



CITY OF KENT, OHIO

DEPARTMENT OF FINANCE

TO: Dave Ruller, City Manager
FROM: David Coffee, Director of Budget and Finance *David Coffee*
DATE: July 28, 2015
SUBJECT: Request for Ordinance to Certify Delinquent City Utility Debtors to County

In October of 2012 Kent City Council approved Ordinance 2012-110 amending Sections 913.07, 915.72, 921.24 and 935.14 of the Kent Codified Ordinances allowing for the certification of delinquent water use charges, wastewater use charges, storm water utility charges and recycling/solid waste collection charges to the County Auditor to be placed as a tax lien on the real property that generated the delinquent charges. This action aligned the City's possible enforcement remedies for the above listed "Utility Billing Charges" with already existing "housekeeping authority" for other City code enforcement violations and special assessments.

In continuation of this practice I am respectfully requesting City Council authorization for an ordinance certifying the attached list of delinquent and otherwise uncollectable Utility Billing Accounts to the County Auditor in order to allow for the placement of the certified amount on the real property tax list and duplicate against the property served by the non-payment of utility bills, and declaring an emergency.

A request for City Council approval of a separate ordinance to provide certification of listings for non-Utility Billing outstanding delinquent debts is also being submitted under separate cover. The County has indicated that separate ordinances are required in order to separate their remittance of collected amounts so that City revenue accounting entries can be made to the appropriate funds.


Thank you in advance for your support and assistance in this matter.

| City of Kent: Delinquent Fines and Unpaid Fees | | Dept: Utility Billing | | | |
|--|-----------------------|-----------------------|-------------------|----------------------------------|--------------------------------|
| Owner Name | Address | Parcel Number | Amount | Date Delinquent or Cost Incurred | Description of Fine/Unpaid Fee |
| AHMAD, BASSAM | 1112 SILVER MEADOWS | 17-028-10-00-116-000 | \$119.58 | 7/28/2014 | WATER/SEWER |
| BOWER, JEFF | 323 COLLEGE CT 2ND FL | 17-024-40-00-091-000 | \$235.62 | 10/20/2014 | WATER/SEWER |
| BUKOVAC, MIKE | 465 FRANCIS STREET | 17-010-10-00-019-001 | 57.73 | 7/28/2014 | WATER/SEWER |
| DUNFORD, DAVID | 667 ROOSEVELT | 17-010-03-00-103-000 | 258.51 | 12/3/2014 | WATER/SEWER |
| FAMILY & COMM SERVICE | 719 SILVER MEEADOWS | 17-028-10-00-100-000 | 61.89 | 10/20/2014 | WATER/SEWER |
| GARDNER, JEFFREY | 453 ROCKWELL | 17-030-20-00-133-000 | 47.44 | 4/8/2015 | WATER/SEWER |
| GARRETT TOWNHOMES LLC | 429 GARRETT | 17-027-10-00-087-000 | 14.26 | 3/6/2015 | WATER/SEWER |
| GARRETT TOWNHOMES LLC | 435 GARRETT | 17-027-10-00-087-000 | 79.92 | 3/6/2015 | WATER/SEWER |
| HOSTETLER, LARRY | 804 FRANKLIN | 17-012-20-00-024-000 | 72.52 | 11/24/2014 | WATER/SEWER |
| K & M PROPERTIES OH LLC | 1000 SILVER MEADOWS | 17-028-10-00-111-000 | 66.6 | 11/24/2014 | WATER/SEWER |
| KLINE, MARK | 391 LOUISE | 17-027-10-00-139-000 | 412.05 | 4/8/2015 | WATER/SEWER |
| KOELEWYN, JULIE | 3 COSTLEY | 17-031-22-00-159-000 | 147.71 | 1/8/2015 | WATER/SEWER |
| KOHER, BRENT | 497 LAUREL | 17-010-10-00-089-000 | 1016.38 | 4/8/2015 | WATER/SEWER |
| LANGSTON, PEGGY | 1537 BENJAMIN | 17-007-20-00-022-000 | 15.87 | 4/8/2015 | WATER/SEWER |
| LANGSTON, PEGGY | 1539 BENJAMIN | 17-007-20-00-022-000 | 127.02 | 4/8/2015 | WATER/SEWER |
| LANGSTON, PEGGY | 1539 STATESMAN | 17-007-20-00-038-000 | 42.86 | 7/28/2014 | WATER/SEWER |
| MARQUINEZ, FLORENCIO | 208 GOUGLER | 17-025-10-00-074-000 | 57.83 | 1/8/2015 | WATER/SEWER |
| PEACHOCK, PHILLIP | 226 S MANTUA | 17-025-20-00-047-000 | 213.17 | 4/8/2015 | WATER/SEWER |
| PIG MAN PROPERTIES LLC | 1026 NORWOOD | 17-010-80-00-084-000 | 114.97 | 11/24/2014 | WATER/SEWER |
| PLYMALE, SHANDS | 1328 CHELTON B | 17-010-40-00-013-000 | 94.98 | 7/10/2014 | WATER/SEWER |
| RUSSELL, DAVID | 487 NEEDHAM | 17-043-30-00-060-000 | 102.92 | 4/8/2015 | WATER/SEWER |
| SEAHOLTS, GORDON | 603 VINE | 17-013-20-00-192-000 | 28.73 | 3/6/2015 | WATER/SEWER |
| SHI, JIANRU | 852 ADMORE | 17-029-20-00-011-113 | 32.19 | 1/8/2015 | WATER/SEWER |
| SICURO, LETTY | 1402 VINE | 17-006-12-00-008-000 | 47.59 | 1/8/2015 | WATER/SEWER |
| SMITH, KATHRYN | 626 ADA | 17-010-03-00-042-000 | 64.82 | 7/28/2014 | WATER/SEWER |
| TUEL, TYRONE | 133 W HALL | 17-012-10-00-062-000 | 542.86 | 3/6/2015 | WATER/SEWER |
| TUEL, TYRONE | 133 W HALL | 17-012-10-00-062-000 | 300.95 | 11/24/2014 | WATER/SEWER |
| VICA LLC | 1177 SILVER MEADOWS | 17-028-10-00-119-000 | 151.23 | 12/3/2014 | WATER/SEWER |
| VONSTEIN, HEIDI | 246 STARR | 17-031-21-00-048-000 | 119.64 | 4/8/2015 | WATER/SEWER |
| WHITE, HEATHER & STEVEN | 1306 CAROL | 17-028-10-00-059-000 | 223.83 | 10/20/2014 | WATER/SEWER |
| WILSON, JEFF | 825 LOCK | 17-031-21-00-056-000 | 125.43 | 2/6/2015 | WATER/SEWER |
| ZHAO, LEI | 489 FRANCIS | 17-010-10-00-024-000 | 95.76 | 3/6/2015 | WATER/SEWER |
| ZHAO, LEI | 489 FRANCIS | 17-010-10-00-024-000 | 15.66 | 4/8/2015 | WATER/SEWER |
| Total for Utility Billing Department | | | \$5,108.52 | | |



CITY OF KENT, OHIO

DEPARTMENT OF FINANCE

TO: Dave Ruller, City Manager
FROM: David Coffee, Director of Budget and Finance 
DATE: July 28, 2015
SUBJECT: Request for Ordinance to Certify Delinquent Non-Utility Debtors to County

Annually Kent City Council receives listings of unpaid delinquent mowing bills, property maintenance violations-citations, zoning violations-citations, and other code enforcement violations to be placed as a tax lien on the real property that generated the delinquent charges.

In continuation of this annual "housekeeping practice" I am respectfully requesting City Council authorization for an ordinance certifying the attached list of delinquent and otherwise uncollectable fines/fees to the County Auditor in order to allow for the placement of the certified amount on the real property tax list and duplicate against the property served by the non-payment of various code enforcement actions, and declaring an emergency.

A request for City Council approval of a separate ordinance to provide certification of listings for Utility Billing outstanding delinquent debts is also being submitted under separate cover. The County has indicated that separate ordinances are required in order for us to distinguish their remittance of collected amounts in a way that will enable City revenue accounting entries to the appropriate funds.

Thank you in advance for your support and assistance in this matter.

City of Kent: Delinquent Fines/Unpaid Fees: Dept. Community Development 7/21/15

| Owner Name | Address | Parcel Number | Amount | Date Incurred | Description |
|--------------------------------|--------------------------|----------------------|-----------|---------------|--|
| STAMPER LISA G | 434 STOW | 17-025-20-00-011-000 | \$2700.00 | 3/2/15 | 9 CIs:1411.13, 1411.05, 1410.04f, 1411.04, 1411.01, 1411.06, 1411.09, 1411.02, 1411.12 |
| STAMPER LISA G | 434 STOW | 17-025-20-00-011-000 | \$300.00 | 1/20/15 | 1411.10 |
| SULLIVAN NADINE HULBERT | 336 SILVER MEADOWS BV | 17-028-20-00-112-000 | \$300.00 | 5/4/15 | 1411.06 |
| PUB PROPERTIES LLC | 211 FRANKLIN AVE | 17-025-40-00-022-000 | \$330.00 | 7/9/15 | mowing, CI |
| J & W KENT LLC | 320 S WATER ST | 17-025-40-00-048-001 | \$300.00 | 2/23/15 | 521.16 (snow) |
| WEC 2000A 36 LLC | 1720 E MAIN | 17-022-00-00-007-000 | \$600.00 | 12/8/14 | 2 CIs: 521.13, 1411.01 |
| RENNECKER TERRY L & CAROL J | 535 BOWMAN | 17-006-11-00-074-000 | \$1435.00 | 7/9/15 | mowing, CIs |
| SURGEN RALPH M | 551 CHERRY | 17-008-10-00-006-000 | \$705.00 | 7/9/15 | mowing, CIs |
| MEDURI SHARIE LYNN | 615 CRAIN | 17-024-33-00-016-000 | \$330.00 | 11/3/14 | mowing, CI |
| KIERSTEAD MARGARET ROSE | 1039 DAVEY | 17-032-10-00-065-000 | \$370.00 | 8/4/14 | mowing, CI |
| WEC 2000A 36 LLC | 1720 E MAIN | 17-022-00-00-007-000 | \$1060.00 | 6/11/15 | mowing, CIs |
| HSBC MORTGAGE SERVICES INC | 226 WILLIAMS | 17-013-20-00-109-000 | \$335.00 | 7/9/15 | mowing, CI |
| MOORE THOMAS L | 539 FRANKLIN | 17-012-10-00-018-000 | \$335.00 | 6/11/15 | mowing, CI |
| RICHARDS BRENDA J | 234 LAKE | 17-031-22-00-152-000 | \$1360.00 | 7/9/15 | mowing, CI |
| MIDFIRST BANK | 485 LONGMERE | 17-011-10-00-008-000 | \$335.00 | 7/9/15 | mowing, CI |
| KORDINAK MARIE M | 1070 NORWOOD | 17-010-80-00-087-000 | \$695.00 | 6/21/15 | mowing, CI |
| SULLIVAN NADINE HULBERT | 336 SILVER MEADOWS BV | 17-028-20-00-112-000 | \$1360.00 | 7/9/15 | mowing, CIs |
| C & S VENTURES INC | 609 WATER | 17-013-20-00-002-000 | \$330.00 | 8/4/14 | mowing, CI |

| | | | | | |
|--|-------------|----------------------|----------|--------|------------|
| L H COMPUTER BUSINESS SERVICES LTD | 234 DODGE | 17-012-20-00-196-000 | \$335.00 | 7/8/15 | mowing, CI |
| LANDMAN LEASING LLC | 1057 GRAHAM | 17-041-10-00-050-000 | \$330.00 | 7/9/15 | mowing, CI |

Total for Dept. of Community Development \$13,845.00

City of Kent: Delinquent Fines/Unpaid Fees: Dept. Health 7/22/15

| Owner Name | Address | Parcel Number | Amount | Date Incurred | Description |
|---|--------------------------|----------------------|----------|---------------|-------------|
| Charles Joseph Casey Vernon and Carla Bachtel | 233 Highland Ave | 17-024-34-00-042-000 | \$50.00 | 8/25/2014 | 14-241 |
| Shannon Deleon | 550 Fairchild Ave | 17-030-20-00-118-000 | \$40.00 | 4/29/2015 | 15-069 |
| TV Investments LLC | 255 W Oak St | 17-012-20-00-020-000 | \$140.00 | 5/5/2015 | 15-072 |
| Sheryl Carpenter | 132 Lake Street | 17-031-22-00-167-000 | \$160.00 | 6/5/2015 | 15-086 |
| Shelley Evans | 141 Lake Street | 17-031-21-00-009-000 | \$40.00 | 6/5/2015 | 15-087 |
| | 333 Crain Ave | 17-031-22-00-193-000 | \$100.00 | 6/5/2015 | 15-088 |
| Cody Sizemore | 827/829 Randall Drive | 17-030-20-00-249-000 | \$20.00 | 6/12/2015 | 15-091 |

Total for Dept. of Health \$550.00

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Linda Jordan

FROM: Jim Bowling *JLB*

DATE: July 7, 2015

RE: SR 43 Signalization - AMATS Grant Application Request

The division of engineering is requesting council approval to submit a grant application to the Akron Metropolitan Area Transportation Study (AMATS) to improve the sidewalk on S. Water Street (SR 43) from SR 261 to Summit Street as part of the SR 43 Signalization Project. The grant request would be for \$500,000 in Transportation Alternatives Program (TAP) funds.

Background:

The current SR 43 Signalization Project includes the replacement of sidewalk on one side of S. Water Street (SR 43) within the existing project limits, which is from SR 261 to Summit Street. The sidewalk replacement is required due to the construction of an underground fiber optic interconnect required for the signal system. The replacement walk would be located within the existing right-of-way and would be in the same general configuration as the existing walk (see figure 1) to meet the project scope and budget. The existing walk does not meet the American Association of State Highway and Transportation Officials (AASHTO) "Guide for the Planning, Design and Operation of Pedestrian Facilities".

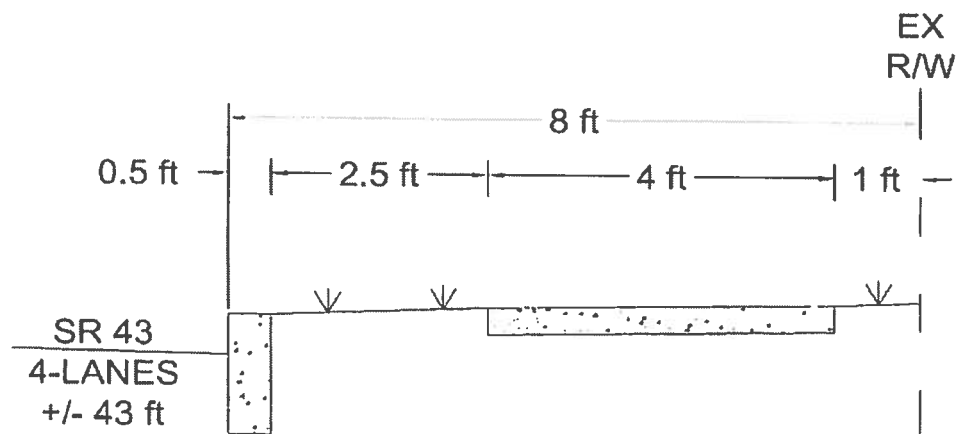


Figure 1 - Existing Sidewalk Configuration
(Does not meet AASHTO Guide)

Option:

In order to improve the walkability along the corridor and allow room for bicyclists to ride along S Water Street (SR 43), the walk would need to be significantly widened (from 4 feet to 8 feet) and retain the existing tree lawn. This configuration is shown in figure 2 and would meet the AASHTO "Guide for the Planning, Design and Operation of Pedestrian Facilities".

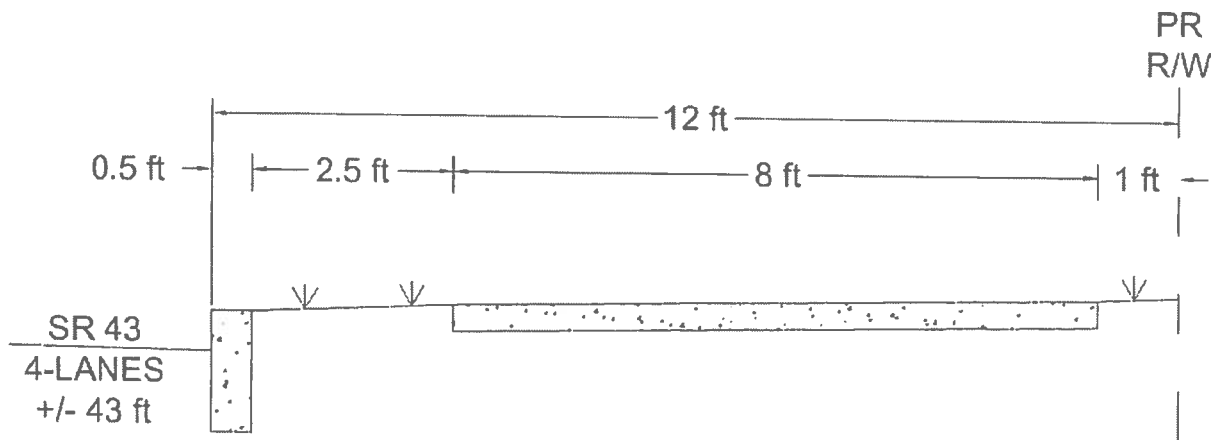


Figure 2 - Sidewalk Option
(Meets AASHTO Guide)

It will require the purchase of additional right-of-way along the length of the project (approximately 50 parcels), as well as additional grading, site restoration and other work to construct the walk shown in Figure 2. The increased work would require an additional \$750,000 to the project budget. The AMATS TAP Grant could pay for \$500,000 of the \$750,000, which would require the City to appropriate the additional \$250,000 to allow for the sidewalk improvements.

We view this as a one-time cost savings opportunity to make an improvement to a sidewalk along S Water Street (SR 43). There are significant efficiencies gained in performing this work with the signalization project. If the sidewalk work was to be performed as a stand alone project it's total cost would be at least \$1,400,000.

c: Gene Roberts
David Coffee
Jon Giaquinto
file

Proposed School Resource Officer Memorandum of Understanding Changes

Paragraph 4.

Existing Language: The position of the SRO is being funded 100% by the Kent Board of Education, including base pay, overtime (as requested by the schools) and benefits as listed below and as applicable based on the FOP collective bargaining agreement:

- Longevity Pay (if applicable to the officer)
- Pension and retirement contributions
- Merit pay (if applicable to the officer)
- Medical examinations
- Holiday pay (for holidays worked by the officer not recognized by the BOE)
- Uniforms and equipment
- Group insurance
- Training specific to this position or as requested by the BOE

The City of Kent agrees to fund the cost of the officer's regular time or overtime on behalf of the City during emergencies, departmental requested trainings or voluntary overtime shifts the officer chooses to work.

Proposed Replacement Language: The position of the SRO is being funded 100% by the Kent Board of Education during the regular school year (approximately August through May). The City of Kent will fund 100% of the position during the non-school summer quarter when the officer is not performing SRO duties.

If unique circumstances require extending the SRO presence in the schools beyond the regular academic year, the Kent BOE will assume those costs on a pro rata basis. If unique circumstances result in an extended absence (greater than 3 weeks in succession) of the SRO during the regular academic year, the City and Kent City School staff have the authority to negotiate an adjusted pro rata share of funding.

The funding includes base pay, overtime (as requested by the schools) and benefits as listed below and as applicable based on the FOP collective bargaining agreement:

- Longevity Pay (if applicable to the officer)
- Pension and retirement contributions
- Merit pay (if applicable to the officer)
- Medical examinations
- Holiday pay (for holidays worked by the officer not recognized by the BOE)
- Uniforms and equipment
- Group insurance
- Training specific to this position or as requested by the BOE

The City and Kent BOE agree to collaborate to pursue grant opportunities to offset the funding requirements of the position. Grant funds received specifically for SRO function will be used to reduce the Kent BOE contribution during the regular academic year. Any local match required for SRO grants will be paid by the Kent BOE.

The City of Kent agrees to fund the cost of the officer's regular time or overtime on behalf of the City during emergencies, departmental requested trainings or voluntary overtime shifts the officer chooses to work.

KENT CITY - KENT CITY SCHOOL DISTRICT MEMORANDUM OF UNDERSTANDING FOR THE SCHOOL RESOURCE OFFICER PROGRAM

This agreement made and entered into between the City of Kent, a municipal corporation, organized and existing by virtue of the laws of the State of Ohio and the Kent City Board of Education by its duly acting and qualified Superintendent, Dr. Joseph Giancola.

Whereas the City and the Board are interested in entering into a contract for the establishment of a school resource officer to provide a more complete liaison between the City of Kent Police Department and the Kent City School System in a cooperative effort to prevent crime and crisis and provide safety and a law enforcement presence.

Therefore the parties, each in consideration for the mutual promises and obligations assumed by the other, agree as follows:

1. The Primary Function of the School Resource Officer (SRO) is to act as a liaison between the City's Police Department and the Kent City School District, residents and businesses impacted by the educational institutions through development and implementation of Public Education and Awareness Program: and to maintain a healthy and productive working rapport with intermediate and secondary level students, parents, and school administrators in the capacity of law enforcement education.
2. The Objective of the School Resource Officer (SRO) is to provide and instill a sense of safety through officer presence. The School Resource Officer (SRO) will focus on developing a rapport with students primarily at the Roosevelt High School and Stanton Middle school to create and maintain a safe educational environment for the students, faculty and staff.
3. The Duties of the School Resource Officer shall be assigned to one full time officer of the Kent Police Department. The officer's assignment will be to fulfill the outlined objectives and functions outlined above, to carry out his duties as further outlined in the School Resource Officer Program Manual and carry out the duties governed by the City of Kent and State of Ohio as a certified peace officer.
4. The position of SRO is being funded 100% by the Kent Board of Education, including base pay, overtime (as requested by the schools) and benefits as listed below and as applicable based on the FOP collective bargaining agreement:
 - Longevity Pay (if applicable to the officer)
 - Pension and retirement contributions
 - Merit pay (if applicable to the officer)
 - Medical examinations
 - Holiday pay (for holidays worked by the officer not recognized by the BOE)
 - Uniforms and equipment
 - Group insurance
 - Training specific to this position or as requested by the BOE

The City of Kent agrees to fund the cost of the officer's regular time or overtime on behalf of the city during emergencies, departmental requested trainings or voluntary overtime shifts the officer chooses to work.

5. The Kent City Schools share of expenses for the SRO shall be paid quarterly. At the end of each calendar year quarter (March 31, June 30, September 30 and December 31st.) the city shall send the KCS's an invoice for the costs of the SRO attributable to the KCS's. The invoices shall be payable within thirty days of the date of the invoice. Should the invoice not be paid within the thirty day time period, interest will accrue at 5% per annum on the balance due beginning on the 31st day after the date of the invoice.

6. The Term of Agreement shall be for one year commencing on the 25 th day of August, 2014 and terminating on the 24th day of August, 2015. Negotiations for a new agreement shall commence no sooner than three months prior to the expiration date of this agreement and no later than two months before the agreement's expiration date.

This agreement may be terminated by either of the Parties upon one hundred twenty days written notice to the other party.

It is understood that the contents of the Kent School Resource Officer Manual shall be agreed upon and made a part of the Agreement as if fully rewritten herein.

City Manager Dave Ruller
City of Kent

Dr. Joseph Giancola
Kent City Board of Education

KENT SCHOOL RESOURCE OFFICER PROGRAM

OVERVIEW - We are pleased to introduce this School Resource Officer (SRO) program to the Kent community for the 2014-2015 school year. Although new to Kent, their existence can be traced back to the 1950's when Flint Michigan started the first known program with the goal of improving police-youth relations. Generally, the SRO has three primary functions in the schools: law enforcement officer, crime prevention specialist and educator. The key to a successful SRO program is to blend these functions to meet the specific needs of the community. In the following sections our SRO program will be outlined taking into account specific needs for the Kent community.

PURPOSE - First and foremost, the SRO is a full-time police officer assigned to Stanton Middle and Roosevelt High schools. This officer will investigate, report and act on offenses that occur on school property or during school events. In this role, the SRO is there to create and maintain a safe educational environment for the student, faculty and staff. The SRO will be responsible for the majority of law enforcement activities occurring at the school during or immediately before and after school hours. This will involve the traditional enforcement activities of investigating criminal activity, filing charges or making arrests. In addition, the officer is responsible for information sharing between school officials and the police department. The officer will focus on developing a rapport with students to enable them to fulfill the purpose and administer their duties in this position.

Keeping the peace and maintaining a police officer presence in school as a law enforcer is a critical role the SRO will fulfill. The SRO is present to take positive steps to prevent crime, patrolling the property and advising the administration and staff on building security and safety issues. Community awareness of this uniformed presence at the schools is meant to be a deterrent to outside criminal influences as well. The SRO will be able to provide law enforcement assistance to school personnel, parents and students.

This position may enable the SRO to present information to students, parents and school faculty in a variety of law enforcement related topics as necessary or by request. This facet of the program will be based on need and circumstance. The SRO is in a unique position to identify and liaison with troubled youth who may benefit from a diversion from the criminal justice system.

SRO DUTIES AND OBLIGATIONS - The SRO is a full-time sworn officer of the Kent Police Dept. assigned to provide the law enforcement expertise and resources to assist school staff in maintaining safety, order and discipline within their assigned school.

The SRO may provide educational benefits to students by leading classroom presentations and presenting assemblies covering topics to include law education, legal systems, substance abuse, safe driving, sexual harassment, etc.

The SRO's assigned school building, grounds and surroundings will be their primary area of patrol to include Stanton Middle and Roosevelt High schools. The SRO will coordinate with area officers in matters related to other Kent schools and properties.

They are responsible for handling all calls for service at the school and will coordinate the response of other police resources to the school.

The SRO shall wear the regulation police uniform and operate a marked police cruiser while on duty unless otherwise authorized by the supervisor for a specific purpose. The SRO provides a visible deterrent to crime and a positive representative of the police department to students and staff.

The SRO's duty schedule will be determined by the Kent Police Department Operations Captain but will generally be arranged to provide coverage throughout the school day including peak arrival and departure times before and after school. The SRO's remain employees of the city and as such are ultimately supervised, evaluated and directed by the Chief of Police.

The SRO shall make themselves available for conferences with students, parents, and faculty members in order to assist them with problems of a law enforcement or crime prevention nature.

The SRO will build rapport and trust with students by maintaining a high level of visibility on campus during the regular school day and by attending school activities and other school and community programs. Such assignments will be included in the SRO regular duties in order to avoid the need for overtime compensation.

The SRO shall respond to emergency situations as requested by school principals or their designee. The SRO shall respond in a customary manner according to training and standard law enforcement techniques to criminal activity which is observed or suspected by the SRO or school staff.

The SRO may assist the principals or their designee in developing plans and strategies to prevent and/or minimize dangerous situations which may result from student unrest.

The SRO shall take law enforcement action as required. As soon as practicable, the SRO shall make the principal of the school aware of such action. At the principal's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school function to the extent that the SRO may do so under the authority of the law. Whenever practicable, the SRO shall advise the principal before requesting additional police assistance on campus.

The SRO shall maintain detailed and accurate records of the operation of the SRO program to include a daily log of meetings, contacts, informational items, etc. The SRO shall submit other reports as required by the principal or school staff.

The SRO shall not act as a school disciplinarian, as disciplining students is a school responsibility. However, if the principal believes an incident is a violation of the law, the principal may contact the SRO, and the SRO shall then determine whether law enforcement action is appropriate. SRO's are not to be used for regularly assigned lunchroom duties, hall monitors or other monitoring duties. However, it is expected that the SRO will be vigilant and visible during lunch periods when the school is most vulnerable.

In the event an SRO calls off sick from work, the SRO shall notify both his supervisor at the Kent Police Department and the assistant superintendent of the school district.

Recognizing communication and information sharing are essential to the success of the SRO program, sharing information will be governed by the Ohio Revised Code, the Ohio Administrative Code, Ohio's Public Records Law and relevant Kent Police Department and Kent City School policies.

SRO's shall meet weekly, or more frequently if necessary, with the school principal or designee for the purpose of exchanging information about crime trends, problem areas or other areas of concern which have potential for disruption in the school or within the community.

The SRO will meet twice monthly with the Kent Police Department Operations Captain to discuss program initiatives, expectations and identify any issues with the position.

KENT SCHOOLS RESPONSIBILITIES

In order for the SRO to effectively carry out his/her duties while on school property there are items that are required and necessary of the position. The KCS shall provide the SRO with the following:

1. An office or area in each school during the regular school year suitable to allow for privacy in student/faculty communications
2. Office equipment and supplies to include a phone and internet capable computer, desk, chair and file cabinet.
3. Keys for building accessibility and access to student discipline files.

KENT POLICE DEPARTMENT RESPONSIBILITIES - The Kent Police Department also recognizes responsibilities on behalf of the officer and this department to ensure officer compatibility and program effectiveness.

1. The officer will be limited to taking time off during the school year to four personal (comp time or vacation) days.
2. The SRO has the option to work the road or take personal time off when school is not in session for parent teacher conference days, cancellations and delays, holidays, spring and holiday breaks, in-service days, etc.
3. Time off requests will be granted by the Operations Captain who will be the direct supervisor to the SRO. SRO will not be counted towards staffing on day shift patrol and so time off requests are not granted by seniority. Time off requests beyond the school year are not subject to seniority and normal departmental procedures and contractual agreements as the assignment will be considered additional staffing. Since the SRO is limited in taking time off during the school year, their time off requests will not be overly restrictive.
4. The SRO can work any extra details, including school functions, without disparate treatment. The equalization methods for extra duty details will be followed.
5. The SRO will not be a replacement for requesting security at high school functions. Staff will continue to make requests for off-duty officers as past practices dictate.
6. The SRO will generally work Mon-Fri 7 am - 3 pm annually but will have a flexible schedule as necessity dictates.

7. The SRO's lunches shall be taken on school grounds.

8. The SRO's are permitted to leave school grounds for official duties such as court appearances, scheduled trainings, department meetings or critical incidents involving Kent PD. Proper and timely notice must be given to the RHS principal.

SRO SELECTION - One key element for a successful SRO program is choosing the right officer for the role. For this reason, selection of the SRO must be carefully done to ensure a good match. All candidates will be evaluated by Kent Police and Kent City School representatives. The candidate will be selected and evaluated on the following criteria:

- Likes and cares about kids and can provide past experiences.
- Wants to work in the school and can effectively communicate their reasoning.
- The officer is flexible, patient and even tempered.
- Possesses good communication skills and can relate to middle and high school kids.
- Is a good role model.
- Can work independently, is dependable, has high ethics, and is a good ambassador to the policedepartment. This can be supported by past performance evaluations.
- The officer is an effective leader, presenter or has training experience.
- At least five years experience in the Kent Police Department patrol division is preferred.
- Must complete and perform well in a candid interview with an SRO selection committee.
- Candidates should be free of significant disciplinary action within last five years.

SRO COMMITTEE - This committee shall be comprised of representatives from the Kent City Schools and Kent Police Department. This committee shall make themselves or designees available for joint meetings as may be requested by either party for the purpose of resolving any issues which may arise in the administration and execution of the school resource office program. The committee functions are listed below:

- Define the purpose, position and expectations of an SRO
- Research grant funding sources
- Define the responsibilities/accountabilities of the city and KCS
- Define the terms and conditions of the financials
- Prepare and execute a contract and/or MOU
- Decide on a selection process and execute the selection of an officer
- Send officer to SRO training and/or other training required.
- Meet at least once annually to review the manual, MOU and position prior to the beginning of a new school year.



CITY OF KENT, OHIO

DEPARTMENT OF FINANCE

To: Dave Ruller, City Manager

From: David A. Coffee, Director of Budget and Finance

Date: July 28, 2015

Re: FY2015 Appropriation Amendments, Transfers, and Advances

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

Fund 001 – General

Increase \$ 15,500 Engineering / Other (O&M) – Addt'l funding to pay final design of Dan Smith Community Park per J. Bowling memo dated 6/12/15.

Fund 106 – Parks and Rec.

Increase \$ 20,000 Parks and Rec. / Capital - Additional appropriations for Kramer Restrooms and Concession per J. Idone email of 7/17/15, as approved by Parks Board.

Increase \$ 15,000 Parks and Rec. / Capital - Additional appropriations for design of parking lot for Portage SR 59 Project per J. Idone email of 7/17/15, as approved by Parks Board.

Fund 201 – Water

Increase \$ 13,440 Service / Capital Facilities / Capital – Addt'l funding to pay design of Tonkin Court per J. Bowling memo dated 6/12/15.

Fund 202 – Sewer

Increase \$ 8,500 Engineering / Other (O&M) – Addt'l funding to pay final design of Dan Smith Community Park per J. Bowling memo dated 6/12/15.

Increase \$ 10,080 Service / Capital Facilities / Capital – Addt'l funding to pay design of Tonkin Court per J. Bowling memo dated 6/12/15.

Fund 208 – Storm Water

Increase \$ 8,500 Engineering / Other (O&M) – Addt'l funding to pay final design of Dan Smith Community Park per J. Bowling memo dated 6/12/15.

Increase \$ 11,760 Service / Capital Facilities / Capital – Addt'l funding to pay design of Tonkin Court per J. Bowling memo dated 6/12/15.

Fund 301 – Capital Projects

Increase \$ 48,720 Capital Projects / Capital – Addt'l funding to pay design of Tonkin Court per J. Bowling memo dated 6/12/15.

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: David Coffee
Dave Ruller
Linda Jordan

FROM: Jim Bowling *JB*

DATE: June 12, 2015

RE: Division of Engineering Professional Services - Appropriation Request

The division of engineering is requesting \$32,500 of additional appropriations for the professional services line of the division. This funding is requested to complete essential items performed by the division, such as private development inspections and updating our current design and construction standards. We are requesting the appropriations from the following funds:

- 001 General - \$15,500
- 202 Sewer - \$8,500
- 208 Storm - \$8,500

The reasons for the request stem from unexpected expenses that the division had to undertake. This included paying \$15,500 from the General Fund for the final design of Dan Smith Community Park, as approved by City Council on February 18, 2015 council meeting. The division was also required to pay an outside vendor \$16,995 to televise storm and sanitary sewers that Central Maintenance did not have the staffing to complete.

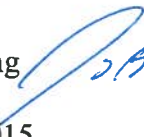
Attached is a summary of the encumbrances from the professional services line, with the anticipated encumbrances needed to finish the year.

c: Gene Roberts
file

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: David Coffee
Dave Ruller
Linda Jordan

FROM: Jim Bowling 

DATE: June 12, 2015

RE: Tonkin Court Reconstruction - Appropriation Request

The division of engineering is requesting additional appropriations totaling \$84,000 to begin the design of Tonkin Court in 2015. Approval of this request will allow us to accelerate the design of Tonkin Court to increase the projects' chances to receive Ohio Public Works Commission (OPWC) funding. Projects with the design and right-of-way completed early receive increased scores when OPWC ranks the projects submitted. In addition, the design of Tonkin Court needs to be coordinated with the site plans for both the new Safety Center and the 345 Flats project. The appropriation is requested from the following funds:

- 201 Water - \$13,440
- 202 Sewer - \$10,080
- 208 Storm - \$11,760
- 301 Capital - \$48,720

c: Gene Roberts
Cori Finney
Rhonda Boyd
file



David Coffee <coffeed@kent-ohio.org>

Re: Additional Appropriation

1 message

John Idone <idone@kent-ohio.org>

Sat, Jul 18, 2015 at 10:29 AM

To: David Coffee <coffeed@kent-ohio.org>

Cc: Dave Ruller <rullerd@kent-ohio.org>, Linda Jordan <ljordan@kent-ohio.org>, James Bowling <bowlingj@kent-ohio.org>, Eng Temp <engtemp@kent-ohio.org>

yes Fund 106 Program 301 Line 7620

thanks

On Fri, Jul 17, 2015 at 3:44 PM, David Coffee <coffeed@kent-ohio.org> wrote:

John,

Did you mean to say Fund #106, that is where the current project funding is for Kramer Restrooms and Concession ?

Dave C.

On Fri, Jul 17, 2015 at 3:31 PM, John Idone <idone@kent-ohio.org> wrote:

Dave/Dave/Linda

The Parks & Recreation Board approved requesting an additional appropriation for P & R in the amount of \$35,000 out of our unencumbered balance. The funds are needed for two Capital Projects in Fund 301 Line 7620 as follows:

\$20,000 for Kramer Restrooms and Concession Stand. A sanitary lift station is needed because we do not have sufficient fall to run a gravity sewer.

\$15,000 for additional design for The Portage State Route 59 Project. We are including expanding the parking lot from 18 cars to 36 cars and this design was not included in the original project scope of services.

Please place this matter on the agenda for the August Meeting.

If you have any questions please let me know.

Thanks

—

John J. Idone
Kent Parks & Recreation Director
Voice 330-673-8897
Fax 330-673-8898

7/28/2015

City of Kent, Ohio Mail - Re: Additional Appropriation

--

John J. Idone
Kent Parks & Recreation Director
Voice 330-673-8897
Fax 330-673-8898

KENT HEALTH DEPARTMENT
STATISTICAL REPORT 2015

3. A

| | June 2015 | YTD 2015 | June 2014 | YTD 2014 |
|----------------------------------|---------------------|----------------------|---------------------|----------------------|
| HEALTH DEPT. \$ COLLECTED | | | | |
| FamAbuse fund | \$ 1,218.00 | \$ 6,517.50 | \$ 960.00 | \$ 4,528.50 |
| Vital Stats Rev. | \$ 6,902.00 | \$ 36,932.50 | \$ 5,473.00 | \$ 25,694.50 |
| Child Abuse | \$ 2,436.00 | \$ 13,035.00 | \$ 1,920.00 | \$ 9,056.70 |
| State VS | \$ 7,308.00 | \$ 39,105.00 | \$ 5,727.00 | \$ 27,129.00 |
| B Perm Rev | \$ 28.00 | \$ 170.00 | \$ 27.50 | \$ 131.00 |
| B Perm State | \$ 140.00 | \$ 850.00 | \$ 137.00 | \$ 630.50 |
| Food Estab. | \$ 1,137.00 | \$ 21,072.25 | \$ 192.00 | \$ 18,071.90 |
| Food Serv. | \$ 775.00 | \$ 67,056.50 | \$ 660.00 | \$ 64,045.15 |
| SolWst Tickets | \$ 490.00 | \$ 900.00 | \$ 0.00 | \$ 0.00 |
| Housing | \$ 20,475.75 | \$ 46,719.50 | \$ 16,442.50 | \$ 40,732.50 |
| Swim Pools | \$ 0.00 | \$ 6,765.00 | \$ 0.00 | \$ 7,220.00 |
| SolWst(Trks) | \$ 350.00 | \$ 2,250.00 | \$ 500.00 | \$ 1,875.00 |
| Tattoo Parlors | \$ 0.00 | \$ 1,050.00 | \$ 0.00 | \$ 300.00 |
| *Misc(Xerox, etc.) | \$ 290.00 | \$ 492.00 | \$ 0.00 | \$ 2,128.20 |
| | \$ 0.00 | \$ 50.00 | \$ 2,498.33 | \$ 2,573.33 |
| MAC Claiming | \$ 0.00 | \$ 6,952.09 | \$ 0.00 | \$ 6,954.99 |
| **ST Subsidy | \$ 0.00 | \$ 25,259.00 | \$ 0.00 | \$ 7,799.63 |
| TOTAL COLLECTED | \$ 41,549.75 | \$ 275,176.34 | \$ 34,537.33 | \$ 218,870.90 |
| TO STATE | | | | |
| FamAbuse fund | \$ 1,181.46 | \$ 6,321.91 | \$ 931.18 | \$ 4,405.67 |
| Food Estabs | \$ 56.00 | \$ 1,484.00 | \$ 28.00 | \$ 1,288.00 |
| Bur.Permits | \$ 140.00 | \$ 850.00 | \$ 137.50 | \$ 641.00 |
| Child Abuse | \$ 2,362.91 | \$ 12,643.92 | \$ 1,862.40 | \$ 8,811.48 |
| State VS QTRLY | \$ 7,308.00 | \$ 39,105.00 | \$ 5,727.00 | \$ 27,210.00 |
| Food Service | \$ 28.00 | \$ 4,024.00 | \$ 0.00 | \$ 3,342.00 |
| Food Vendors* | \$ 0.00 | \$ 132.00 | \$ 0.00 | \$ 120.00 |
| Swim Pools | \$ 0.00 | \$ 1,365.00 | \$ 0.00 | \$ 2,595.00 |
| Wells | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| TOTAL | \$ 11,076.37 | \$ 65,925.83 | \$ 8,686.08 | \$ 48,413.15 |
| TOTAL ASSETS | \$ 30,473.38 | \$ 209,250.51 | \$ 25,851.25 | \$ 170,457.75 |
| +Admin fee to Vital Stats | \$ 109.64 | \$ 586.67 | \$ 86.42 | \$ 407.64 |
| -3% FamAbuse | \$ 36.56 | \$ 195.62 | \$ 28.82 | \$ 135.93 |
| -3% ChildAbuse | \$ 73.08 | \$ 391.05 | \$ 57.60 | \$ 271.71 |

| STATISTICAL REPORT Cont. | June 2015 | YTD 2015 | June 2014 | YTD 2014 |
|-------------------------------------|-----------|------------|-----------|------------|
| PERMIT/lic. | | | | |
| Food Estab. | 2 | 53 | 1 | 50 |
| Food Serv. (5 Temps) | 0 | 136 | 0 | 143 |
| FS Vend. | 0 | 22 | 0 | 21 |
| Home Sew. | 0 | 0 | 0 | 0 |
| Housing | 40 | 127 | 37 | 152 |
| Sol Waste | 4 | 10 | 5 | 31 |
| Swim Pls | 0 | 0 | 0 | 23 |
| Sep Haul. | 0 | 0 | 0 | 0 |
| Tattoo Parlors | 0 | 3 | 0 | 2 |
| Other | 0 | 0 | 0 | 0 |
| TOTAL | 46 | 351 | 43 | 422 |
| MOSQ.CONT. | | | | |
| Larvacide Hrs. | 0.0 | 0.0 | 132.0 | 132.0 |
| Adulticide Hrs. | 0.0 | 0.0 | 16.0 | 16.0 |
| Tot Man Hrs | 56.0 | 168.0 | 148.0 | 263.0 |
| COMPLAINTS | | | | |
| Received | 21 | 100 | 24 | 150 |
| Abated | 16 | 84 | 20 | 134 |
| LEGAL.COMPL. | | | | |
| Filed | 0 | 1 | 0 | 0 |
| Pre-trials | 0 | 1 | 0 | 0 |
| Trials | 0 | 0 | 0 | 0 |
| COMM.DISEASE (not available) | 0 | 48 | 13 | 158 |
| IMMUNIZATIONS | 17 | 72 | 0 | 47 |
| SOLID WASTE TICKETS | 12 | 26 | 0 | 0 |
| BIRTH Copies Issued | 337 | 1816 | 283 | 1000 |
| DEATH Copies issued | 475 | 2529 | 357 | 2019 |

**City of Kent
Income Tax Division**

June 30, 2015

Income Tax Receipts Comparison - (Excluding 0.25% Police Facility Receipts)

Monthly Receipts

| | |
|--|-------------|
| Total receipts for the month of June, 2015 | \$1,172,480 |
| Total receipts for the month of June, 2014 | \$1,170,257 |
| Total receipts for the month of June, 2013 | \$1,059,172 |

Year-to-date Receipts and Percent of Total Annual Receipts Collected

| | <u>Year-to-date Actual</u> | <u>Percent of Annual</u> |
|--|--------------------------------|------------------------------|
| Total receipts January 1 through June 30, 2015 | \$7,045,114 | 54.61% |
| Total receipts January 1 through June 30, 2014 | \$6,549,433 | 50.00% |
| Total receipts January 1 through June 30, 2013 | \$6,217,210 | 50.15% |

Year-to-date Receipts Through June 30, 2015 - Budget vs. Actual

| <u>Year</u> | <u>Annual Budgeted Receipts</u> | <u>Revised Budgeted Receipts</u> | <u>Year-to-date Actual Receipts</u> | <u>Percent Collected</u> | <u>Percent Remaining</u> |
|-------------|---|--|---|------------------------------|------------------------------|
| 2015 | \$ 12,900,000 | \$ 12,900,000 | \$ 7,045,114 | 54.61% | 45.39% |

Comparisons of Total Annual Receipts for Previous Eight Years

| <u>Year</u> | <u>Total Receipts</u> | <u>Percent Change From Prior Year</u> |
|-------------|---------------------------|---|
| 2007 | \$ 10,540,992 | 3.84% |
| 2008 | \$ 10,712,803 | 1.63% |
| 2009 | \$ 10,482,215 | -2.15% |
| 2010 | \$ 10,453,032 | -0.28% |
| 2011 | \$ 10,711,766 | 2.48% |
| 2012 | \$ 12,063,299 | 12.62% |
| 2013 | \$ 12,397,812 | 2.77% |
| 2014 | \$ 13,099,836 | 5.66% |

Submitted by



Director of Budget and Finance

2015 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
(Excluding 0.25% Police Facility Receipts)
as of Month Ended June 30, 2015

| Monthly Receipts | | | | Comparisons | |
|-------------------------|----------------------|----------------------|---------------------|--------------------|-----------------------|
| Month | 2013 | 2014 | 2015 | Amount | Percent Change |
| January | \$ 897,977 | \$ 935,222 | \$ 1,133,206 | \$ 197,984 | 21.17% |
| February | 919,060 | 992,427 | 1,025,924 | 33,497 | 3.38% |
| March | 988,906 | 1,027,737 | 1,092,324 | 64,587 | 6.28% |
| April | 1,330,732 | 1,393,884 | 1,432,498 | 38,614 | 2.77% |
| May | 1,021,364 | 1,029,906 | 1,188,681 | 158,775 | 15.42% |
| June | 1,059,172 | 1,170,257 | 1,172,480 | 2,223 | 0.19% |
| July | 967,424 | 1,073,397 | | | |
| August | 989,007 | 997,630 | | | |
| September | 1,205,984 | 983,247 | | | |
| October | 1,038,755 | 1,138,675 | | | |
| November | 1,042,418 | 1,152,778 | | | |
| December | 937,014 | 1,204,676 | | | |
| Totals | \$ 12,397,812 | \$ 13,099,836 | \$ 7,045,114 | | |

| Year-to-Date Receipts | | | | Comparisons | |
|------------------------------|----------------------|----------------------|--------------|--------------------|-----------------------|
| Month | 2013 | 2014 | 2015 | Amount | Percent Change |
| January | \$ 897,977 | \$ 935,222 | \$ 1,133,206 | \$ 197,984 | 21.17% |
| February | 1,817,036 | 1,927,649 | 2,159,130 | 231,481 | 12.01% |
| March | 2,805,942 | 2,955,386 | 3,251,454 | 296,068 | 10.02% |
| April | 4,136,674 | 4,349,270 | 4,683,953 | 334,683 | 7.70% |
| May | 5,158,038 | 5,379,176 | 5,872,634 | 493,458 | 9.17% |
| June | 6,217,210 | 6,549,433 | 7,045,114 | 495,681 | 7.57% |
| July | 7,184,634 | 7,622,830 | | | |
| August | 8,173,641 | 8,620,460 | | | |
| September | 9,379,625 | 9,603,707 | | | |
| October | 10,418,380 | 10,742,382 | | | |
| November | 11,460,798 | 11,895,160 | | | |
| December | 12,397,812 | 13,099,836 | | | |
| Totals | \$ 12,397,812 | \$ 13,099,836 | | | |

2015 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
(Excluding 0.25% Police Facility Receipts)
as of Month Ended June 30, 2015

| Monthly Receipts | | | | Comparisons | |
|-------------------------|---------------------|---------------------|---------------------|--------------------|-----------------------|
| Month | 2013 | 2014 | 2015 | Amount | Percent Change |
| January | \$ 383,688 | \$ 397,519 | \$ 414,915 | \$ 17,396 | 4.38% |
| February | 353,861 | 361,700 | 380,146 | 18,446 | 5.10% |
| March | 384,674 | 404,469 | 419,335 | 14,866 | 3.68% |
| April | 396,905 | 412,661 | 421,050 | 8,389 | 2.03% |
| May | 379,202 | 396,992 | 410,426 | 13,434 | 3.38% |
| June | 413,558 | 425,614 | 445,804 | 20,189 | 4.74% |
| July | 359,357 | 374,686 | | | |
| August | 375,619 | 389,902 | | | |
| September | 321,941 | 332,001 | | | |
| October | 392,945 | 407,748 | | | |
| November | 399,939 | 456,507 | | | |
| December | 441,408 | 418,293 | | | |
| Totals | \$ 4,603,095 | \$ 4,778,094 | \$ 2,491,676 | | |

| Year-to-Date Receipts | | | | Comparisons | |
|------------------------------|---------------------|---------------------|-------------|--------------------|-----------------------|
| Month | 2013 | 2014 | 2015 | Amount | Percent Change |
| January | \$ 383,688 | \$ 397,519 | \$ 414,915 | \$ 17,396 | 4.38% |
| February | 737,549 | 759,219 | 795,061 | 35,842 | 4.72% |
| March | 1,122,223 | 1,163,689 | 1,214,397 | 50,708 | 4.36% |
| April | 1,519,127 | 1,576,350 | 1,635,447 | 59,097 | 3.75% |
| May | 1,898,329 | 1,973,342 | 2,045,873 | 72,531 | 3.68% |
| June | 2,311,886 | 2,398,956 | 2,491,676 | 92,720 | 3.87% |
| July | 2,671,244 | 2,773,643 | | | |
| August | 3,046,863 | 3,163,545 | | | |
| September | 3,368,804 | 3,495,546 | | | |
| October | 3,761,748 | 3,903,294 | | | |
| November | 4,161,688 | 4,359,801 | | | |
| December | 4,603,095 | 4,778,094 | | | |
| Totals | \$ 4,603,095 | \$ 4,778,094 | | | |

2015 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
(Excluding 0.25% Police Facility Receipts)

Comparisons of Total Annual Receipts for Previous Eight Years

| Year | Total Receipts | Percent Change |
|-------------|-----------------------|-----------------------|
| 2007 | \$ 3,707,931 | 4.68% |
| 2008 | \$ 3,919,539 | 5.71% |
| 2009 | \$ 4,090,788 | 4.37% |
| 2010 | \$ 4,267,465 | 4.32% |
| 2011 | \$ 4,246,372 | -0.49% |
| 2012 | \$ 4,436,666 | 4.48% |
| 2013 | \$ 4,603,095 | 3.75% |
| 2014 | \$ 4,778,094 | 3.80% |

2015 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
Police Facility Dedicated Income Tax Receipts - 1/9 of Total (0.25%)
as of Month Ended June 30, 2015

| Monthly Receipts | | | | Comparisons | |
|------------------|------|--------------|------------|-------------|----------------|
| Month | 2013 | 2014 | 2015 | Amount | Percent Change |
| January | N/A | \$ 116,890 | \$ 141,635 | \$ 24,745 | 21.17% |
| February | N/A | 124,039 | 128,226 | \$ 4,187 | 3.38% |
| March | N/A | 128,453 | 136,525 | \$ 8,072 | 6.28% |
| April | N/A | 174,216 | 179,042 | \$ 4,826 | 2.77% |
| May | N/A | 128,723 | 148,568 | \$ 19,845 | 15.42% |
| June | N/A | 146,266 | 146,544 | \$ 278 | 0.19% |
| July | N/A | 134,159 | | | |
| August | N/A | 124,690 | | | |
| September | N/A | 122,892 | | | |
| October | N/A | 142,318 | | | |
| November | N/A | 144,081 | | | |
| December | N/A | 150,569 | | | |
| Totals | \$ - | \$ 1,637,295 | \$ 880,540 | | |

| Year-to-Date Receipts | | | | Comparisons | |
|-----------------------|------|--------------|------------|-------------|----------------|
| Month | 2013 | 2014 | 2015 | Amount | Percent Change |
| January | N/A | \$ 116,890 | \$ 141,635 | \$ 24,745 | 21.17% |
| February | N/A | \$ 240,929 | 269,861 | \$ 28,932 | 12.01% |
| March | N/A | \$ 369,382 | 406,386 | \$ 37,004 | 10.02% |
| April | N/A | \$ 543,598 | 585,428 | \$ 41,831 | 7.70% |
| May | N/A | \$ 672,321 | 733,997 | \$ 61,676 | 9.17% |
| June | N/A | \$ 818,586 | 880,540 | \$ 61,954 | 7.57% |
| July | N/A | \$ 952,745 | | | |
| August | N/A | \$ 1,077,435 | | | |
| September | N/A | \$ 1,200,327 | | | |
| October | N/A | \$ 1,342,645 | | | |
| November | N/A | \$ 1,486,726 | | | |
| December | N/A | \$ 1,637,295 | | | |
| Totals | N/A | \$ 1,637,295 | | | |

2015 CITY OF KENT, OHIO
Comparison of Total Income Tax Receipts - Including Police Facility Receipts
as of Month Ended June 30, 2015

| Monthly Receipts | | | | Comparisons | |
|-------------------------|----------------------|----------------------|---------------------|--------------------|-----------------------|
| Month | 2013 | 2014 | 2015 | Amount | Percent Change |
| January | \$ 897,977 | \$ 1,052,112 | \$ 1,274,841 | \$ 222,729 | 21.17% |
| February | 919,060 | 1,116,466 | 1,154,150 | 37,684 | 3.38% |
| March | 988,906 | 1,156,190 | 1,228,849 | 72,659 | 6.28% |
| April | 1,330,732 | 1,568,100 | 1,611,541 | 43,441 | 2.77% |
| May | 1,021,364 | 1,158,629 | 1,337,250 | 178,620 | 15.42% |
| June | 1,059,172 | 1,316,523 | 1,319,024 | 2,501 | 0.19% |
| July | 967,424 | 1,207,556 | | | |
| August | 989,007 | 1,122,320 | | | |
| September | 1,205,984 | 1,106,139 | | | |
| October | 1,038,755 | 1,280,993 | | | |
| November | 1,042,418 | 1,296,859 | | | |
| December | 937,014 | 1,355,243 | | | |
| Totals | \$ 12,397,812 | \$ 14,737,131 | \$ 7,925,654 | | |

| Year-to-Date Receipts | | | | Comparisons | |
|------------------------------|----------------------|----------------------|--------------|--------------------|-----------------------|
| Month | 2013 | 2014 | 2015 | Amount | Percent Change |
| January | \$ 897,977 | \$ 1,052,112 | \$ 1,274,841 | \$ 222,729 | 21.17% |
| February | 1,817,036 | 2,168,578 | 2,428,991 | 260,413 | 12.01% |
| March | 2,805,942 | 3,324,768 | 3,657,840 | 333,072 | 10.02% |
| April | 4,136,674 | 4,892,868 | 5,269,381 | 376,513 | 7.70% |
| May | 5,158,038 | 6,051,497 | 6,606,631 | 555,133 | 9.17% |
| June | 6,217,210 | 7,368,020 | 7,925,654 | 557,634 | 7.57% |
| July | 7,184,634 | 8,575,576 | | | |
| August | 8,173,641 | 9,697,896 | | | |
| September | 9,379,625 | 10,804,035 | | | |
| October | 10,418,380 | 12,085,028 | | | |
| November | 11,460,798 | 13,381,888 | | | |
| December | 12,397,812 | 14,737,131 | | | |
| Totals | \$ 12,397,812 | \$ 14,737,131 | | | |



KENT FIRE DEPARTMENT MONTHLY INCIDENT REPORT June 2015

FIRE INCIDENT RESPONSE INFORMATION

Summary of Fire Incident Alarms

| | | | |
|-----------------------------------|-----------|-----------|-----------|
| City of Kent | 52 | 39 | 38 |
| Kent State University | 4 | 7 | 3 |
| Franklin Township | 12 | 7 | 12 |
| Sugar Bush Knolls | 0 | 1 | 0 |
| Brady Lake Village | 0 | 0 | 0 |
| Mutual Aid Given | 6 | 4 | 7 |
| Total Fire Incident Alarms | 74 | 58 | 60 |

| | CURRENT PERIOD | | | YEAR TO DATE | | |
|-----------------------------------|----------------|-----------|-----------|--------------|------------|------------|
| | 2015 | 2014 | 2013 | 2015 | 2014 | 2013 |
| City of Kent | 52 | 39 | 38 | 288 | 286 | 278 |
| Kent State University | 4 | 7 | 3 | 25 | 40 | 39 |
| Franklin Township | 12 | 7 | 12 | 65 | 48 | 62 |
| Sugar Bush Knolls | 0 | 1 | 0 | 0 | 4 | 3 |
| Brady Lake Village | 0 | 0 | 0 | 3 | 0 | 0 |
| Mutual Aid Given | 6 | 4 | 7 | 22 | 29 | 30 |
| Total Fire Incident Alarms | 74 | 58 | 60 | 403 | 407 | 412 |

Summary of Mutual Aid Received by Location

| | | | |
|-------------------------|----------|----------|----------|
| City of Kent | 0 | 2 | 1 |
| Kent State University | 0 | 0 | 0 |
| Franklin Township | 0 | 1 | 0 |
| Sugar Bush Knolls | 0 | 0 | 0 |
| Brady Lake Village | 0 | 0 | 0 |
| Total Mutual Aid | 0 | 3 | 1 |

| | CURRENT PERIOD | | | YEAR TO DATE | | |
|-------------------------|----------------|----------|----------|--------------|----------|----------|
| | 2015 | 2014 | 2013 | 2015 | 2014 | 2013 |
| City of Kent | 0 | 2 | 1 | 3 | 3 | 5 |
| Kent State University | 0 | 0 | 0 | 0 | 0 | 1 |
| Franklin Township | 0 | 1 | 0 | 2 | 1 | 1 |
| Sugar Bush Knolls | 0 | 0 | 0 | 0 | 0 | 0 |
| Brady Lake Village | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Mutual Aid | 0 | 3 | 1 | 5 | 4 | 7 |

EMERGENCY MEDICAL SERVICE RESPONSE INFORMATION

Summary of Emergency Medical Service Responses

| | | | |
|--|------------|------------|------------|
| City of Kent | 175 | 169 | 168 |
| Kent State University | 8 | 8 | 12 |
| Franklin Township | 34 | 37 | 31 |
| Sugar Bush Knolls | 0 | 0 | 3 |
| Brady Lake Village | 1 | 0 | 0 |
| Mutual Aid Given | 1 | 5 | 4 |
| Total Emergency Medical Service Responses | 219 | 219 | 218 |

| | CURRENT PERIOD | | | YEAR TO DATE | | |
|--|----------------|------------|------------|--------------|-------------|-------------|
| | 2015 | 2014 | 2013 | 2015 | 2014 | 2013 |
| City of Kent | 175 | 169 | 168 | 1127 | 1075 | 1125 |
| Kent State University | 8 | 8 | 12 | 150 | 169 | 149 |
| Franklin Township | 34 | 37 | 31 | 200 | 189 | 212 |
| Sugar Bush Knolls | 0 | 0 | 3 | 6 | 2 | 7 |
| Brady Lake Village | 1 | 0 | 0 | 12 | 0 | 0 |
| Mutual Aid Given | 1 | 5 | 4 | 14 | 20 | 25 |
| Total Emergency Medical Service Responses | 219 | 219 | 218 | 1509 | 1455 | 1518 |

Summary of Mutual Aid Received by Location

| | | | |
|-------------------------|----------|----------|----------|
| City of Kent | 1 | 3 | 0 |
| Kent State University | 0 | 0 | 0 |
| Franklin Township | 0 | 2 | 0 |
| Sugar Bush Knolls | 0 | 0 | 0 |
| Brady Lake Village | 0 | 0 | 0 |
| Total Mutual Aid | 1 | 5 | 0 |

| | CURRENT PERIOD | | | YEAR TO DATE | | |
|-------------------------|----------------|----------|----------|--------------|-----------|-----------|
| | 2015 | 2014 | 2013 | 2015 | 2014 | 2013 |
| City of Kent | 1 | 3 | 0 | 7 | 12 | 17 |
| Kent State University | 0 | 0 | 0 | 1 | 1 | 0 |
| Franklin Township | 0 | 2 | 0 | 0 | 2 | 2 |
| Sugar Bush Knolls | 0 | 0 | 0 | 0 | 0 | 0 |
| Brady Lake Village | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Mutual Aid | 1 | 5 | 0 | 8 | 15 | 19 |

TOTAL FIRE AND EMERGENCY MEDICAL SERVICE RESPONSE INCIDENTS

| | 2015 | 2014 | 2013 | 2015 | 2014 | 2013 |
|--|------|------|------|------|------|------|
| | 293 | 277 | 278 | 1912 | 1862 | 1930 |

TOTAL ALL RESPONSES, INCLUDING MUTUAL AID

| | 2015 | 2014 | 2013 | 2015 | 2014 | 2013 |
|--|------|------|------|------|------|------|
| | 294 | 285 | 279 | 1925 | 1881 | 1956 |

**KENT POLICE DEPARTMENT
2015**

| | May 2014 | May 2015 | TOTAL 2014 | TOTAL 2015 |
|-----------------------------|---------------------|---------------------|-----------------------|-----------------------|
| CALLS FOR SERVICE | 1943 | 2079 | 8022 | 9631 |
| FIRE CALLS | 357 | 327 | 1598 | 1628 |
| ARRESTS, TOTAL | 226 | 208 | 866 | 938 |
| JUVENILE ARRESTS | 29 | 2 | 75 | 54 |
| O.V.I. ARRESTS | 13 | 15 | 76 | 81 |
| TRAFFIC CITATIONS | 286 | 311 | 1279 | 1504 |
| PARKING TICKETS | 336 | 330 | 1554 | 2022 |
| ACCIDENT REPORTS | 60 | 43 | 352 | 415 |
| Property Damage | 30 | 26 | 204 | 270 |
| Injury | 8 | 2 | 41 | 37 |
| Private Property | 14 | 11 | 64 | 83 |
| Hit-Skip | 8 | 4 | 34 | 25 |
| OVI Related | 2 | 2 | 11 | 6 |
| Pedestrians | 0 | 0 | 3 | 3 |
| Fatals | 0 | 0 | 0 | 0 |
| U.C.R. STATISTICS | | | | |
| Homicide | 0 | 0 | 0 | 0 |
| Rape | 0 | 0 | 1 | 1 |
| Robbery | 0 | 1 | 4 | 5 |
| Assault Total | 44 | 30 | 132 | 119 |
| Serious | 2 | 4 | 18 | 16 |
| Simple | 42 | 26 | 115 | 103 |
| Burglary | 13 | 12 | 37 | 46 |
| Larceny | 50 | 33 | 197 | 124 |
| Auto Theft | 2 | 0 | 7 | 3 |
| Arson | 0 | 0 | 0 | 1 |
| Human Trafficking:Servitude | 0 | 0 | 0 | 0 |
| Human Trafficking:Sex Acts | 0 | 0 | 0 | 0 |
| TOTAL | 109 | 76 | 378 | 299 |
| CRIME CLEARANCES | | | | |
| Homicide | 0 | 0 | 0 | 0 |
| Rape | 0 | 0 | 1 | 0 |
| Robbery | 1 | 1 | 5 | 3 |
| Assault Total | 34 | 29 | 109 | 99 |
| Serious | 3 | 3 | 14 | 14 |
| Simple | 31 | 26 | 95 | 85 |
| Burglary | 1 | 1 | 6 | 12 |
| Larceny | 5 | 6 | 25 | 15 |
| Auto Theft | 1 | 0 | 2 | 1 |
| Arson | 0 | 0 | 0 | 0 |
| Human Trafficking:Servitude | 0 | 0 | 0 | 0 |
| Human Trafficking:Sex Acts | 0 | 0 | 0 | 0 |
| TOTAL | 42 | 37 | 148 | 130 |



Main Street Kent 2015 Q2 Accomplishments

Marketing Committee – Main Street Kent continues to execute many fun and creative events to entice visitors and Kent residents to the downtown district. We also promote the businesses and features of downtown Kent through web, email, billboard, radio, print and social media. Led by Pam Petrus of DIVERSA, Inc., this committee has grown significantly this year, with participants bringing expertise to the group in social media, web analytics, public relations, and more.

- **Chocolate Walk** – Feb. 14, 2015. For three years, this event has been a popular downtown adventure, yielding profits for Main Street Kent and great foot traffic for participating businesses. Two hundred tickets were sold at \$20 each, and business owners saw many new customers, as well as increased sales during the event. New this year, Standing Rock Jewelers donated a pair of chocolate diamond earrings, and all attendees were entered in a drawing to win the prize!
- **Facebook, Twitter, LinkedIn & Instagram** – We continue to post updates about events, live music, businesses, promotions, art, exciting happenings, new products, conferences, and other relevant information about downtown Kent. Visit us at www.facebook.com/mainstreetkent, www.twitter.com/mainstreetkent, and www.instagram.com/mainstreetkent. Our following on each platform continues to grow each year.
- **Website** – Mainstreetkent.org has been visited by **502,967 unique users** since 2011. Updates are made several times a week, and a robust event calendar lists various local happenings including concerts, festivals, conferences, etc. – painting the picture that shows there is so much happening in Kent!
- **RecordPub.com** – Leaderboard ads provide us with **50,000 impressions** per month through the Record Publishing website. Each month, the theme changes based on the season, upcoming events, etc. Below is the ad from April, 2015.



- **Good Times Magazine** – We placed a half-page ad featuring the ninth annual Masterpieces on Main Art & Wine Festival in this publication, of which **100,000 copies** are printed!
- **PARTA bus advertising** – billboard advertising on these busses featured the Masterpieces on Main Art & Wine Festival for 30 days leading up to the event.



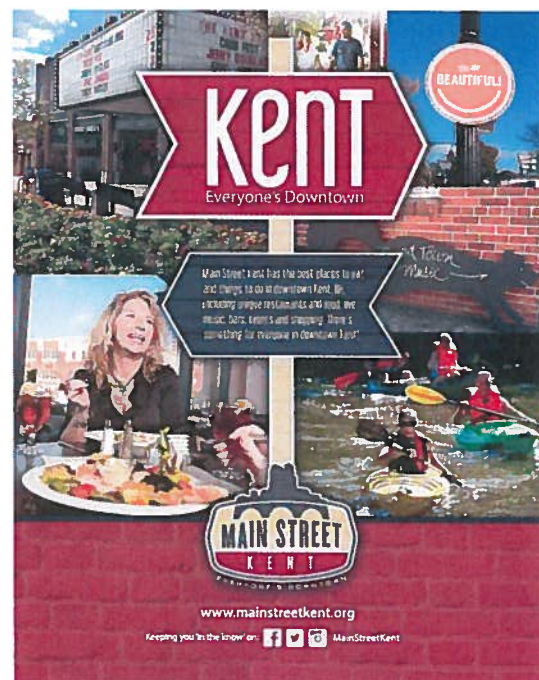
- **Newspaper** – We also placed ads in the Record-Courier newspaper and its weekly papers (Hudson, Cuyahoga Falls, Aurora, Stow, etc.) to build awareness of the event to our community and surrounding cities. The more people we draw to Kent for our events, the more people will be able to see what our city has to offer!



Masterpieces on Main Art & Wine Festival – June 6, 2015 was our ninth annual event – definitely our best yet! Sponsorship, event attendance, committee strength, and profits were all way up this year. Our net profit this year was over **\$23,000!** The community is still talking about the event, and many retailers continue to be thrilled with the amount of foot traffic this event brings to the downtown district on the day of the event and afterwards.



Transitions Magazine – This full-page ad was placed in the magazine that all incoming Kent State University students receive. It features outdoor recreation, dining, entertainment, and the fact that there’s “something for everyone” in downtown Kent. Students and their parents will be looking at this magazine, so the message was created for both audiences.



Design Committee – The Design Committee is led by Jeff Meyers of David Sommers Architects. Under his leadership, the committee is now extremely organized and proactive, with these projects already complete:

- **Downtown Map/Kiosk** – Under agreement with the City of Kent, an all-inclusive downtown map and business directory has been developed and installed in the five downtown kiosks as part of the way finding program. This was a great collaborative effort, producing truly effective and attractive work! These maps will be updated at least once per year.
- **Downtown Banners** – Working with Jim Bowling, a new policy is under development for the management of banners being installed on light posts in the public right-of-way. The goal is to have the MSK Design Committee manage the application process for the downtown district, making recommendations to the city to ensure consistent messaging, avoid clutter, etc. The Design Committee also assisted the engineering department by making placement recommendations for the way finding banners that were installed this spring.
- **Clean Up Kent** – On April 4th, we had another Clean Up Kent day, where several volunteers came downtown to pick up litter for some “spring cleaning.” We had lots of KSU student participation for this one, and plan to repeat the activity again as needed.
- **Adopt-A-Spot** – All thirty-five flower beds have been adopted and planted by this awesome community of volunteers. The beds were planted at the end of May, and Freedom Lawn Care has been taking good care of them. Also, nine new sign posts and Adopt-A-Spot signs were installed in the newer beds.



Business Enhancement Committee

- **Business Survey** – The committee distributed a survey to the downtown businesses to see how we are doing, and how we can better assist them in growing their business. In summary, results indicated:
 - **Cross Promotion with Other Businesses** – 47.6% of respondents find this “extremely valuable” to growing their business.
 - **Hotel Cross Promotion** – 50% of respondents find this to be “extremely valuable” to growing their business.
 - **Special Events** – 61.9% of respondents find this to be “extremely valuable” to growing their business.

The committee is taking these responses into consideration in planning for the rest of 2015 and beyond – lots of good feedback about what we’re already doing (events) and tremendous opportunity to help in other areas (cross promotion)!

- **Seven Courses of Kent** – This event took place at Laziza, where seven local eateries presented their best dishes to our guests. Each course was paired with a beer or wine selection hand-picked by Heidelberg Distributing. \$60 per ticket included meal, pairings, service, tax and gratuity. Sixty tickets were sold, proceeds benefited Main Street Kent, and this was a huge HIT! Guests were thrilled with the variety and quality of food, and the opportunity to try seven different eateries in one evening. We will definitely repeat this event next year.



Organization Committee

- **Annual Evaluation** – Our annual evaluation with Heritage Ohio took place on February 12th. Main Street Kent is recognized as proficient in the ten criteria set by the National Main Street Center, scoring a 97/100! *“Kent has made tremendous strides since joining the Ohio Main Street Program and has become a model community in terms of revitalizing downtown,” says Jeff Siegler, director of revitalization at Heritage Ohio, who conducted the review. “Cities all over Ohio look to Kent to learn how to turn around downtown.”*
- **New Board Member Recruitment** – The MSK Board of Directors continues to grow and diversify. In 2015, we have added these new members to the team:
 - **Errol Can** - Williams, Welser, Ickes & Can, LLC
 - **Mike Carr** – Consultant/Auditor
 - **Eric Decker** – Portage Community Bank
- **Adventures in Northeast Ohio** – On April 7th, Main Street Kent hosted this group’s monthly luncheon meeting at The Pufferbelly, where Dave Ruller presented to the group and Roger DiPaolo gave a tour of downtown Kent. Approximately fifty tourism and regional marketing professionals from NE Ohio were in attendance, all incredibly impressed with our great city.



- **Annual Awards Celebration** – On June 23rd, we celebrated our 2014 successes at the Kent Historical Society Museum with some appetizers, drinks, and awards. All food and beverage was donated by area restaurants, College Town Kent and Sweetwater Brewing Company. Main Street Kent profited from ticket sales to the event. The following awards were given to our greatest supporters of the year:

- President’s Award – DIVERSA, Inc.
- Ronald Burbick Award – Dave Ruller
- Non-Profit of the Year – The Kent Jaycees
- Small Business of the Year – Hometown Bank
- Large Business of the Year – The Davey Tree Expert Company



- **Volunteers** – We could not accomplish our mission without the help of our volunteers. This includes our board of directors, committee members, and all of the people who dedicate their valuable time to various Main Street Kent projects and events.

| <u>Month</u> | <u>Hours</u> |
|----------------------|--------------|
| January | 45 |
| February | 96 |
| March | 59 |
| April | 111 |
| May | 170 |
| June | 250 |
| Total to Date | 731 |



At Main Street Kent, we greatly appreciate the ongoing support of the City of Kent! We look forward to continuing our partnership with all of the organizations (<http://www.mainstreetkent.org/our-supporters>) that help us continue Our Mission:

Working to strengthen and beautify downtown Kent while fostering economic development, historic preservation, and a sense of community.

Main Street Kent - 2015 Budget

| | 2014 | 2015 | revised 7/23/2015 | | |
|---|------------------|------------------|-------------------|--------------------|--------------------------|
| | 2014 | 2015 | 2015 | | |
| INCOME | 2014 Income | 2015 BUDGET | thru 6/30/15 | % Raised of budget | % Raised compare to 2014 |
| Eligible Towards City Income | | | | | |
| Corporate Sponsors & Foundations & Board | | | | | |
| --Board Member Donations | 5,215.00 | \$2,400 | 1,321.56 | 55% | 25% |
| --Art and Wine Sponsors | 2,950.00 | \$4,000 | 4,636.25 | 116% | 157% |
| --Beautification Sponsors | 500.00 | \$1,000 | 1,175.00 | 118% | 235% |
| --Discover Downtown Sponsor | 1,000.00 | | 0.00 | | |
| --Int'l Festival Sponsors | 0.00 | | 0.00 | | |
| --Octoberfest Sponsors | 1,000.00 | \$8,000 | 0.00 | | |
| --Progressive Event Sponsors | 3,250.00 | \$3,500 | 0.00 | | |
| --Round Town Music Festival | 2,500.00 | \$2,500 | 0.00 | | |
| --Thur. Night Live Sponsors | 677.80 | \$0 | 0.00 | | |
| --Window Decorating contest sp. | 0.00 | | 0.00 | | |
| --Friend of Main Street Kent (<\$151) | 4,375.00 | \$5,000 | 928.60 | 19% | 21% |
| --Excellent Partners (\$151-999) | 0.00 | | 0.00 | | |
| --Extraordinary Partners (to \$2500) | 2,000.00 | \$3,000 | 0.00 | | |
| --Distinctive Partner (to \$9999) | 0.00 | | 0.00 | | |
| --Legacy Partner Sponsors (\$10k+) | 10,000.00 | \$13,600 | 7,500.00 | 55% | 75% |
| Total from Levels of Partnership | 16,375.00 | \$21,600 | 8,428.60 | 39% | 51% |
| <i>Total Corporate Sponsors & Foundations & Boa</i> | \$33,468 | \$43,000 | 15,561.41 | 36% | 46% |
| Fundraisers | | | | | |
| --Other Events misc | 0.00 | | 0.00 | | |
| --Annual Dinner | 5,499.92 | \$6,500 | 1,664.42 | | |
| --Art & Wine Festival | 26,958.40 | \$30,000 | 34,283.04 | 114% | 127% |
| --Chocolate Walk | 5,714.16 | \$5,000 | 3,931.12 | 79% | 69% |
| --Heritage Festival | 1,155.00 | \$0 | 0.00 | | |
| --International Festival | 880.00 | \$5,500 | 0.00 | | |
| --Octoberfest | 10,071.00 | \$17,000 | 0.00 | | |
| --Progressive Events | 12,532.21 | \$16,000 | 3,531.30 | | |
| --Other Events misc | 60.66 | | 44.59 | | |
| Total Fundraisers | \$62,871 | \$80,000 | 43,454.47 | 54% | 69% |
| Other | 0.00 | \$0 | 0.00 | | |
| In Kind Donations | 20,001.00 | \$20,000 | 5,922.00 | | |
| Marketing & Advertising Campaign | 17,997.57 | \$15,000 | 425.88 | | |
| Total Eligible Towards City Income | \$134,338 | \$158,000 | 65,363.76 | 41% | 49% |
| Adopt A Spot Contract with City | 10,000.00 | \$10,000 | 250.00 | | |
| AdoptASpot Sponsorships | 8,741.00 | \$9,000 | 7,750.00 | | |
| City of Kent- Contract | 52,726.73 | \$75,000 | 375.00 | | |
| Parking Passes & Misc. Income | 1,156.55 | | 143.08 | | |
| Total Income | \$206,962 | \$252,000 | 73,881.84 | | |