



## Committee of the Whole

### 1. Boards and Commission Interviews

The City Clerk has scheduled time for Council to hold interviews for prospective candidates interested in filling vacancies on City Boards and Commissions.



## Streets, Sidewalks & Utilities Committee

### 1. Staff Report on Sidewalk Maintenance Regulations and Services

Melanie and Hope have requested Committee time to respond to Council's referral for information regarding the City's ability to encourage property owners to tend overgrown bushes, gravel, dirt, etc. that can accumulate on City sidewalks. (attachment)

#### *Administration Recommendation*

Receive the staff report.

#### *Council Action*

**Receive the staff report, no action is needed.**



## Community Development Committee

### 1. Proposed Kent-Franklin JEDD Contract Amendment

Tom has requested Committee time for Council's consideration of a Kent-Franklin JEDD Board recommendation to amend the language in the JEDD Contract to clarify the terms and conditions for the charging of the utility billing surcharge within the JEDD. (attachment)

#### *Administration Recommendation*

The staff identified an inconsistency between the City Ordinance and the Kent-Franklin JEDD Contract related to the application of the utility billing surcharge and I recommend Council's support for the proposed text amendment to fix that inconsistency.

#### *Council Action*

**Authorize the proposed text amendment to the Kent-Franklin JEDD Contract as presented.**



## Finance Committee

### 1. Resolution Requesting the Transfer of Taxes from Portage County

Dave Coffee has requested Committee time for Council's consideration of a resolution requesting the County Auditor to transfer the tax proceeds for 2019 to the City in 2020. (attachment)

#### *Administration Recommendation*

Council must adopt an ordinance authorizing the transfer to be made from the County and I recommend Council's support for the proposed resolution.

#### *Council Action*

**Adopt the resolution authorizing the transfer of County tax proceeds as presented.**

## Finance Committee (continued)

### 2. Proposed PARTA-City Health Department Lease Agreement

The staff have requested Committee time to present a proposed new lease agreement that would allow the City Health Department to relocate into vacant office space on the 2<sup>nd</sup> floor of the PARTA Central Gateway in downtown Kent. The Health Department lease with KSU will expire next summer and PARTA has offered competitive pricing terms for quality office space and a long term lease.

#### *Administration Recommendation*

The Health Board and Department staff have identified the space in PARTA as their preferred place to relocate and given the favorable terms of the lease, I recommend Council's support.

#### *Council Action*

**Receive the staff report and authorize the lease agreement for the Health Department in the PARTA Central Gateway as presented.**

### 3. 2019 Budget Appropriations Amendment

Dave Coffee has been working with the department heads to reconcile the approved 2019 budget line items and he has prepared the necessary appropriations amendments to reflect the changes needed to balance those line items. (attachments)

#### *Administration Recommendation*

I recommend Council's authorization of the appropriations amendments.

#### *Council Actions*

**Approve the 2019 budget appropriations amendments as presented.**

### 4. Presentation of the Proposed 2020 City Operating Budget

Dave Coffee has requested Committee time to present the proposed 2020 City Operating budget. (attachment)

#### *Administration Recommendation*

I recommend Council receive and authorize the proposed 2020 City Operating budget.

#### *Council Action*

**Authorize the proposed 2020 proposed City Operating budget as presented.**

### 5. 2020 Position Allocation Ordinance

Dave Coffee and Suzanne have updated the position allocation ordinance for 2020 based on the positions proposed in the 2020 Operating Budget. (attachments)

#### *Administration Recommendation*

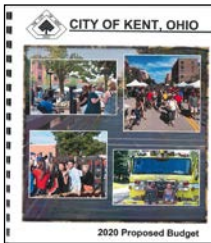
I recommend Council's authorization of the 2020 position allocation ordinance based on the proposed 2020 Operating Budget.

#### *Council Actions*

**Approve the 2020 position allocation ordinance.**

## Executive Session

Staff has requested an executive session for consideration of the proposed position, pay plan, and compensation and benefits updates for the City's General Compensation Plan for 2020.



## Information Items

### 1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of October 2019. Overall the City income tax collections are up 3.08% (\$368,594) from October 2018. Kent State University's collections thru the end of October are up 0.02% (\$723). (attachment)