic
- Electronic voting (additional fees apply)

Agenda Contributors

Item Submitters benefit from an easy-to-use interface that makes it faster to collaborate on agendas.

- Pre-formatted staff reports
- Versioning control
- A dashboard display for a quick review of outstanding task assignments
- In-application support

Managers & Administrators

As approvers, department managers and community administrators benefit from accessible collaboration tools and visibility into staff work.

- A user-friendly, intuitive system for all staff members
- Automated workflows
- Versioning control
- Customizable reporting

Information Technology Leaders

Internal IT stakeholders benefit from peace-of-mind and the near-elimination of system questions and complaints.

- Secure, cloud-based hosting
- Unlimited users and storage
- Automatic upgrades
- Built-in integrations with Dropbox, Microsoft's One Drive and Google Drive, and API availability
- 24/7/365 U.S.-based support

Citizens

Members of your community benefit from transparency and accessibility to public meeting content.

- PDF downloads of agendas, packets, minutes, notices, and other documents
- Dedicated citizen portal with email subscriptions and full-text search
- Side-by-side agenda and video display
- Accessibility portal designed to WCAG 2.0 A and AA standards

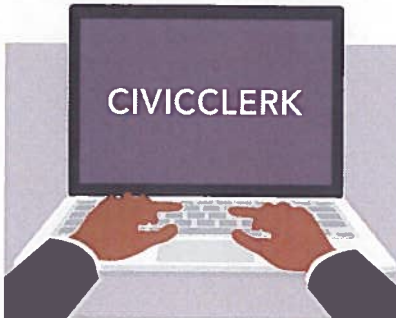
AGENDA AND MEETING MANAGEMENT

CivicClerk is a comprehensive, collaboration tool to help aggregate information, reports, approvals, and notes in a single, transparent, cloud-based repository. CivicClerk brings teams together, fosters dialogue, and expedites reviews and approvals, offering the critical functionality needed by every stakeholder at their crucial point in the review and approval process.



Meeting Preparation and Item Submission

- Create agenda items and draft staff reports
- Upload attachments
- Submit for approval



Review and Approval from Collaborators

- Receive, review, and revise agenda items
- Assign tasks with due dates
- Visually track item status



Agenda Generation and Publication

- Publish to web and send to board members and subscribed residents
- Easy last-minute additions and agenda revisions



Meeting Participant Preparation

- Board members and citizens view agenda and meeting packet on any device
- Board members create annotations
- Available accessibility portal designed to meet WCAG 2.0 A and AA requirements



Meeting Day

- Add and call speakers and run speaker timer
- Capture motions, votes, comments, and discussion from the meeting
- Create video bookmarks using CP Media (additional fees apply)



Post-Meeting

- Make any necessary revisions to meeting actions and discussion recorded during the meeting
- Generate and distribute or publish draft and final meeting minutes
- Use preformatted text snippets to populate your minutes document



2020 MSK Final Report

Marketing Committee - The Main Street Kent marketing committee promotes downtown Kent's shops, restaurants, bars, nightlife, arts, culture, outdoor recreation, events, public art, unique character and more. Main Street Kent hosts year round events, drawing people from the immediate area and from afar. This committee "spreads the word" about what Kent has to offer, promoting the businesses and features of downtown Kent through a variety of media.

Committee members: Mike Beder, downtown business owner; Roger Hoover, Rust Creative owner/creative director; Michelle Sahr, downtown business owner; Heather Malarcik and Lesley Sickle, Main Street Kent staff

Marketing Plan - The MSK marketing plan guides our efforts to increase attendance and profitability of events, strategically market the downtown Kent experience to specific audiences, increase activity on our [website](#) and social media through quality content and [blogging](#), communicate with our fans/followers/event attendees, and more. Due to COVID-19, our plans shifted after first quarter to better accommodate the challenges and new direction of our businesses. One of our main goals is to help promote modified business models and safety precautions put in place to ensure the well-being of our community. We also streamlined our marketing to a very local focus, highlighting the importance of "locals supporting local" during this time and creating incentives to encourage local support.

Kent State Student Media - A portion of our marketing messaging is geared toward students, faculty and staff at Kent State. This includes paid tweets on Twitter, digital ads on [www.kentwired.com](#), print advertising in a variety of publications, and utilizing their "street team" to disseminate events information on campus, when appropriate.



Social Media/Email Marketing - We market the assets of downtown Kent daily via social media, strengthening Main Street Kent's presence on Instagram and Facebook. We also send an e-blast to our **4,793 Constant Contact** subscribers twice per month, highlighting upcoming events, business features and other relevant items. Followers: **Facebook - 16,209, Rating: 4.8/5; Instagram - 5,418**

Social media ads and "boosts" are placed regularly, depending on a specific marketing theme. Other content is delivered on a daily basis covering events, business specials, art features, new businesses/expansions, volunteers, beautification efforts, and more.

Women in Business - During March, our focus was Kent's Women in Business - specifically supporters of Main Street Kent. This included a dedicated [landing page](#) on our website, a blog, and social media posts to showcase many of Kent's amazing women-run businesses.



Kent Rainbow Weekend - What started as a bar crawl turned out to be an entire weekend of entertainment, arts, and education – in celebration of the LGBTQ+ community. On March 6 and 7, the entertainment lineup consisted of a comedy show, storytelling, drag shows, open mic, live music, art exhibits, drag karaoke, community art projects, and more. Banners adorned the W. Main St. bridge and a downtown crosswalk was temporarily painted in rainbow stripes in celebration of this first time event. A portion of bar crawl proceeds benefited Kent State’s LGBTQ+ Center Emergency Fund. The event turnout was fantastic, and Kent was widely recognized for being the inclusive and loving community it is! Sponsored by ABSOLUT, Hall-Green Agency, and NOPEC.



Kent Up Close - Once our businesses were closed down due to COVID-19, we knew it would be important to help communicate changes and new ways of doing business to the public – including how we could all continue to support them. These videos include personal interviews with business owners as they navigate this difficult time, and reimagine ways of doing business. These are our friends and the character of our city, and we’re doing everything we can to help!
www.mainstreetkent.org/kent-up-close/up-close-with-businesses/

Support Our Locals - This page on the MSK website highlights ways to support downtown businesses, special shopping hours for high-risk customers, and more. With things changing so rapidly, it was important to keep the community informed about curbside pickup, delivery, online ordering, and other innovative ways our businesses are working to stay afloat.

Glad to See You - We developed a series of info-graphics for use on social media, featuring businesses that are taking serious precautions to protect their staff and the public. It’s important for the community to see first-hand that their health and safety are top priority.



Locals Love Local - This campaign began in August, with an online petition/pledge to support local first, large banners hanging in various places around the downtown, and a promotion for community members to support four downtown businesses (two retail and two food establishments), and receive a free “Locals Love Local” ceramic coffee mug. Over 500 mugs were given away to locals for supporting our small businesses!



Locals SHOP Local - With the support of Hometown Bank, this promotion was created to encourage downtown spending and continue the important messaging about supporting local business. Customers who spent \$20 at any participating business were rewarded with a “\$5 On Us” gift card to be used during the promotional period, a 25% kickback!

Wizardly Week - Rather than cancelling the annual Wizardly World of Kent event, it was transformed into a weeklong celebration, complete with a virtual 5 3/4 K and a Sorcery Stone



Search inside our business windows. The fun run, sponsored by Hall-Green Agency and Off the Wagon, helped raise funds for MSK, and the rock hunt gave the community a fun activity to do while physical distancing, sharing pictures of their “finds” on social media and winning prizes! Our businesses decorated their windows, offered themed menu items like buttery beverages, and saw a steady flow of foot traffic all week. Our goal was to “Keep the Magic Alive” in Kent during these trying times, and that message was projected onto the side of The Mill. FOX featured the event, too. https://youtu.be/_0vUqvR-dI

Kent Oktoberfest - This community favorite was also reimagined for 2020. Our traditional one-day event, complete with German dancing, beer trucks and live music, had to take on a new shape and we were up to the challenge! Road closures and street vending were eliminated, and we were able to stretch the event out to a weeklong celebration at over 15 Kent businesses. Schnitzel, bratwurst, seasonal sweet treats, Oktoberfest beers and more were featured at bars and restaurants. Platform Beer Co. provided over 500 free commemorative beer glasses to customers with purchase. Hometown Bank sponsored a rooftop concert at Water Street Tavern, featuring Chardon Polka Band, which could be heard from near and far. This event provided a much needed increase in business for our bar/restaurant establishments! Sponsored by Portage Community Bank, College Town Kent, Acorn Alley, and AMETEK.



Home for this Holiday Digital Concert - After months without live music or events in Kent, we came up with the idea to feature local musicians, lift community spirits for the holidays, and garner some support for Kent Social Services. We invited 18 local musicians/groups to participate by performing and recording a favorite holiday tune to be a part of this virtual show. Roger Hoover hosted and produced the show, which was nearly an hour in length. The concert was sponsored by The Portager and twenty local businesses and community members; tickets were sold for a minimum \$10 donation to support Main Street Kent and Kent Social Services. In the end, we donated \$2021 to Kent Social Services!



Make it Merry! Make it Kent! The Kent Area Chamber of Commerce, City of Kent, Kent Parks & Recreation, Acorn Alley, Hometown Bank, College Town Kent, and Main Street Kent all got together to plan for the holidays this year to ensure a cohesive plan involving lots of decorations, activities, and cross-promotion of each other’s efforts. New banners for photo opportunities were created, the “Snow-people Project” put 20 decorative snow-people into the downtown flowerbeds, the “Elf Hits Downtown Kent” activity drove people into various shops and restaurants, and Santa’s visit was planned – but then cancelled due to heightened COVID risk levels. We were all committed to making the most of the 2020 “situation,” bringing a merry and bright holiday to our businesses and community, with great success.



Design Committee - MSK board member Dylan Ball is the chair of this committee, which is intended to be the “designing voice of the Kent community” and is focused on the aesthetics of our downtown.

Committee members: Alex Catanese, Each + Every design director; Kelly Dietrick, Troppus Projects owner/artist; Annie Flaherty, Envisage Group vice president of technology service; Doug Fuller, retired architect/preservationist; Tom Hatch, Focus Curriculum president; Jen Mapes, KSU Department of Geography assistant professor; Elaine Mattern, The Davey Tree Expert Company brand manager; Allan Orashan, Century 21 realtor; Mark Prues, designer at Metis Construction; Robin Spano, social media freelancer



Spring Tulips - MSK volunteers planted 1,000 tulip bulbs last fall in four of the Adopt-A-Spot flowerbeds surrounding Hometown Bank Plaza. This added a huge splash of spring color to downtown Kent, and filled the gap before the flowerbeds were planted in May. More tulip bulbs were planted in November for spring 2021 as well.

Adopt-A-Spot - The 2020 Adopt-A-Spot program was a great success! We launched a GoFundMe campaign to raise money to help pay for the flowers rather than asking our small business sponsors for support this year. The response from the community was fantastic, and we still received support from our larger businesses/organizations, resulting in a beautifully planted downtown district. Though we had to forgo the hanging baskets this year, we're grateful for the brightness and cheer these plantings bring, as we work to make our outdoor areas attractive and inviting.



Dan Smith Community Park Summer Clean Up - MSK coordinated a schedule of volunteers to clean up the park through the fall, seven days a week. These community members, ranging from scouts and high school students to a local retiree, take a little bit of time each day to clean up litter, report any issues, and tidy up the park, an important asset to our downtown.



Better Days in Kent, OH - The Design Committee worked with local artist Jerrica Damask to create the "Better Days in Kent, OH" mural, a temporary art installation located near The Mill on N. Water St. Jerrica had been creating positive messaging pieces around town throughout the pandemic, and she contacted

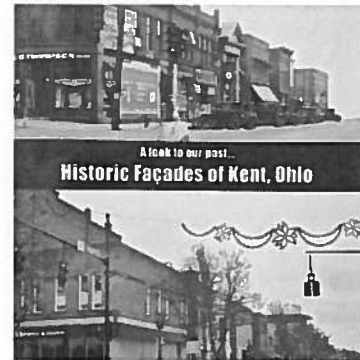


MSK in hopes of bringing this vision to reality. On a sunny Saturday afternoon, members of the community stopped by the 8' x 8' wooden "canvas" to contribute to the outlined design. The result is beautiful, and it was so nice to see all ages come together (with masks and distancing, of course) to create this special piece.

Hall-Green Mural - Building/business owner Mike Finley worked with the MSK Design Committee to develop a brand new look for the back of his building, replacing the “giant business card” with a meaningful, colorful mural! Local artist Kelly Dietrick and the team at Each + Every came up with a design to be implemented in three phases, with phase one being completed this fall. Plans include additional phases in the spring and summer of 2021. The community will have the opportunity to contribute ideas for some elements of the “GROW” mural before the second phase begins, a real collaborative effort!



Historic Facades of Kent, OH - After many months of editing and fine-tuning, and with the financial support of the Rotary Foundation and Henry V. and Frances W. Christenson Foundation, MSK partnered with the Kent Historical Society & Museum to publish this book! Author Mark Prues, with the support of Tom Hatch, Howard Boyle, Doug Fuller and many other volunteers, created this powerful tool to educate people about the history of our downtown buildings, including architecture and use, with the hopes of preserving their integrity in the decades to come. For sale at KHS kentohiohistory.org and McKay Bricker Framing.



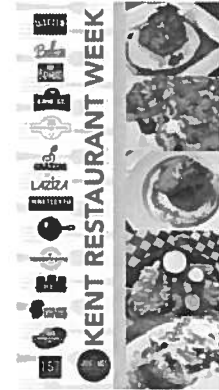
Holiday Window Decorating Contest - We had 20 businesses enter the annual window decorating contest this year, and as always, had some great entries! This town really lights up and gets festive around the holidays, regardless of circumstances. This year's winners: 1st place - Empire; 2nd place - Troppus Projects; 3rd place - Downtown Gallery.



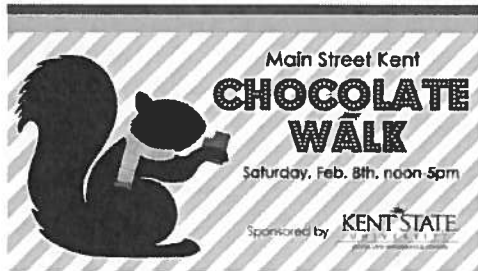
Business Enhancement Committee - MSK board member Josh Rider leads this committee, with a focus on driving traffic through the doors of our businesses. The committee searches out opportunities for the businesses to work together on events, promotions, education, and other collaborative efforts that will improve the downtown business environment.

Committee members: Mike Beder, downtown business owner; Sage Culley, project manager at The Davey Tree Expert Company; Tim Dean, director of operations at College Town Kent; Michael Faehnal, Squirrel City Jewelers owner; Todd Kamenash, KSU assistant dean of students; Patrick Madonio, Brimfield Insurance owner; Jessica Ryan, Handcrafted owner; Michelle Sahr, Off the Wagon/Red Letter Days owner; Tom Wilke, City of Kent economic development director

Restaurant Week - For one week in January, many downtown restaurants participated by offering special, price-fixed menus for guests to enjoy. By offering a set price for a combination of menu items, guests are able to try a few different things at a discounted price. During a typically slower time for restaurants, this promotion helps draw interest to our local eateries, enticing people to try new places and make new “favorites.”



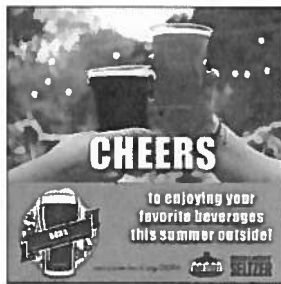
Chocolate Walk - Feb. 8, 2020. Two hundred fifty tickets were sold to this event, where business owners met many new customers and had a busy day. The Kent State Hotel & Conference Center donated an overnight stay and



dinner for two as a raffle prize package in which all attendees were entered to win. Guests came from cities all around for this event where people love getting out of the house to enjoy an adventure in downtown Kent - right before Valentine’s Day.

KSU & the City of Kent: Better Together - Board members Todd Kamenash and Josh Rider were joined by Executive Director Heather Malarcik in presenting information to Kent State employees about opportunities to get involved with Main Street Kent. Including volunteering, shopping locally, and other ways of supporting the organization and the city, first-hand experience was shared with viewers in this interactive webinar. We hope to continue this collaboration with Kent State’s Human Resources Department.

MSK BINGO - In an effort to encourage people to continue supporting downtown businesses, we created two versions of a BINGO card, and had gift card drawings from those submitted with five across, horizontally or diagonally. Each square listed a carry-out option, online ordering opportunity, or outdoor activity, to help people think outside their norm in spending and doing, thus helping our businesses!



DORA - This committee worked with Kent city staff, liquor license holders, and our City Council to establish a Designated Outdoor Refreshment Area in downtown Kent. The concept had been discussed in prior months, then was approached with urgency given the limited seating/serving capacities of our bars and restaurants due to COVID-19. After launching the program in July, it has proven to be quite beneficial to our businesses and community members looking to socialize and enjoy an alcoholic beverage outdoors, rather than in the confines of an establishment.

Heritage Ohio Grants - Each accredited Main Street community in Ohio had the opportunity to apply for \$20,000 in grant funds through Heritage Ohio this year. With the streetscape/traffic/parking improvements scheduled for N. Water St./The Mill District, our team developed a complementary proposal to support some of the businesses in that area, in an effort to help spur and support private investment. This matching grant will allow each of four business owners a

\$5,000 reimbursement for their investment aimed at creating jobs and enhancing their buildings! Improvements will include things like added outdoor seating/decking, facade work, awnings, signage enhancements, and new windows. Projects must be completed by May, 2021.

KSU Welcome Week - Rather than the traditional “Discover Downtown” event where students take a trolley from campus to downtown to explore their new home, we worked with businesses to create a “welcome week” complete with blue and gold decorations, KSU-themed menus, Flashes only discounts, and more. The DKSMobile App hosted all pertinent details to ensure a safe and positive experience as new and returning students headed downtown.



Story Walk: The Hallo-Wiener - With permission from author Day Pilkey, we hosted another downtown story walk to encourage literacy and physical activity. *The Hallo-wiener* was deconstructed and displayed in the windows of our downtown businesses, and participants could sign our online guest book upon completion of the story to be entered to win a signed copy of the book. Day Pilkey is proud to support the Rough Riders Read Program at Kent City Schools and we appreciate his partnership as an alum of Kent State!



Blue, Gold & Grateful - In an effort to support local businesses and downtown organizations during this incredibly challenging year, we worked with Kent State University to develop an employee appreciation gift certificate program as part of their “Blue Gold & Grateful” initiative. Over 3,000 Kent State employees received a \$20 gift certificate to use at their choice of 34 participating businesses...or they could donate their gift to one of four local non-profit organizations. This generous and impactful program gave a much needed boost to the downtown Kent economy!

Tree City Thankful - Mayor Jerry Fiala and Kent City Council initiated an employee appreciation program for all City of Kent staff members, mirroring the Kent State program. Each employee received a \$25 gift certificate to spend or donate as they wish! We hope these programs continue in the years to come, and that other businesses will join in the efforts to support local business.



MSK Elf Hits Downtown Kent - Our version of “Elf on the Shelf” – 18 businesses had an MSK elf hidden inside for shoppers to find from Small Business Saturday through Dec. 19. A contest card could be picked up at any participating location or downloaded from the MSK website, and people could enter to win a \$20 gift card to a downtown business by sharing where they found the elf in at least 7 businesses!

Ugly Sweater Weekend - The annual Ugly Sweater Tavern Trek will have to wait until next year, but this year, we kept the spirit alive by having a full weekend promotion encouraging people to wear their ugly sweaters out while shopping and dining to get discounts, freebies and other perks including a free Great Lakes Christmas ale pint glass with purchase. Other promotions included complementary ornaments, ugly sweater shaped cookies, and take-home activities. Sponsored by Portage Community Bank and Great Lakes Brewing Company.



Operations Committee - Our Executive Team is focused on the overall sustainability of our organization, including succession planning for our Board of Directors and committee leaders, board development, and fundraising.

- **President** - Eric Decker, Portage Community Bank
- **Vice President** - Maggie McKendry, Kent State University Athletics
- **Treasurer** - Mike Lewis, Hometown Bank
- **Secretary** - Dominique Bollenbacher, Habitat for Humanity of Portage County
- **Past President** - Regan Gettens, Fairmount Properties

Board of Directors - Dylan Ball, Competitive Interiors; Sage Culley, The Davey Tree Expert Company; Todd Kamenash, Kent State University; Julie Kenworthy, Kent Historical Society; Josh Rider, KSU Center for Adult and Veteran Services; Robin Spano, social media freelancer; and Tom Wilke, City of Kent

Board of Governors - Mike Beder, Water Street Tavern, Franklin Hotel Bar & Venice Café; Mike Finley, Hall-Green Agency

Heritage Ohio Volunteer of the Year - Our very own Mike Lewis won this prestigious award, acknowledging his many years of leadership on the MSK Board of Directors, and focusing on financial security for the organization. Mike will continue his work with MSK by moving onto the Board of Governors, and working to establish the Main Street Kent Foundation in 2021.



Main Street Kent New Year Ale - In partnership with Sibling Revelry Brewing Company, MSK had 100 cases of a private label beer made for a fundraiser! MSK New Year Ale was sold by the six-pack with the support of Water Street Tavern, lifting community spirits and raising funds for MSK after an uneventful year. Cheers to a brighter 2021!

Friends of Main Street Kent - The Friends of MSK program continues to grow, garnering support from an increasing number of stakeholders. We rely on our downtown businesses and community members to support our organization so we can continue our great work in downtown Kent. For a full list of "friends," visit our website: <http://www.mainstreetkent.org/about/our-supporters/>



Volunteers - Volunteers are the driving force behind Main Street Kent. We're always recruiting new people to help us work toward our mission. This includes our Board of Directors, committee members, volunteer gardeners, event support, and all of the great people who dedicate their valuable time to MSK projects.



In 2020, volunteers gave 1,416 hours of time and expertise to Main Street Kent (this is just an estimate and we'd imagine the true number is much higher). The national average value for one volunteer hour is \$25.43, so that's over \$36,000 in time donated to MSK in 2020!

We appreciate the ongoing support of the City of Kent! We look forward to continuing our partnership with the many organizations (<http://www.mainstreetkent.org/our-supporters>) that help us continue our mission: ***Making downtown Kent a fun, vibrant and thriving place!***

Main Street Kent

PROFIT AND LOSS

January - December 2020

	TOTAL
Income	
4030 Corporate Sponsors & Foundations	
4031 Board Member Donations	1,844.60
4040 Friend of Main Street Kent	12,983.57
4045 Holiday Lights/Programs Sponsorship	5,030.00
4048 Legacy Partners (10k+)	8,576.98
4049 Extraordinary Partner	7,500.00
4054 Window Decorating Contest	-600.00
Total 4030 Corporate Sponsors & Foundations	35,335.15
4101 Grants	29,800.00
4200 City Contribution & Adopt a Spot (Non-Eligible)	
4220 Adopt A Spot - City Sponsorship	5,000.00
4260 AdoptASpot Sponsorships	8,936.47
4280 City of Kent - contract	70,000.00
4295 Misc. Income	1,031.38
Total 4200 City Contribution & Adopt a Spot (Non-Eligible)	84,967.85
Services	3,251.00
Total Income	\$153,354.00
GROSS PROFIT	\$153,354.00
Expenses	
6310 Computer / Phone / Cell Phone	5,083.60
6320 Copiers & Printing	900.00
6400 Downtown Beautification Expenses	
6420 Adopt-A-Spot Expenses	7,553.88
6450 Graffiti Cleaning Supplies	81.11
Total 6400 Downtown Beautification Expenses	7,634.99
6550 Dues & Subscriptions	5,198.54
6820 Marketing & Advertising Expenses	21,742.39
6870 Insurance - nonemployee	1,899.00
6875 Meetings & Conferences	547.40
6900 Office Supplies	536.83
6910 Postage	167.00
6920 Prof. Svcs & Accounting Fees	1,950.96
6930 Rent	6,300.00
6950 Payroll - Wages	135,559.96
9900 Fundraising / Event Expenses old	806.25
American Funds	3,804.50
Total Expenses	\$192,131.42
NET OPERATING INCOME	\$ -38,777.42

Main Street Kent

PROFIT AND LOSS

January - December 2020

	TOTAL
Other Income	
4065 Fundraising Events	
4310 Art & Wine Festival	367.79
4320 Potterfest	6,139.29
4330 Oktoberfest	1,323.20
4340 Chocolate Walk	7,147.04
4380 Progressive events	-7,507.03
4440 Kent State Employee Appreciation Program	20,000.00
4445 Kent State Employee Appreciation Program Expenses	-4,040.00
Total 4440 Kent State Employee Appreciation Program	15,960.00
Total 4065 Fundraising Events	23,430.29
4390 Rainbow Weekend	3,525.58
Total Other Income	\$26,955.87
NET OTHER INCOME	\$26,955.87
NET INCOME	\$ -11,821.55



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: March 28, 2021

TO: Dave Ruller, City Manager

FROM: Bridget Susel, Community Development Director

RE: Zoning Code Update

Beginning in the summer of 2018, the Community Development Department's zoning and planning staff began working with representatives from consulting group, McKenna, Inc., on completing a comprehensive update to the City of Kent's Zoning Code. McKenna did have a transition in personnel assigned to the project, which delayed progress early on in the project by 2-3 months, and a second delay of 4-5 months occurred in 2020 as a result of the pandemic.

The zoning and planning staff spent many hours meeting internally on the expansive revision and had twelve (12) Zoning Code update work sessions with the Planning Commission, all of which were advertised and open to the public. The work sessions were held between February 2019 and December 2020. The Planning Commission held two (2) separate formal public hearings, the first on January 26, 2021 (Chapters 1101-1106) and the second on February 9, 2021 (Chapters 1107-1114) and voted unanimously at both meetings to recommend Council authorize all of the proposed amendments to the Zoning Code.

Kent City Council held two (2) additional public hearings, both of which provided for a thirty (30) day public comment period before the planned Council Committee discussion on April 7th. The first public hearing was held on March 3, 2021 (Chapters 1101-1106) and the second held March 17, 2021 (Chapters 1107-1114). No public comments were received at either hearing.

The proposed amendments to the Zoning Code include all the pages through and including page 1113-220 (end of Chapter 1113). It should be noted that this Zoning Code update process did not include amendments to "APPENDIX A: Design Guidelines for the Kent Design Overlay District." While staff recognizes the need for the Design Guidelines to be evaluated for proposed revisions, the expertise for such a process requires a different consultation review and will be at a cost level that warrants a separate "Request for Qualification (RFQ)" process. Staff anticipates initiating such a process once the City's budget is more reflective of pre-Covid financial levels.

In order to facilitate Council review of the 220 amended pages, below is a list of summary notes that identifies overall proposed amendments that have been incorporated throughout the Zoning Code, as well as identified amendments specific to each chapter.

Proposed Amendments throughout the Zoning Code

- Inclusion of hyperlinks to allow users to navigate directly to other section references located elsewhere in the Code (NOTE: Some of these hyperlinks will appear as “ERROR” in yellow highlight on the Word version printout because not in an electronic format. All hyperlinks are currently being verified);
- Creation and inclusion of figures, tables, and charts to depict and display requirements that can be difficult to comprehend through text alone (NOTE: Formatting is being verified to ensure spacing and titles are positioned correctly);
- Use of color to differentiate requirements in the new tables and charts and to improve depiction of regulations in the figures.

Chapter 1101: Title, Interpretation, and Conflict

- Updated language to make more succinct and to comply with current legal standards.

Chapter 1102: Definitions

- The “Definition Chapter” was amended in 2013, 2015, and 2016 to remove antiquated language from some definitions, incorporate new definitions that were needed to clarify ambiguous language, and address needed updates and clarification of terms. These more recent updates to the definitions remain in this newer version of the Code;
- Several new definitions were added to facilitate City’s application to a site plan (adjacent, abut, adjoin, etc.);
- Wording in some definitions was updated to simplify and better organize long content (i.e. use of subsets, bullets, etc.).

Chapter 1103: Zoning Districts, Land Use, and Zoning Map

- This chapter reflects a substantive change in format. In the current version of the enacted Zoning Code, every Zoning District has its own separate chapter. Additionally, for some districts, a user is referred to another chapter to review a list of applicable land uses;
- The new Chapter 1103 includes a quick reference “Table of Land Uses by District” that provides a listing of all land uses, identified by district and land use type (permitted (P), conditionally (C), specially (S));
- Conditionally permitted uses listed in the “Table of Land Uses by District” include hyperlinks to the applicable conditions chapter (1105);
- Each Zoning District has a separate table with detailed specifications for allowed uses, setbacks, area, height, additional regulations, etc. listed in table format;
- The consultant’s first draft included a “Chapter 1104” that was comprised of one chart that listed density. Staff had this information incorporated into the separate Zoning District tables and eliminated the consultant’s original Chapter 1104. All subsequent chapters were re-numbered and the final chapter is now 1113 (originally ended with 1114).

Chapter 1104: Supplemental Zoning District Standards and Overlay Districts

- Updated map of “West River Overlay District” to better delineate boundaries and affected parcels;
- Revised the “Preservation Alternate” to allow for greater variation and flexibility in its application to new single-family residential developments with regards to project site area, layout, and configuration of structures on the site.

Chapter 1105: Conditions Applicable to Specific Land Uses

- This chapter reflects a substantive change in format. In the current version of the enacted Zoning Code, the conditions are listed numerically in a separate chapter and a user needs to find the applicable conditions referenced for a proposed land use in the land use chapter, then “flip” to the conditions chapter to see what the specified number reference identifies as the applicable condition;
- The update has all conditionally permitted land uses in one chapter, listed alphabetically, with the specific conditions applicable to that land use listed in the same section as the identified land use;
- Staff incorporated a new subsection identified as “Potential Concerns,” which are not required conditions, but rather, presented to facilitate Planning Commission discussion when evaluating applicable concerns that may need to be addressed through the addition of a condition to a project before determining whether or not to grant site plan approval;
- Conditions were updated to include simplified, clear language;
- In some instances, conditions that had been nonapplicable or challenging to apply to site plans, were stricken.

Chapter 1106: General Provisions

- Wording in some regulations was updated to simplify and better organize long content (i.e. use of subsets, bullets, etc.);
- For the first time, the Zoning Code includes regulations governing solar and wind energy systems.

Chapter 1107: Parking, Loading and Access Management

- For the first time, the Zoning Code includes regulations requiring new developments to connect to any bicycle/pedestrian access network in the nearby right-of-way;
- Updated and expanded applicability of bicycle parking spaces for higher density land uses;
- For the first time, the Zoning Code includes regulations for compact car parking in off-street lots;
- More specificity was added for required parking plan presented for a commercial project (applicable to C-D and N-C Zoning Districts only).

Chapter 1108: Landscaping, Buffering, and Screening

- The City added the first landscaping chapter to the Zoning Code in 2013. While the new chapter ensured landscaping now had minimum requirements for new developments, the chapter was based on one from another community and was cumbersome to use and challenging to apply to the varied site plans for different land uses within the City of Kent;
- The amended chapter simplifies language, includes multiple charts and tables to assist with landscaping requirements, and increases the required number of plants, shrubs and trees for some land uses;
- The entire chapter was reviewed by a landscape architect from Kent State University to ensure it was applicable to NE Ohio weather and native species, reflected correct planting and landscaping principles, and would add appropriate aesthetic improvements to new development projects.

Chapter 1109: Signs

- Language used was updated and simplified for improved understanding and multiple figures were used in this chapter to depict aspects of signs that have historically been confusing (i.e. sign area calculation for odd shaped signs or 3-D objects, canopy vs. awning, etc.);
- “Prohibited Signs” section was updated to better define and/or include language to clarify prohibited signs that have historically created enforcement challenges (i.e. feather signs, bed linens, tarps, plywood);
- “Political Signs” section was updated to reflect current case law regarding the regulation of displaying such signs.

Chapter 1110: Nonconformities

- Extensive revisions added to this chapter to clarify language and categorize the different types of nonconformities applicable to uses, structures, and lots.

Chapter 1111: Administrative Boards and Commissions

- This chapter reflects a substantive change in format. In the current version of the enacted Zoning Code, the Planning Commission, Board of Zoning Appeals, and Architectural Review Board administrative regulations and duties were in separate chapters. This revised version of the Code has all three consolidated into one chapter and the sections for each board or commission are structured in a similar and logical manner;
- The Board of Zoning Appeals section includes new wording that incorporates the most recent case law with regards to variance consideration by the Board of Zoning Appeals.

Chapter 1112: Administrative Procedures

- Updated language to make more succinct and to comply with current legal standards.

Chapter 1113: Violations, Penalties, and Enforcement

- Updated language to make more succinct and to comply with current legal standards.

I am respectfully requesting time at the April 7, 2021 Committee session to discuss the proposed amendments to the City of Kent's Zoning Code (Chapters 1101-1113) in greater detail and request Council authorization of the draft Zoning Code update, as presented.

Thank you.

Cc: Kent City Council
Hope Jones, Law Director
Amy Wilkens, Clerk of Council
Community Development Dept. Zoning and Planning staff (Fink, Heckman, Sahr)

Attachment

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling

DATE: March 26, 2021

RE: Parking Revisions to KCO 353.02

The Service Department is requesting City Council approval to revise section 353.02 of the Kent Codified Ordinances (KCO) to prohibit on-street parking on Middlebury Road from the City Limits to Akron Boulevard. The proposed revisions are underlined and shown in italics below:

"MIDDLEBURY RD NO PARKING BOTH SIDES FROM CITY LIMITS TO AKRON BOULEVARD; NO PARKING RESTRICTIONS FROM AKRON BOULEVARD TO HAYMAKER PARKWAY"

The revisions are requested because this section of Middlebury Roadway for the following reasons:

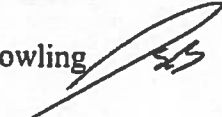
- This section of Middlebury Road is used by through traffic that is desiring to cross the CSX RR and Cuyahoga River
- This section has bike lanes through the majority of it and sees significant bike traffic
- This section has two bridges and several sharp curves that would be unsafe to park on or near.

C: Melanie Baker
Chief Shearer
Chief Tosko
Hope Jones
Sandy Lance

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

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling 

DATE: March 26, 2021

RE: Request to Close Franklin Avenue

The administration is requesting to close Franklin Avenue from Erie Street to Main Street starting May 7, 2021. The requested closure is intended to assist downtown businesses in dealing with the restrictions caused by the COVID-19 pandemic. While the road is closed, we will create a socially distant public "park" space which will provide additional outdoor seating for downtown customers to use.

This request builds upon the closures that were done on a trial basis in the fall of 2020 over several weekends. The closures in 2020 on Franklin were successful and aided businesses in the area by providing additional seating opportunities. The additional seating on Franklin and on sidewalks throughout the rest of town in conjunction with the DORA are intended to provide some relief to downtown businesses. Additional measures are also being considered to help create a COVID safe and inviting place for customers.

The requested closure would last tentatively until October 4, 2021. The success of the closure to aid downtown businesses will be monitored along with the changing COVID restrictions to determine the appropriate time to open Franklin Avenue back up to traffic.

C: Melanie Baker
Bridget Susel
Tom Wilke
Brad McKay
Joan Seidel
Hope Jones



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: March 29, 2021
TO: Dave Ruller, City Manager
FROM: Bridget Susel, Community Development Director *BS*
RE: Agreement with MSK: Provision of Services for "Outdoor Seating Area"

Towards the end of summer and into early fall of 2020, the City began cordoning off an area on Franklin Avenue, between E. Main and E. Erie Streets, every weekend in order to create an "Outdoor Seating Area." The area provided a safe, socially distanced, outdoor space that visitors to the downtown area could utilize while enjoying a DORA drink or carryout food from one of the downtown's various establishments.

Last year's "Outdoor Seating Area" received a great deal of positive support from both businesses and the public. The City is working towards organizing the area, again, this year so to ensure it is kept sanitary and orderly, the City is proposing to enter into an agreement for the provision of needed maintenance services with Main Street Kent.

Last year, Main Street Kent partnered with the Community Development Department to quickly address the need for certain services during the time period the outdoor seating area was operational. In anticipation of the "Outdoor Seating Area" being heavily utilized, again, this year, a Memorandum of Agreement has been drafted to formalize the services Main Street Kent will be providing.

I am respectfully requesting time at the April 7, 2021 Council Committee session to discuss this item in greater detail and to request Council's authorization, with emergency, to enter into the attached agreement in order to support the City's and Main Street Kent's efforts to provide alternative programming to promote the many small businesses operating in the City's downtown area.

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

Thank you.

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

Attachment

**MEMORANDUM OF AGREEMENT
BETWEEN
CITY OF KENT
AND
MAIN STREET KENT**

This Memorandum of Agreement is by and between the CITY OF KENT, with offices located at 930 Overholt Road, Kent, OH, hereinafter referred to as the "CITY," and MAIN STREET KENT, with offices located at 138 E. Main Street #201b, Kent OH, hereinafter referred to as "MSK."

SECTION 1: BACKGROUND

WHEREAS, the CITY has an "Order of Emergency due to the Coronavirus (COVID-19)" that went into effect on March 17, 2020 with the signing of Executive Order 2020-01 in response to the pandemic; and

WHEREAS, Executive Order 2020-01 will remain in effect until such time as State of Ohio Governor Mike DeWine issues a declaration lifting all Ohio Department of Health orders utilized since March of 2020 to safeguard the public health of all Ohioans; and

WHEREAS, some of the Ohio Department of Health orders specify reduced limits on allowed occupancy requirements inside restaurants, bars, and retail establishments; and

WHEREAS, these health order reduction limits on occupancy are necessary to address the ongoing pandemic, the reductions in the number of allowed patrons inside establishments has adversely affected operations for many of the restaurants, bars, and retail establishments in the City of Kent downtown central business district; and

WHEREAS, the CITY has been committed to implementing programming that can facilitate increased sales activity in order to support the small businesses operating in the City of Kent downtown central business district; and

WHEREAS, the CITY is planning to establish an "Outdoor Seating Area" on Franklin Avenue, to be situated between E. Main Street and W. Erie Street, beginning on or around May 7, 2021 and keeping the area open daily through and including October 3, 2021, or such time as Ohio Governor DeWine lifts all health orders, or any other such event occurs that necessitates removing the "Outdoor Seating Area," and

WHEREAS, the CITY will need assistance from MSK to manage the provision of services for the "Outdoor Seating Area," and other outdoor areas in the City of Kent downtown central business district, during weekly peak periods in order to keep said areas sanitary and orderly;"

NOW, THEREFORE, by mutual agreement, the CITY and MSK enter into this Memorandum of Agreement with the terms as follows:

1. MSK, in support of its mission to support the small businesses operating in the City of Kent downtown central business district, agrees to supervise the management and payment of person(s) selected to maintain the "Outdoor Seating Area" on Franklin Avenue, as well as other outdoor areas in the City of Kent, in a sanitary and orderly manner, while the "Outdoor Seating Area" on Franklin Avenue is operational, and during the following weekly peak periods:
 - Friday evening (5:00-10:00 p.m.)
 - Saturday evening (5:00-10:00 p.m.)
 - Sunday afternoon-early evening (2:00-7:00 p.m.)
2. MSK agrees to facilitate dialogue and coordinate volunteer efforts with area small businesses operating near the "Outdoor Seating Area" to assist with maintaining the area in a sanitary and orderly manner for periods of the week not specified above in "Item 1."
3. The City agrees to reimburse MSK in a timely manner for any and all costs associated with the payment of person(s) selected to maintain the "Outdoor Seating Area" on Franklin Avenue, as well as other outdoor areas in the City of Kent in a sanitary and orderly manner, for the weekly peak periods listed above in "Item 1" at an agreed upon hourly rate not to exceed twelve dollars and no cents (\$12.00) per hour. Documentation needed for such reimbursement will be in a format mutually agreed upon by the CITY and MSK.
4. At no time is any selected person(s) to be considered an employee of the CITY or MSK, but rather, must be paid as independent contractor(s) by MSK. MSK is solely responsible for the issuance of any IRS 1099 form(s) as is required by law.
5. The CITY agrees to reimburse MSK in a timely manner for any other reasonable and customary purchase(s) of necessary supplies or materials as long as both the CITY and MSK agree to such purchase(s) prior to acquisition and the request for reimbursement includes proof of invoice and payment by MSK.
6. The amount the CITY can reimburse MSK under this Memorandum of Agreement will not exceed seven thousand five hundred dollars and no cents (\$7,500.00).
7. This Agreement shall be binding upon the parties, their successors and assigns.

CITY OF KENT, OHIO

David Ruller, City Manager, City of Kent
Date

Approved as to Form:

Hope Jones, Law Director, City of Kent
Date

MAIN STREET KENT

Eric Decker, President,
Main Street Kent Board of Directors
Date

CERTIFICATE OF DIRECTOR OF BUDGET AND FINANCE

It is hereby certified that the required amount of \$7,500.00 to meet the contract, agreement, obligation, payment or expenditure for the above has been lawfully appropriated or authorized or directed for such purposes in the 2021 City of Kent operating budget and is in the City Treasury or in the process of collection to the credit of the General Fund, free from any obligation or certificates now outstanding.

Rhonda Hall,

Director of Budget & Finance, City of Kent

Date

DRAFT



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

To: Dave Ruller, City Manager and Jerry Fiala, Mayor
From: Rhonda C. Hall, CPA, Director of Budget and Finance and
Hope Jones, Law Director
Date: March 30, 2021
Re: Council Salary Adjustments

In order to adjust Councils salary to coincide with the Ohio Public Employees Retirement System (OPERS) minimum salary for a full year service credit, Council will have to implement a resident committee to review our current policy and salaries that are in place currently. I would like to request that Council approve the formation of this resident committee and then allow them to review our current policy and make recommendations for future Council salary adjustments.

Minimum earnable salary set to increase

Members will see legislation-linked hikes throughout the decade

By **Kristen Dohrmann**, Ohio Public Employees Retirement System

July 31, 2019 – The minimum amount that members of the Ohio Public Employees Retirement System must earn each month to qualify for full service credit will be increasing by 1.75 percent each year beginning in 2020, through 2029.

The minimum earnable salary for a full month of service credit will increase from the current level of \$660 per month to \$673.08 per month next year. Members can earn partial service credit for a given month if they earn less than these amounts.

Here's a schedule of the increases in the minimum earnable salary through 2029:

2018 Salary was \$660/month

Year		Salary	
2020		\$673.08	
2021		\$684.86	
2022		\$696.84	1.75% increase each year
2023	\$8,508.36	\$709.03	
2024	8,657.28	\$721.44	
2025	8,808.84	\$734.07	
2026	8,962.92	\$746.91	
2027	9,119.88	\$759.99	
2028	9,279.48	\$773.29	
2029	9,441.84	\$786.82	



LAW DEPARTMENT MEMORANDUM KENT, OHIO

To: Dave Ruller, City Manager
From: Hope L. Jones, Law Director
Date: March 31, 2021
Re: Franklin Township Fire Agreement

Mr. Ruller,

I request that a discussion regarding the extension of the current agreement with Franklin Township for fire/ems/rescue services be placed on the April 7, 2021 Agenda. The current agreement has expired by its terms; however, the parties would like to extend terms while we continue negotiating a new long-term agreement. The Chief and I believe that this extension should not be longer than 5 months from the date of the approved legislation.



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: March 26, 2021
Re: FY2021 Appropriation Amendments, Transfers, and Advances

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

Fund 001 – General

Increase	\$	4,950	City Council / Other (O&M) – Re-appropriate funding for the Kent Gift Certificate Program per A. Wilkens 2/17/2021 memo.
Increase		26,988	Public Parking / Other (O&M) – Add'l appropriations for the loss of revenue of the Kent Central Gateway Parking Garage per B. Huff 2/26/2021 memo.
Increase		21,950	Health Dept / Other (O&M) – Add'l appropriations for the increased lease cost as well as additional space for the Health Dept per J. Seidel 3/25/2021 memo.

Fund 106 – Parks & Recreation

Increase	\$	11,600	Parks & Rec / Capital – Re-appropriations for computer upgrades per G. Bishop 3/24/2021 memo.
Increase		400	Parks & Rec / Capital – Appropriations increase for computer upgrades per G. Bishop 3/24/2021 memo.

Fund 124 – Income Tax Safety

Increase	\$	12,286	Police Service / Other (O&M) – Re-appropriations for computer upgrades per G. Bishop 3/24/2021 memo.
Increase		1,120	Records & Comm / Other (O&M) – Re-appropriate funds for 2020 operations expenditures per N. Shearer 3/24/2021 memo.
Increase		486	Juvenile / Other (O&M) – Re-appropriate funds for 2020 operations expenditures per N. Shearer 3/24/2021 memo.
Increase		3,401	Support Services / Other (O&M) – Re-appropriate funds for 2020 operations expenditures per N. Shearer 3/24/2021 memo.

Continued

Fund 126 – CDBG

Increase	\$	82,962	CDBG / SVC-Capital Facilities – Re-appropriations for the Walnut Street Construction Project per J. Bowling 3/18/2021 memo.
Decrease		(45,000)	CDBG / Other (O&M) – Reduce appropriations from the CDBG Fund and move the appropriations to the CHIP Fund for expenditures using program income per B. Susel 3/24/2021 memo.
Increase		20,000	CDBG / Other (O&M) – Appropriations for unprogrammed expenditures using CDBG-CV CARES Act receipts per B. Susel 3/24/2021 memo.

Fund 136 – CHIP

Increase		45,000	CHIP / Other (O&M) – Appropriations for expenditures using program income per B. Susel 3/24/2021 memo.
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Fund 201 – Water

Increase	\$	20,000	Water / Other (O&M) – Appropriations to replace 300 feet of 2” line on Riverside Court per B. Huff 3/17/2021 memo.
Increase		18,000	Water / Other (O&M) – Appropriations to hire outside contractor to supplement existing crew for Harris Street project per J. Bowling 3/17/2021 memo.
Decrease		(890,000)	Water / SVC-Capital Facilities – Reduce appropriations due to postponing of Majors/Stinaff/Cuyahoga Waterline Replacement per J. Bowling 3/17/2021 memo.
Increase		10,000	Water / Other (O&M) – Appropriations to fix lead parts on Harris St. per J. Bowling 3/17/2021 memo.

Fund 208 – Storm

Increase	\$	(50,000)	Storm / SVC-Capital Facilities – Reduce appropriations due to postponing of Majors/Stinaff/Cuyahoga Waterline Replacement per J. Bowling 3/17/2021 memo.
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Fund 301 – Capital Improvements

Increase	\$	5,000	Capital / Capital – Add'l appropriations for the street sweeper for Central Maintenance per M. Baker 3/23/2021 memo.
Increase		5,000	Capital / Capital – Add'l appropriations for the one-ton dump truck for Central Maintenance per M. Baker 3/23/2021 memo.
Decrease		(325,000)	Capital / SVC-Capital Facilities – Reduce appropriations due to postponing of the Middlebury Road Resurfacing Project per J. Bowling 2/1/2021 memo.
Decrease		(10,000)	Capital / Capital – Reduce appropriations on the leaf collector chassis per M. Baker 3/23/2021 memo.
Increase		16,500	Capital / Admin – Add'l appropriations for the CivicClerk Program for various departments per G. Bishop 3/23/2021 memo.

The following intra-fund transfers/advances are hereby requested:

Transfer	\$ 223,294	From: Fund 116 / Income Tax Fund To: Fund 301 /Capital Fund - True up of 2020 Income Tax Charter requirement per B. Huff calculation.
Transfer	\$ 170,550	From: Fund 116 / Income Tax Fund To: Fund 303 /Police Facility Fund - True up of 2020 Income Tax Charter requirement per B. Huff calculation.
Transfer	\$ 75,000	From: Fund 116 / Income Tax Fund To: Fund 126 / CDBG Fund – True up amount owed back to the Income Tax Fund per B. Huff 2/22/2021 memo.
Advance	\$ 75,000	From: Fund 126 / CDBG To: Fund 116 / Income Tax Fund – Repayment of an advance from the Income Tax Fund made in prior years per B. Huff 2/22/2021 memo.
Advance	\$ 12,000	From: Fund 205 / Solid Waste Fund To: Fund 116 / Income Tax Fund – Repayment of an advance from the Income Tax Fund made in prior years per B. Huff 2/22/2021 memo.



CLERK OF COUNCIL

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

To: Rhonda Hall, Finance Director
From: Amy Wilkens, Clerk of Council
Date: 2/17/2021
Re: Appropriations Amendment Request

I am respectfully requesting a re-appropriation of funds in the amount of \$4,950 from the appropriate 2020 funding to City Council Line item 001-08-570-701-7390. This amount is needed for the City of Kent Gift Certificate Program which approved City employees to receive \$25 to spend in downtown businesses during the holiday season.

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



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE

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

From: Brian Huff, CPA, Controller

Date: February 26, 2021

Re: Appropriation Amendment Needed

We are requesting appropriations for funds needed for the Kent Central Gateway parking garage. Due to COVID, parking revenues were limited to the garage in 2020, so there was a calculated loss of \$146,589 for 2020, which is to be paid \$119,601 from PARTA and \$26,988 from the City of Kent.

Please appropriate \$26,988 to 001-04-560-407.7330.

Thanks for your attention to this matter.

Brian Huff, Controller



KENT CITY HEALTH DEPARTMENT

414 E. MAIN ST., P.O. BOX 5192, KENT, OHIO 44240 (330) 678-8109 FAX (330) 678-2082

HEALTH DEPARTMENT APPROPRIATIONS REQUEST

To: Rhonda Hall, Budget & Finance Director

From: Joan Seidel, Health Commissioner

Date: March 25, 2021

RE: Appropriations Amendment Request

1. **Lease for second floor at Kent Central Gateway.** The lease for our original space on the second floor of the Kent Central Gateway was renegotiated, this included a square footage of space increase and a new maintenance fee was added. Parking fees are in a separate contract. The new rent is \$1,705.60, the maintenance fee is \$307.50 per month. This totals \$2,013.10 per month. For the April 1, 2021 through April 1, 2022 lease period this represents a total increase of \$6,157.10 for that lease period. The Health Department would like to request additional appropriations of \$4,625.00 to cover this unbudgeted cost increase for 2021 and we will budget the remainder in 2022.
2. **Street level office space.** The former Cutler Reality/Gallery 10 office space at street level of the Kent Central Gateway building is available and Council has approved our request to acquire this space. This space would be used to expand our department services to a clinic which could provide COVID vaccines, and testing and grow into Occupational and preventative health clinic post pandemic. Cost of this space is \$1,925.00 per month. For the April 1, 2021 through April 1, 2022 lease period this represents a total cost of \$17,325.00 for 2021 and a total of \$5,775.00 to be budgeted in 2022. The Health Department asks for money to be appropriated to cover this unbudgeted cost increase.

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



CITY OF KENT, OHIO

Information Technologies Department Memorandum

To: Rhonda Hall, Finance Director
From: Melanie Baker, Interim Parks & Recreation Director
Gary Bishop, IT & Communications Manager
Date: 03/23/2021
Re: Appropriations Amendment Request - Parks & Recreation
Computer and Network Equipment Purchase

We would like to request a re - appropriation of the 2020 Computer capital line item for the 2021 Budget as follows:

Account Line	Amount
106 530 301 7680	\$11,600.00

In addition, we would like to request an additional \$400 for the above line for added costs in 2021.

cc: Budget & Finance
Kent Parks & Recreation Board

KENT POLICE DEPARTMENT

301 SOUTH DEPEYSTER STREET • KENT, OHIO 44240

330-673-7732

NICHOLAS W. SHEARER
Chief of Police

TO: Rhonda Hall
Director of Budget & Finance

FROM: Nicholas Shearer
Chief of Police

Date: 3/24/2021

Subject: Appropriations Amendment Request

I am respectfully requesting the re-appropriation of funds, totaling \$17,293.00, from the appropriate 2020 funding to the current year's Police Department lines as listed in the table below:

124-01-510-102.7340	\$2,815.00
124-01-510-102.7350	\$4,090.00
124-01-510-102.7390	\$4,667.00
124-01-510-102.7410	\$ 615.00
124-01-510-102.7420	\$ 99.00
124-01-510-103.7340	\$ 520.00
124-01-510-103.7390	\$ 600.00
124-01-510-104.7340	\$ 486.00
124-01-510-105.7340	\$ 972.00
124-01-510-105.7350	\$ 31.00
124-01-510-105.7390	\$2,242.00
124-01-510-105.7460	\$ 156.00

This amount is to cover 2020 expenses that had to be paid out of the 2021 budget, due to the unexpected closure of a number of 2020 purchase orders that had been written from the corresponding lines.

Please let me know if you have any questions or need anything additional from our department.

Thank you.

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: March 18, 2021

RE: Walnut Street – CDBG Re-appropriation Request (126-04-540-401-7680)

The Service Department is requesting to re-appropriate \$82,961.25 from the CDBG Fund (Fund 126) for the Walnut Street Construction Project. These funds were not encumbered in 2020 and are required in 2021 to complete the Project. Attached is a summary of the 2021 budget for your reference. In addition, the following amount should be budgeted as anticipated revenue for the project:

- Revenue related to the re-appropriation request - \$82,961.25
- Revenue related to existing encumbrances - \$67,238.40
- **Total Revenue to be added to 2021 budget - \$150,199.65**

Please let me know if there are any questions.

c: Melanie Baker
Brian Huff
Bridget Susel
Rhonda Boyd
Cathy Wilson



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: March 24, 2021
TO: Rhonda Hall, Budget & Finance Director
FROM: Bridget Susel, Community Development Director *BAS*
RE: Appropriations Request: CHIP (fund 136) Program Income

The City of Kent administers a rehabilitation program that utilizes both CDBG and CHIP funding sources. Both programs have program income expenditures through separate and distinct revolving loan fund (RLF) accounts maintained at Hometown Bank.

The 2021 budget has \$75,000.00 in anticipated program income expenditures (line 7992) assigned only to the CDBG funding source (fund 126). A portion of this total amount needs to be assigned to the CHIP (fund 136) program income expenditures (line 7992).

I am respectfully requesting the current appropriation of \$75,000 in program income expenditures by amended as follows:

- Reduce fund 126 (CDBG) line 7992 (program income expenditures) by \$45,000. Remaining balance appropriated will be \$30,000;
- Appropriate \$45,000 to fund 136 (CHIP) line 7992 (program income expenditures new appropriation).

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 April 7, 2021 Committee meeting.

Thank you in advance for your assistance.

Cc: Brian Huff, Controller



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: March 24, 2021

TO: Rhonda Hall, Budget & Finance Director

FROM: Bridget Susel, Community Development Director *BSD*

RE: Appropriations Request: Community Development Block Grant Coronavirus (CDBG-CV) Round 1 & 3 Grant Funding

The Community Development Department has identified additional programming for an unappropriated balance of \$20,000 in Community Development Block Grant Coronavirus (CDBG-CV) funding it received in 2020 from the U.S. Department of Housing and Urban Development (HUD) through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act).

The Community Development Department plans to utilize these funds in 2021 to assist low-to-moderate income persons adversely affected by the COVID-19 pandemic crisis.

I am respectfully requesting the appropriation of \$20,000 in previously unprogrammed CDBG-CV funds to the CDBG fund account 126-04-540-401.7999 "COVID-19" be presented to Kent City Council at the April 7, 2021 Committee meeting.

Please let me know if you need any additional information in order process this request. Thank you for your assistance.

Cc: Brian Huff, Controller

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: March 17, 2021

RE: Water and Storm Funds – Appropriation Modification Request

The Service Department is requesting to modify the 2021 appropriations from the Water Fund. There are multiple changes being requested, which include reductions and increases. The net effect is a reduction in appropriations. The requests are detailed below:

Majors/Stinaff/Cuyahoga Waterline Replacement (2015CIP004) – We are requesting to reduce the appropriations from the Water Fund (201) by \$890,000 and the Storm Fund (208) by \$50,000. The project is being postponed because we were unsuccessful in receiving OPWC funds. Therefore, the project will be delayed until funds can be obtained to complete the construction. Also, budgeted revenue for the water fund should be reduced by \$395,000 in 2021.

Riverside Court Water Line (201-05-550-605-7420) – The existing 2” line on Riverside Court has significant deposition in the line. The deposition reduces the lines capacity to serve the 8 homes on the street. The Central Maintenance Division will need to increase the appropriations for its Operating Materials Line by \$20,000 to replace this 300 feet of 2” line.

Harris Street Water Services – 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. The Central Maintenance Division may not be able to complete this work prior to the street rehabilitation due to conflicts with other essential duties for the City. Therefore, we are requesting to appropriate the following additional monies to supplement their crews, if necessary:

- \$18,000 to hire an outside contractor to supplement existing crews (201-05-550-605-7390)
- \$10,000 for additional operating materials (201-05-550-605-7420)

Please let me know if there are any questions.

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

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: February 11, 2021

RE: Annual Street and Sidewalk Program – Appropriations Reduction

The Service Department is requesting to reduce the 2021 Appropriations for the Annual Street and Sidewalk Program by \$325,000. The reason for this change is that the Middlebury Road Resurfacing Project needs to be postponed until 2022. The resurfacing is intended to follow the construction of the SW Pump Station Project, which includes installing a new, deeper sanitary sewer on Middlebury Road. The SW Pump Station Project was delayed due to COVID-19 and Right-of-way acquisition issues and won't be completed in 2021.

The appropriation reduction of \$325,000 represents OPWC's portion of the project that will not be received in 2021. Therefore, the budgeted revenue anticipated to be received in 2021 should also be reduce by \$325,000.

Please let me know if there are any questions.

c: Melanie Baker
Brian Huff
Pat Homan
Cathy Wilson

**CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE**

MEMO

Date: 3/23/21

To: Rhonda Hall, Budget & Finance Director

From: Melanie Baker, Service Director

RE: Central Maintenance 2021 Capital Budget

As you are aware Central Maintenance's entire 2020 Capital Budget was pushed back until 2021 due to financial concerns during the Covid 19 pandemic. Brad McKay, Facilities Manager, thought the prices quoted to Central Maintenance for the following purchases in 2020 would still be valid for the purchases of the equipment in 2021. Unfortunately, a few purchases have come in slightly higher. As well, Gary Labajetta and Brad McKay are reevaluating the Leaf Collector chassis and have some concerns with that purchase. There are two items, the street sweeper and the one-ton dump truck that have come in slightly higher than their original quote at this time. We would like to adjust the allocations as listed and shown below.

	102-560-601		Revised
Line description		2021 Projects	2021 Projects
7630		Fund 301	Fund 301
2021 CMD001	CM misc equip	\$ 40,000.00	\$ 40,000.00
2020 CMD002	Pickup trucks (2)	\$ 18,000.00	\$ 18,000.00
2015 CMD009	Stump grinder	\$ 55,000.00	\$ 55,000.00
2018 CMD007	Street sweeper	\$ 180,000.00	\$ 185,000.00
2020 CMD004	One-ton dump truck	\$ 75,000.00	\$ 80,000.00
2018 CMD011	Hoe/ excavator	\$100,000.00	\$100,000.00
2021 CMD004	Leaf Collector chassis	\$ 90,000.00	\$ 80,000.00
		\$558,000.00	\$558,000.00

We appreciate your assistance and understanding with these changes.

cc:

Gary Labajetta, Utilities Manager
Brad McKay, Facilities Manager
Brian Huff, Controller



CITY OF KENT, OHIO

Information Technologies Department Memorandum

To: Rhonda Hall, Finance Director
From: Gary Bishop, IT & Communications Manager
Amy Wilkens, Council Clerk
Date: 03/23/2021
Re: CivicClerk Appropriations Amendment Request

We would like to request new appropriations to the 2021 Capital Improvements Plan in the amount of \$16,500 for the licensing and services associated with the CivicPlus CivicClerk Software agreement. We would like to move the funds to account 301.09.570.728-7680.

The CivicPlus CivicClerk agreement is a 3 year agreement with CivicPlus to provide software for the purposes of creating, managing and distributing the agendas for City boards and commissions.

Gary Bishop
IT & Communications Manager



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE

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

From: Brian Huff, CPA, Controller

Date: February 22, 2021

Re: Appropriation Amendment Needed

We are requesting appropriations for the following transfers due to the annual charter true up calculation:

- 1) Fund 116 (Income Tax Fund) to Fund 301 (Capital) \$223,294**
- 2) Fund 116 (Income Tax Fund) to Fund 303 (Police Station) \$170,550**

Thanks for your attention to this matter.

, 11/f/
Brian Huff, Controller



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE

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

From: Brian Huff, CPA, Controller

Date: February 22, 2021

Re: Appropriation Amendment Needed

We are requesting appropriations for the following transfers and advances:

- 1) **\$75,000 Transfer from fund 116 Income Tax to fund 126 CDBG**
- 2) **\$75,000 Advance payback from fund 126 CDBG to fund 116 Income Tax**
- 3) **\$12,000 Advance payback from fund 205 Solid Waste to 116 Income Tax**

Thanks for your attention to this matter.

A handwritten signature in black ink, appearing to read "Brian Huff", with a stylized flourish at the end.

Brian Huff, Controller

**KENT POLICE DEPARTMENT
FEBRUARY 2021**

	FEBRUARY 2020	FEBRUARY 2021	TOTAL 2020	TOTAL 2021
CALLS FOR SERVICE	2151	1689	4443	3032
FIRE CALLS	378	349	729	715
ARRESTS, TOTAL	132	125	294	229
JUVENILE ARRESTS	6	3	18	6
O.V.I. ARRESTS	24	15	35	22
TRAFFIC CITATIONS	315	134	572	213
PARKING TICKETS	932	524	1802	679
	0		0	0
ACCIDENT REPORTS	80	24	137	66
Property Damage	49	10	77	36
Injury	10	5	17	10
Private Property	12	5	23	9
Hit-Skip	8	2	14	6
OVI Related	1	2	2	4
Pedestrians	0	0	4	1
Fatals	0	0	0	0
U.C.R. STATISTICS	0		0	0
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	0	0	0	0
Assault Total	16	15	28	32
Serious		1		1
Simple	15		14	27
Burglary	5	7	9	11
Larceny	14	36	42	63
Auto Theft	0	0	1	2
Arson	0	0	0	0
Human Trafficking:Servitude	0	0	0	0
Human Trafficking:Sex Acts	0	0	0	0
TOTAL	35	58	80	108
CRIME CLEARANCES				
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	0	0	0	0
Assault Total	18	12	28	27
Serious		1		1
Simple	17		11	27
Burglary	1	3	3	7
Larceny	3	5	9	13
Auto Theft	0	0	0	0
Arson	0	0	0	0
Human Trafficking:Servitude	0	0	0	0
Human Trafficking:Sex Acts	0	0	0	0
TOTAL	22	20	40	47