

Pending List Update

February 2021

ADMINISTRATION

1) Study of pedestrians and vehicles, with consideration of four way stop signs or a method for making pedestrians cross safer in the downtown area. (4/15, 2/16)

Jim Bowling and his staff had previously evaluated the options to improve pedestrian safety in downtown and they installed mid-street pedestrian crossing signs on Water Street. In September 2018 the future of N. Water Street was the focus of a "Better Block" event that showcased the ideas and aspirations of the residents for safety improvements as well economic and cultural revitalization. Jim and his staff secured \$1.1 million in State safety enhancement project funding for N. Water Street and that project is currently underway and is scheduled to be completed in 2021.

Recommendation: In 2019 Council indicated that staff had met the objectives of this referral but they wanted to keep it on the list so I recommend continuing this item on the list.

2) Sustainability Commission to come up with 10 action items to fend off global warming (7/14, 2/16)

The Sustainability Commission included an article in the Summer 2019 edition of the Tree City Bulletin that included 10 action items for people to take to reduce the rate of global warming. The Sustainability Commission has also been working on the development of a Climate Action Plan which when complete will include recommendations for actions that the City can take to reduce their carbon footprint and reduce global warming. The development of the Climate Action Plan is a multi-year effort which when complete will produce action items for Council to consider.

Recommendation: Retain on list until the Climate Action Plan is complete.

3) City Checkbook Online (3/15, 2/16)

With the change in the State Auditor the emphasis on this initiative has changed but the staff have continued to track the experiences of participating local governments. User feedback from the "free" software that allows cities to upload budget and spending information has not been very favorable. Software compatibility issues and the lack of explanations in the presentation of the data has in some communities led to more resident confusion and questions than clarity. Rhonda implemented the checkbook in her last City and she said that after a fair amount of data preparation work it had almost no visits from residents so she didn't feel it was worth the effort when

changes, meetings with local representatives and local committees, KSU unity efforts, and the purchase of the City Police body cameras.

Recommendation: Retain on the pending list.

Community Development Committee

1) Senior Housing Discussion (6/17)

Council has had a couple of presentations and discussions in Committee of the Whole regarding the availability of services/facilities/housing/etc., for seniors in Kent. In a work-session Council also brought in speakers that provide senior services in areas around Kent to share the types of services/facilities that they provide. City staff have met with developers of senior housing projects to promote Kent as a new project opportunity. Staff has worked with existing residents of senior housing units in Kent to help resolve tenant-management disputes. Staff are currently working with KSU to prepare bid documents for interest in an "inter-generational village" on the KSU grounds at the former Allerton apartment complex.

Recommendation: I believe that staff have met the objectives of this referral but since work is ongoing I recommend retaining this item on the pending list.

Land Use Committee

1) Simple Recycling (6/17)

Council's legislation (draft #2017-84) failed on 2nd reading and Council acted to postpone this item indefinitely and place it on the pending list. In January 2020 staff participated in a regional meeting where the topic of the performance of Simple Recycling services in area cities came up. Participating cities spoke highly of the service and indicated that it has not reduced donations to area nonprofits.

Recommendation: It seems that the interest in this recycling opportunity has passed but staff is comfortable retaining or removing this item from the pending list, whichever Council prefers.

Streets, Sidewalks, & Utilities Committee

- 1) Consideration of 3rd Category for Sidewalk and Curb Replacement (4/18)
- 2) Review the Cost to Fix the Known Sidewalk Problems and Come up with a Plan for a more Comprehensive Plan (11/15)
- 3) Sidewalk Upkeep Discussion (9/18)

Staff provided Council with 3 Committee sessions covering the topics of the sidewalk referral items in January, February and December 2019. The outcome



KENT CITY HEALTH DEPARTMENT

2020 COVID -19 EPIDEMIOLOGIC REPORT

DESCRIPTIVE EPIDEMIOLOGIC REPORT OF COVID-19 CASES FOR THE KENT
CITY HEALTH DEPARTMENT FROM MARCH TO DECEMBER, 2020

COVID -19 EPIDEMIOLOGIC REPORT FROM MARCH TO DECEMBER 2020

This report presents an analysis of the data for our COVID-19 positive cases as reported to the Ohio Department of Health through the Ohio Disease Reporting System (ODRS) for the jurisdiction of the Kent City Health Department for the period between March and December 2020.

The Kent City Health Department is a public health institution concerned primarily with improving the health of the people of Kent City in Portage County, Ohio. It provides numerous public health-oriented services to the community. With the incidence of the coronavirus in the United States, the Kent City Health Department has been committed to notifying, educating, and preparing the residents of Kent City for the novel coronavirus. The department continues to work with Kent State University, the Portage County Health District, and the Ohio Department of Health (ODH) in its fights against the COVID-19 infection.

COVID -19 is a novel viral infection that infects the respiratory system of humans. It was initially discovered in late 2019 following investigations into an outbreak of a pneumonia-like illness of unknown origin in Wuhan, China. The virus though closely related, is distinct from both severe acute respiratory syndrome corona virus (SARS-CoV) and Middle East respiratory syndrome coronavirus (MERS-CoV). Investigations noted that there has been no existing human immunity to this novel virus. Due to it been highly contagious and its continued spread across the globe, the COVID-19 infection was declared a pandemic by the World Health Organization on March 11, 2020. The Kent City Health Department recorded the first case of corona virus within its jurisdiction on the 6th of March 2020. There has been an increasing number of cases since it recorded its first case and more so particularly in recent months.

The Kent City Health Department provides public health services to the city of Kent and has

epidemiologic description of the cases that have been recorded within the jurisdiction of KCHD from March 2020 to December 2020.

DESCRIPTIVE EPIDEMIOLOGY

As of December 31, 2020, a total of one thousand four hundred and ninety-four (1,494) cases of COVID -19 had been reported to the Ohio Disease Reporting System (ODRS) for the jurisdiction of the KCHD. This number represents the cases that has been reported to the ODRS through several testing sites within the county. One thousand four hundred and thirty-two (1432) of the cases (95.9%) were confirmed cases and sixty-two (62) cases (4.1%) were considered probable cases per the Centers for Disease Control (CDC) guidelines. The age range of the cases was between 1 to 97 years with a median age of 21 years. There were 35 hospitalizations representing 2.3% of cases and 7 deaths from COVID- 19 giving a case fatality rate of 0.47%.

CASE DEMOGRAPHICS

The Kent City Health Department serves a population of about 29,646 (US Census Bureau, 2019) and up to approximately 60,000 in a typical year when Kent State University is in session. The University temporarily closing in March and reopening in August with several restrictions impacting that number, which is estimated to be around 40,000. The population is made up of 51.7% females, 79.7% white, 8.6% black, 5% Asian and 3.2% of Hispanic or Latino ethnicity.

Of the total cases recorded, majority of the cases were females and white and of non-Hispanic or non-Latino origin. Figures 1 to 3 shows the distribution of cases by sex, race, and ethnicity.

From Fig. 1 it is noticed that more than half (56%) of the cases were female which aligns with the distribution of the Kent City demographics.

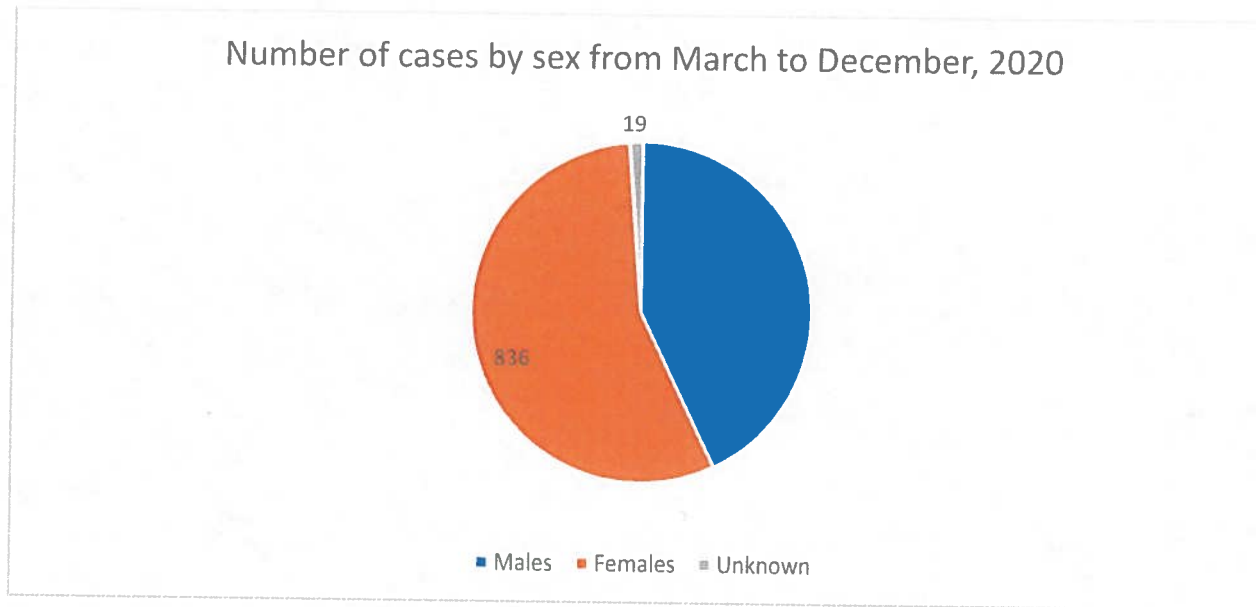


Fig. 1- Graph showing sex of cases by numbers.

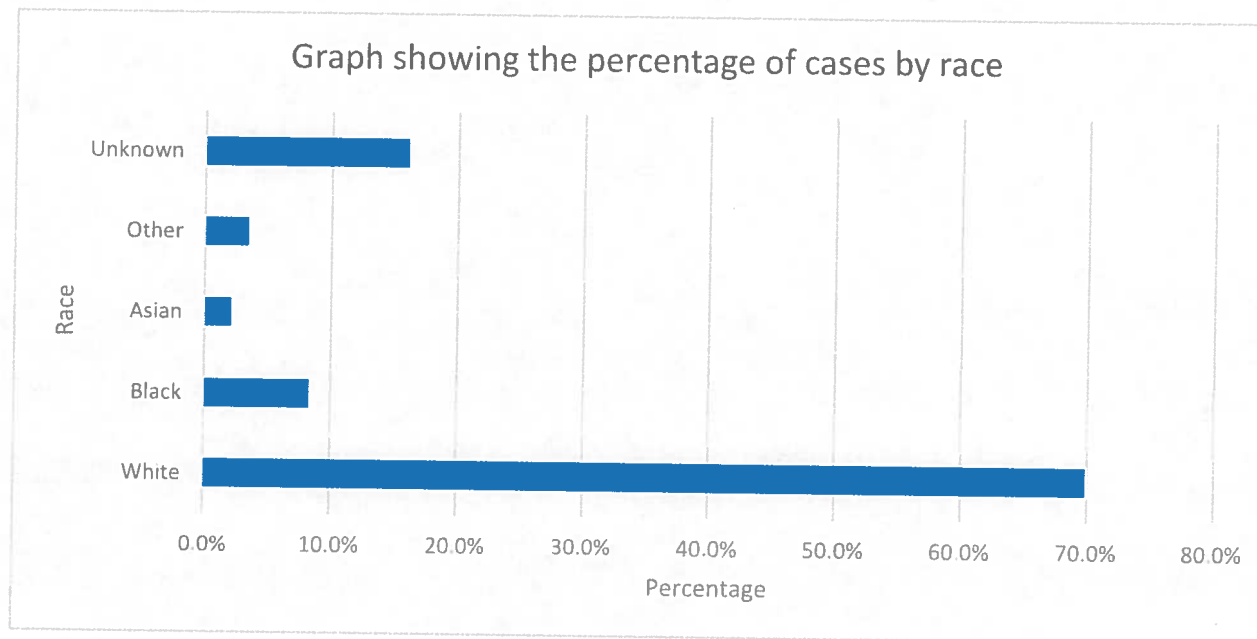


Fig. 2- Graph showing race of cases by percentages.

Figure 3 shows that majority of the cases 66.4% were of non-Hispanic or non-Latino ethnicity. A good percentage, 30.7% also had their ethnicity unknown.

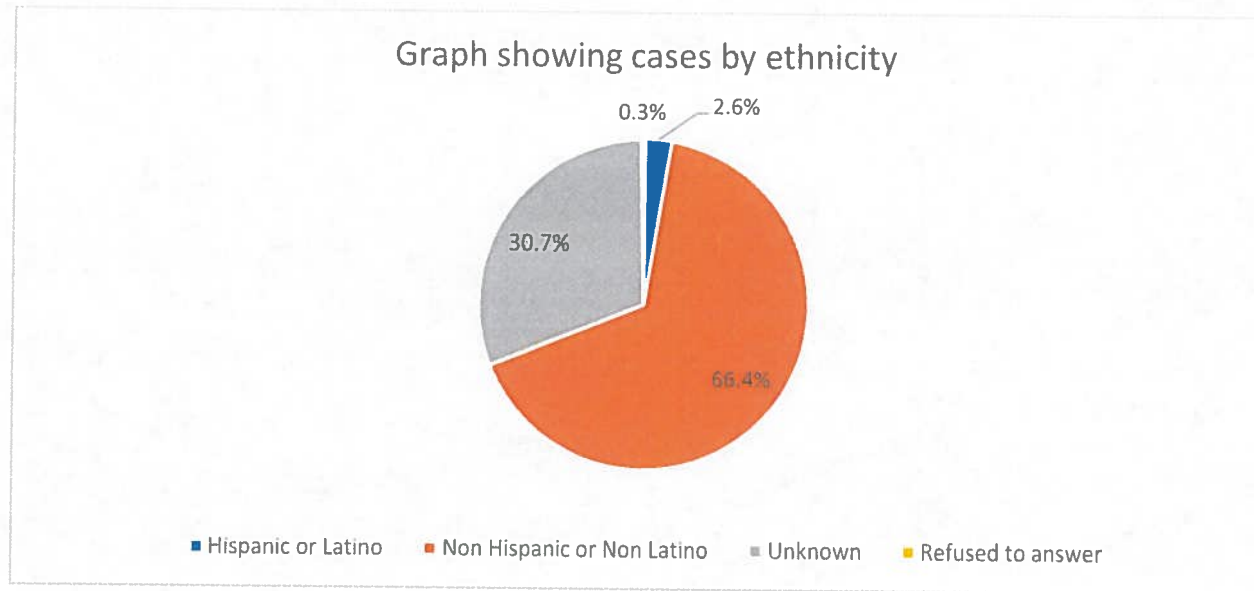


Fig. 3- Graph showing ethnicity of cases by percentage.

TABLE 1 SHOWING BREAKDOWN OF CASES BY MONTH

Month	Number of cases	Median age of cases (years)	Number of Hospitalizations (ICU/Intubation)	Number of deaths
March	4	44.5	2 (1)	0
April	8	41.5	2	0
May	5	40	0	0

October	342	20	5	1
November	447	22	14(1)	2
December	368	28	6	3

Even though we can see that the number of hospitalizations apparently increasing, the rate of hospitalization is rather decreasing. For the month of March, 2 of the 4 people who contracted the virus were hospitalized giving a rate of 50% with one of the 2 hospitalized persons being put in an Intensive Care Unit (ICU). The rate of hospitalization was 25% in April, 7.1% and 1.4% in June and July, respectively. It then increased slightly in September to 1.6% and 1.5% in October.

The month of November and December recorded hospitalization rates of 3.1% and 1.6% respectively. The decreasing hospitalization rates aligns with the median age changes of the cases by month.

Graph showing the relationship between number of cases and Median age of cases per month from March to December, 2020

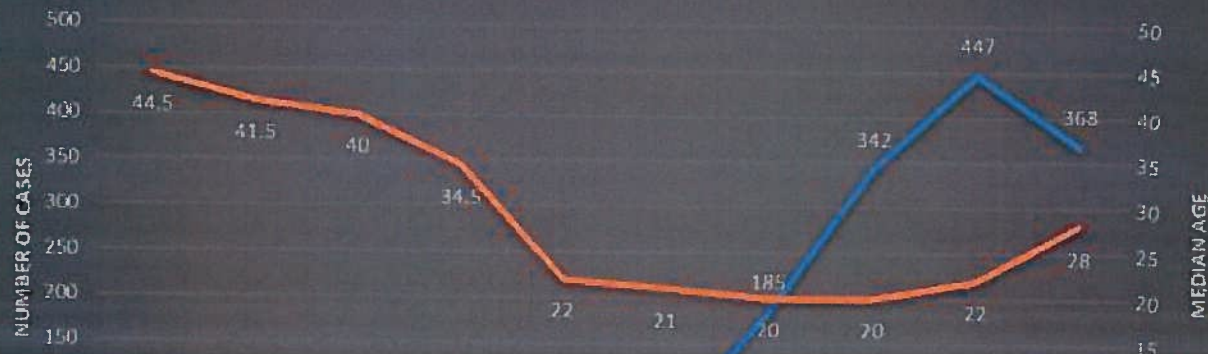
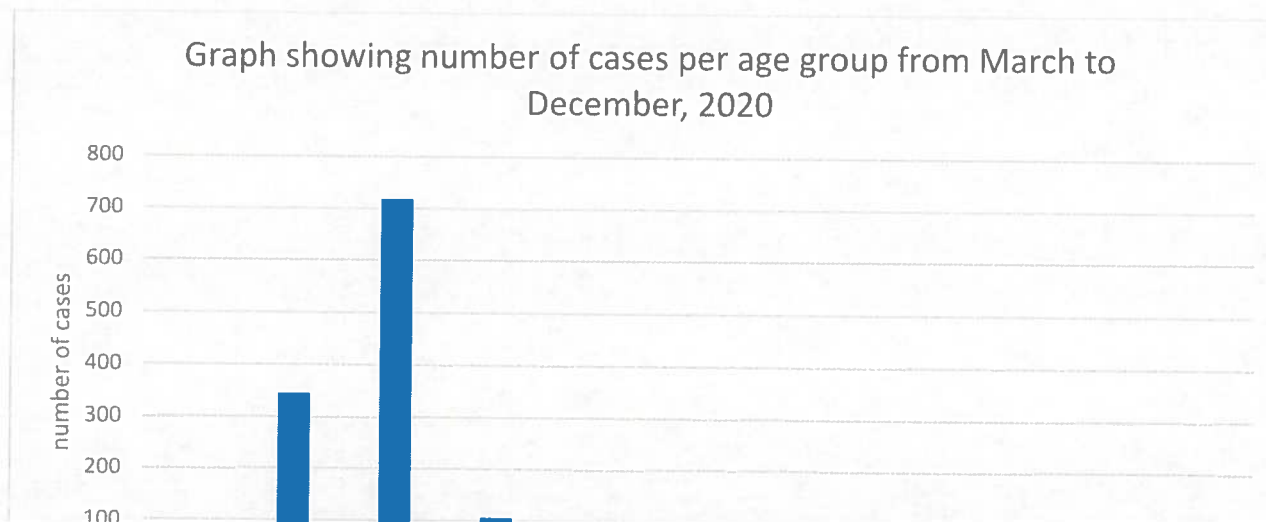


Fig. 4 – Graph showing the relationship between number of cases and Median age of cases per month from March to December 2020.

The graph shows generally an inverse relationship between the number of cases per month and the median age of the cases per month. As the number of cases per month increases, the median age of the cases decreases. This shows that majority of the cases are of a relatively younger age group. It is noted that there was a relatively steady number of cases between March and June with a cumulative 31 cases recorded between those months. There was a sharp rise in the incidence of the COVID- 19 cases in the month of July. This period generally corresponds to the time that most students at Kent State University, Kent campus reported to the city to formalize their accommodation arrangements going into the new academic semester. There was subsequently a sharp rise in the number of cases between August and November when students were on campus for the Fall 2020 academic semester. The decline in December is likely to be due to the fact that all classes on Kent campus were held remotely after the Thanksgiving break.



Almost half (48%) of the total cases were between the age group of 20 to 29 years which may accurately represent the age range of the students in college.

HOSPITALIZATIONS

There was a total of 35 hospitalizations with 5 Intensive care unit (ICU) admissions between March and December 2020 giving a hospitalization rate of 2.3%. Of the number of people hospitalized due to the COVID infection, 18 (51.4%) were females and 17(49.6%) males. The cases were 82.9% white and 17.1 % were black. The median age of the hospitalized was 68 years and 77.1% of them had documented preexisting condition. The commonest preexisting conditions were cardiovascular, chronic lung disease, chronic renal disease, diabetes and been a former smoker.

MORTALITY

The city recorded 7 deaths as a result of COVID-19 infections within the time range of this report. All death occurred in hospitalized patients. The case fatality rate for the COVID-19 infection between March and December was thus 0.47%. The age range for the cases was between 76 to 94 years with a median age of 88 years. Fifty-seven percent (57%) of the mortality cases were males and 43% were females. Eighty-six (86%) were also of white race and 14% of black race. All were of non-Hispanic or non-Latino ethnicity. Six of the cases also had 2 or more documented preexisting medical conditions commonly cardiovascular disease.

TABLE 2- SHOWING THE COMPARISON BETWEEN KENT CITY, PORTAGE COUNTY AND OHIO BY

KEY INDICATORS	KENT CITY (AS AT 12/31/20)	PORTAGE COUNTY (AS AT 1/10/21)	OHIO (AS AT 1/10/21)
Population	40,000	162,466	11,689,100
Number of Cases	1,494	8,251	777,065
Cases per 100,000 population	3,735	5,078.6	6,647.8
Median age of cases (years)	21	-	43
Number of Hospitalizations	35	429	41,158
Hospitalizations per 100,000 population	87.5	264.1	352.1
Median age of hospitalizations	68	-	67
Number of Deaths	7	103	9,627
Deaths per 100,000 population	17.5	63.4	82.4
Median age of deaths (years)	88	-	81
KEY INDICATORS OF COVID- 19			

Table 2 compares key COVID-19 indicators between Kent City, Portage county and Ohio. The

SUMMARY

The coronavirus infection continues to be on the rise across the United States. Health facilities are at their maximum thresholds and many lives are being lost daily to the pandemic. The situation of Kent City though slightly better compared to the county and the state, it is not exempted from the growing trends of COVID cases. It is thus imperative that efforts are intensified to help reduce the spread of the virus in this new year.

RECOMMENDATIONS

The following recommendations are proposed to help in our efforts in combating the virus:

1. Continued collaboration with our partners like the Kent State University and all other partners in providing health education on the COVID -19 guidelines and demystifying the notion that the young is not at risk of infection as the elderly.
2. Organization of more mass testing interventions within the community and putting in measures to ensure that results from the testing are made readily available to help ensure effective contact tracing.
3. Continuous and sustained education to the public on the benefits of vaccinations to conscientize them and for greater uptake among the population when the vaccines become generally available.
4. Collaboration with local businesses to ensure adequate education and provision of advising on how to effectively follow the COVID- 19 safety protocols.

For more information on COVID-19, please visit kentohio.org/coronavirus for Kent-specific information, or go to coronavirus.ohio.gov for Ohio-specific information.

REFERENCES

Coronavirus Disease 2019 (COVID-19). (n.d.). Retrieved January 10, 2021, from <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Ohio Department of Health COVID -19 Data. Retrieved January 10, 2021, from <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/dashboards/key-metrics/>

U.S. Census Bureau QuickFacts: Kent city, Ohio; Ohio; Portage County, Ohio; United States.

(n.d.). Retrieved January 11, 2021, from

<https://www.census.gov/quickfacts/fact/table/kentcityohio,OH,portagecountyohio,US/PST045>

[219](#)

MEMORANDUM
DIVISION OF ENGINEERING
City of Kent Department of Public Service

DATE: January 12, 2021
TO: Dave Ruller, City Manager
FROM: Rhonda Boyd, Senior Engineer *R. Boyd*
SUBJECT: Water Service Request
1811 SR 59

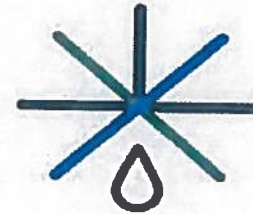
The Engineering Division has received a request for water service for 1811 SR 59 in Franklin Township. The proposed use is a car wash facility, Express Wash Concepts. The site is located between Raising Cane's and the proposed Arby's site, in front of Campus Point Apartments.

The property owner did not sign the JEDD agreement, therefore the site is subject to the City water rate plus a 50% surcharge.

Should you require any additional information, please contact the Division of Engineering.

C: Melanie Baker, Director of Public Service
Jim Bowling, P.E., City Engineer
Hope Jones, Law Director
File

EXPRESS WASH CONCEPTS



December 16, 2020

City of Kent
930 Overholt Road
Kent, OH 44240

ATTN: Rhonda Boyd, P.E., P.S.
City of Kent, Senior Engineer

RE: CLEan Express Car Wash Water Service Request

To whom it may concern,

We are hereby requesting the City of Kent to provide water service to the property at 1811 East Main Street located in Franklin Township, OH for a proposed car wash.

Should you have any questions, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink that reads "Jeff Gilger". The signature is stylized and fluid.

Jeff Gilger
VP Development

CITY OF KENT, OHIO
Application for Water, Sewer, and Recycling Services

**** FOR OFFICE USE ONLY ****

Service Address 1811 S.P. 59 Customer/Location # 1

**** Application ****

Billing Address 13375 National Road SW, Suite D Etna OH 43068
street city state zip code

Previous Address n/a
street city state zip code

Account Name EWC LLC Spouse Name n/a

Social Security #/Fed ID 82-5188901 Spouse SS# n/a

Telephone # _____

Property Owner (if other than Applicant) Kent Real Estate Holdings, LLC

Applicants Employer n/a Spouse Employer n/a

Student yes no If yes, list permanent address below:

Previous Address n/a
street city state zip code

<u>Name</u>	<u>Other Tenants (if not owner-occupied)</u>	
	<u>Social Security #</u>	<u>Employer</u>
_____	_____	_____
_____	_____	_____

**** CONSTRUCTION WATER ONLY ****

Billing Address _____ street _____ city _____ state _____ zip code

Account Name _____ Contact Person _____

SS#/Fed ID _____ Telephone # _____

The undersigned hereby requests the City of Kent to supply water service to the service address listed on this form under the appropriate ordinances with all amendments and subject to the rules and regulations currently in effect with all later amendments thereto and on file in the Kent City Department of Budget and Finance office. The undersigned also agrees to pay all bills rendered by the City at the Department of Budget and Finance or other locations designated to accept such payments within the time specified.

PERMIT NO. _____

APPLICATION DATE: _____

GENERAL PERMIT FOR SITE WORK AND RIGHT-OF-WAY WORK

CITY OF KENT

COMMUNITY DEVELOPMENT DEPARTMENT
930 OVERHOLT ROAD, KENT, OHIO 44240
Telephone: 330-678-8108 Fax: 330-678-8030

1811 BR 59

DESCRIPTION OF WORK TO BE PERFORMED

EXCAVATION AND INSPECTION FOR:

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> SANITARY SEWER | <input type="checkbox"/> CABLE |
| <input type="checkbox"/> STORM SEWER | <input type="checkbox"/> CULVERT |
| <input checked="" type="checkbox"/> WATER | <input type="checkbox"/> CURB CUT |
| <input type="checkbox"/> NATURAL GAS | <input type="checkbox"/> DRIVE APRON |
| <input type="checkbox"/> ELECTRICITY | <input type="checkbox"/> SIDEWALK |
| <input type="checkbox"/> TELEPHONE | <input type="checkbox"/> OTHER |

DESCRIPTION OF WORK (LOCATION, LIMITS, ETC.)

JOB ADDRESS: Installation of 2" domestic water line from existing 2" stubbed water line extending from existing hot box for new car wash facility. Work also includes capping stubbed 8" fire line as new building does not require fire suppression

TRAFFIC DETOUR REQUIRED: YES NO

PAVEMENT OPENING: n/a FEET LONG BY _____

OWNER NAME: Clean Express Auto Wash, LLC

CONTRACTOR: TBD

ADDRESS: 13375 National Road SW, Suite D

ADDRESS: _____

CITY: Reynoldsburg STATE: Ohio ZIP: 43068

CITY: _____ STATE: _____ ZIP: _____

PHONE: 641-751-9274 E-MAIL: jeff@expresswashconcepts.com

PHONE: _____ E-MAIL: _____

ESTIMATED COST OF SITE IMPROVEMENTS OR ALTERATIONS: \$5,000 (water improvement only)

PROJECT START DATE: Spring 2021

COMPLETION DATE: Fall 2021

APPLICANT IS REQUIRED TO REGISTER WITH THE CITY AND SUBMIT PROOF OF PUBLIC LIABILITY INSURANCE (CERTIFICATE OF INSURANCE) AND WORKER COMPENSATION.

ALL EXCAVATION WORK MUST BE INSPECTED. IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO OBTAIN REQUIRED INSPECTIONS. 24 HOUR NOTICE IS REQUIRED FOR INSPECTIONS. PLEASE CONTACT THE ENGINEERING DIVISION TO SCHEDULE INSPECTIONS AT 330-678-8106.

APPLICANT CERTIFICATION

I, the applicant, certify that all information included in this permit application is correct and accurate, and by signing the permit acknowledge that the contractor performing the work is knowledgeable of and has been informed concerning all requirements of this permit and hereby agree that all work will be constructed in compliance with the approved plans, specifications, construction standards, laws, ordinances, rules and regulations pertaining to this permit.

MEMORANDUM
DEPARTMENT OF COMMUNITY DEVELOPMENT
City of Kent

Date: January 12, 2021

To: Dave Ruller, City Manager

From: Jennifer Barone, Development Engineer *JKB*

Re: River Bend East Subdivision Phase 5

Copy: Bridget Susel, Director of Community Development
Amy Wilkens, Clerk of Council
Hope Jones, Law Director
Melanie Baker, Public Service
Jim Bowling, City Engineer
file

I hereby respectfully request City Council agenda time on February 3, 2021 for acceptance and dedication of **River Bend East Subdivision Phase 5** road (Cindy Circle) and infrastructure.

The punch list and a drawing showing the dedication area are attached. The bonds and title insurance have been forwarded to Hope Jones in the Law Department.

EXHIBIT A
RIVERBEND EAST S/D PHASES 4
08/12/20
PUNCH LIST

Pay Item No.	Description	Unit	Unit Price	Design Qty.	Design Amount
1	Concrete City Sidewalk, Per Plan	S.F.	\$4.00	239.48	\$957.92
2	Trees	EA	\$250.00	11.00	\$2,750.00

Original Project Construction Amount: \$3,707.92
Original Project Contingency Amount (10%): \$370.79
Original Project Budget Amount: \$4,078.71

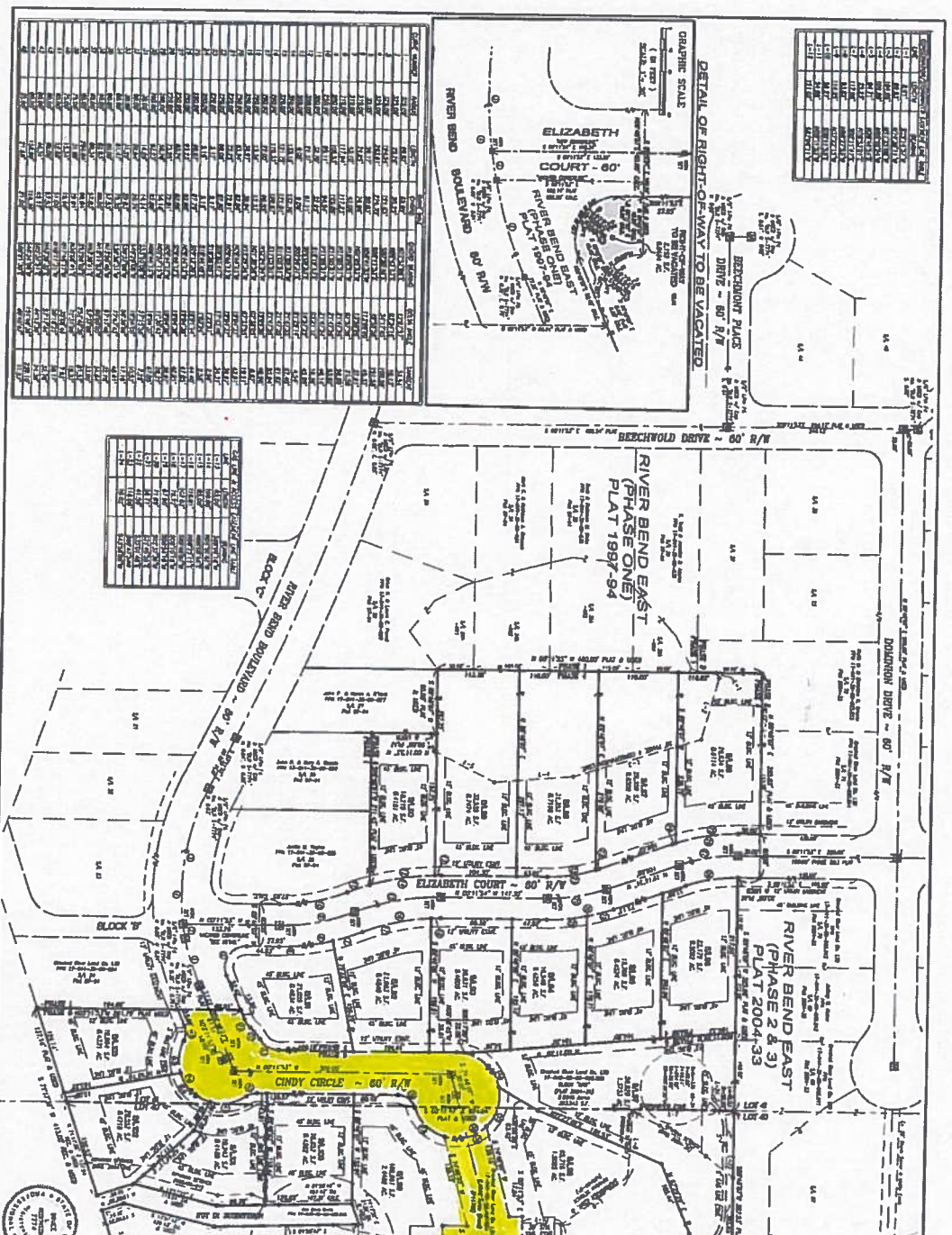
Maintenance Bond (10% of original cost budget amount) \$41,577.61

EXHIBIT A
RIVERBEND EAST S/D PHASES 5
08/12/20
PUNCH LIST

Pay Item No.	Description	Unit	Unit Price	Design Qty.	Design Amount
1	Concrete City Sidewalk, Per Plan	S.F.	\$4.00	367.11	\$1,468.44
2	Trees	EA	\$250.00	7.00	\$1,750.00

Original Project Construction Amount: \$3,218.44
Original Project Contingency Amount (10%): \$321.84
Original Project Budget Amount: \$3,540.28

Maintenance Bond (10% of original cost budget amount) \$36,357.88



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City of Kent, Ohio Economic Development Update

February 3, 2020

Economic Activity

- Completion of Last Year's Projects
- New Dining and Shopping Options
- Projects on the Horizon
- COVID-19 Pandemic
- Economic Measures



Completion of Last Year's Projects

The Battleground



Completion of Last Year's Projects

The River Merchant



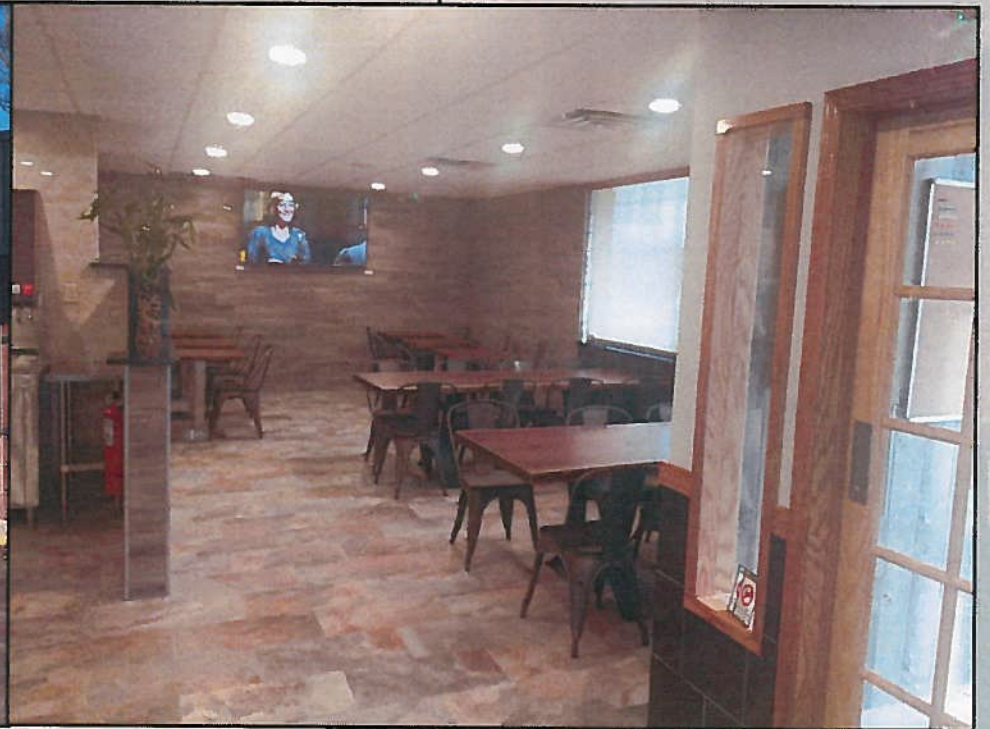
Completion of Last Year's Projects

The River Merchant



Completion of Last Year's Projects

Pho King



Completion of Last Year's Projects

Coyote's Mexican Grill & Rest.



Completion of Last Year's Projects

Children's Hospital



Completion of Last Year's Projects

Crystal Clinic Expansion



New Dining & Shopping Options

Pita Pit



New Dining & Shopping Options

North Water Brewing Company



New Dining & Shopping Options

Tropical Smoothie Cafe



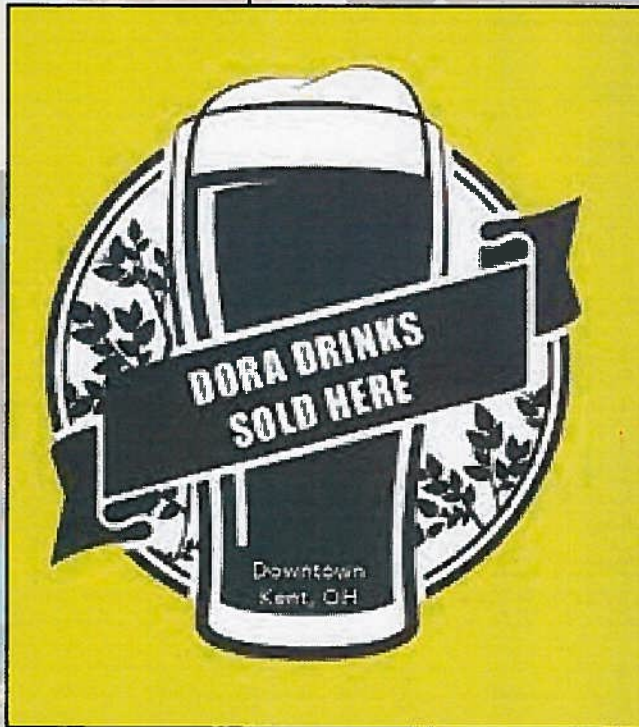
New Dining & Shopping Options

Twin Lakes Tavern



New Dining & Shopping Options

Downtown Kent DORA



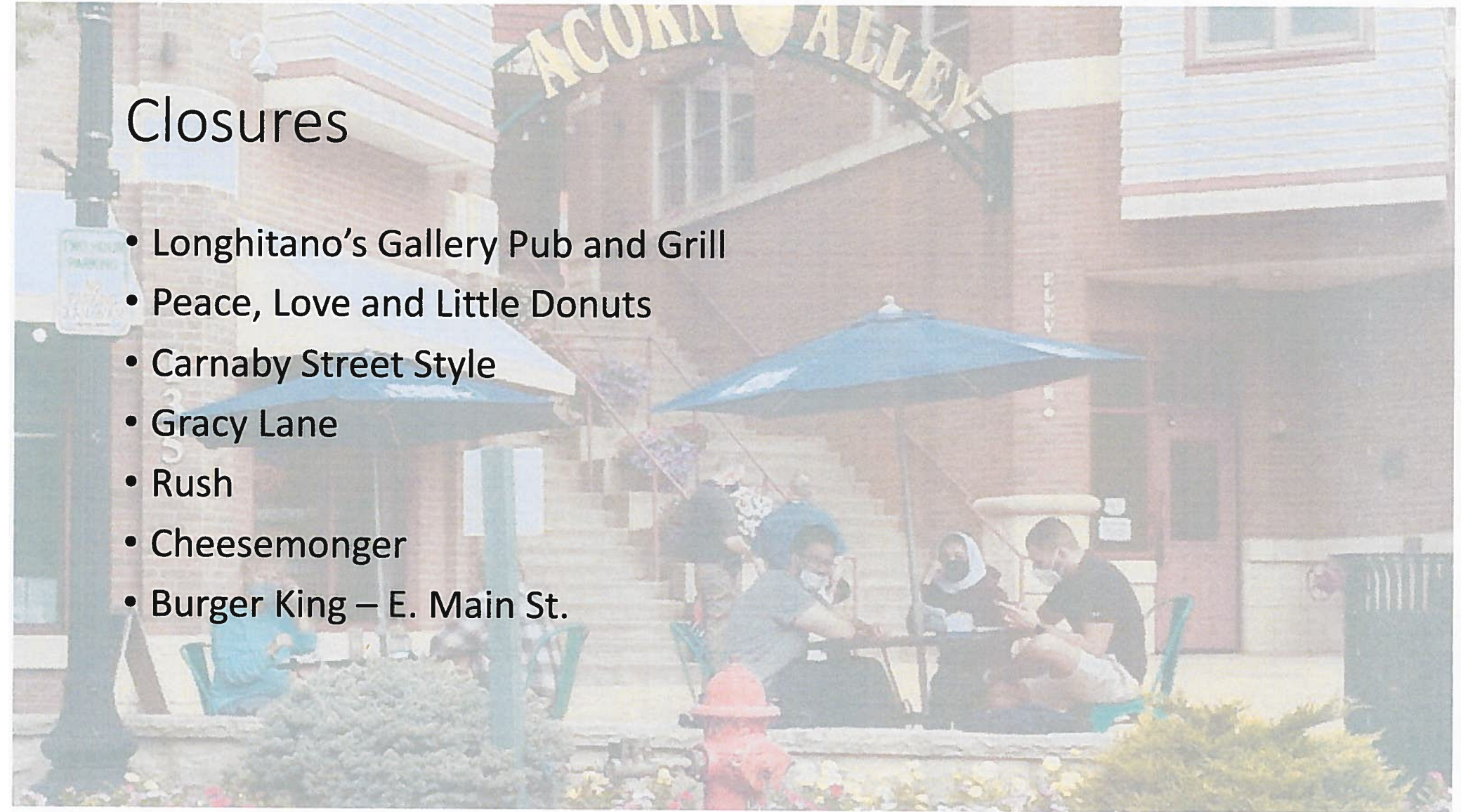
New Dining & Shopping Options

The Fruit Stand



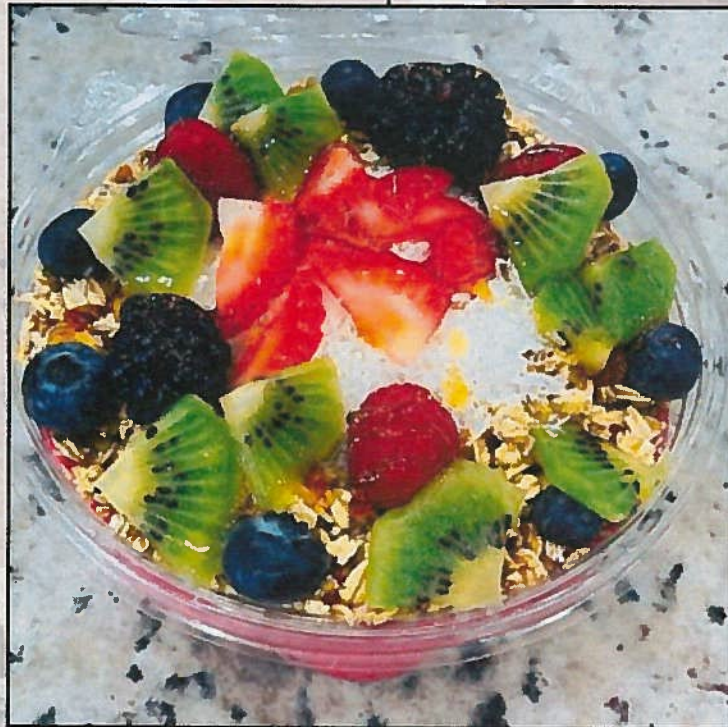
Closures

- Longhitano's Gallery Pub and Grill
- Peace, Love and Little Donuts
- Carnaby Street Style
- Gracy Lane
- Rush
- Cheesemonger
- Burger King – E. Main St.



Coming Soon

Kwench Juice Cafe



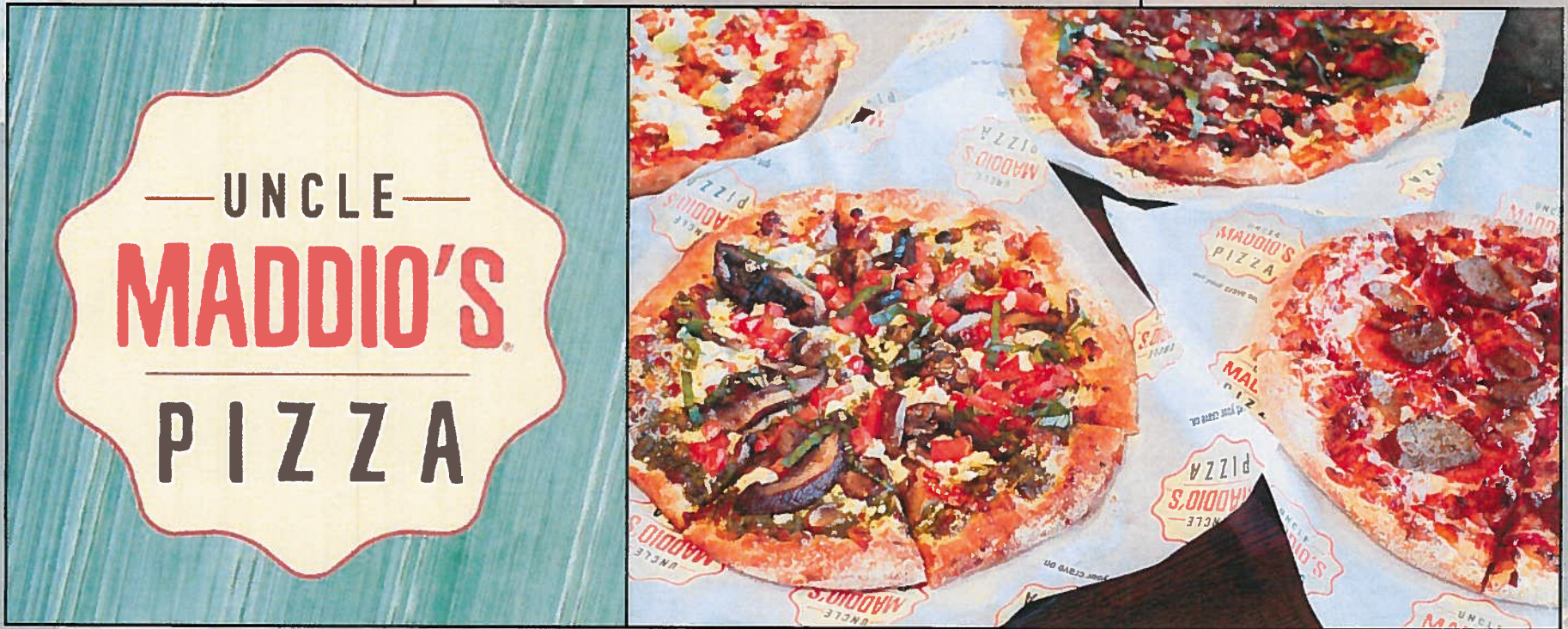
Coming Soon

Barrio Expansion



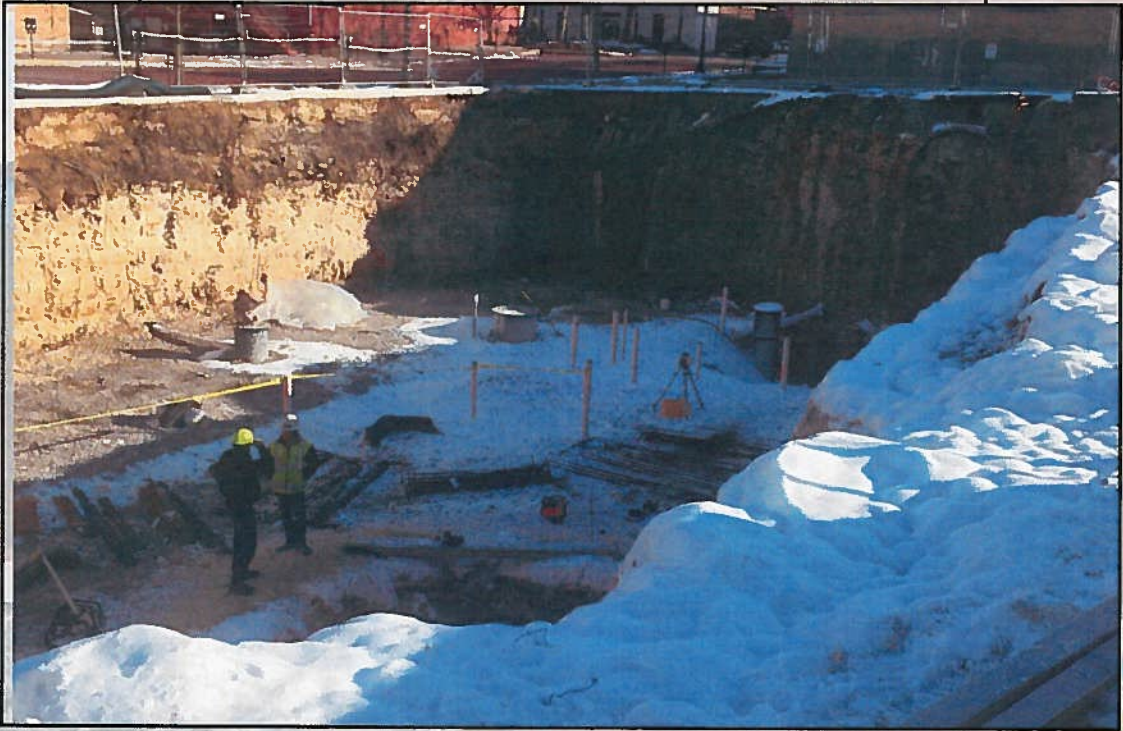
Coming Soon

Uncle Maddio's Pizza



Coming Soon

Hasawi Building



Coming Soon

Hasawi Building



Coming Soon

Kent West Apartments



Coming Soon

257 N. Water St. – Finley Brothers



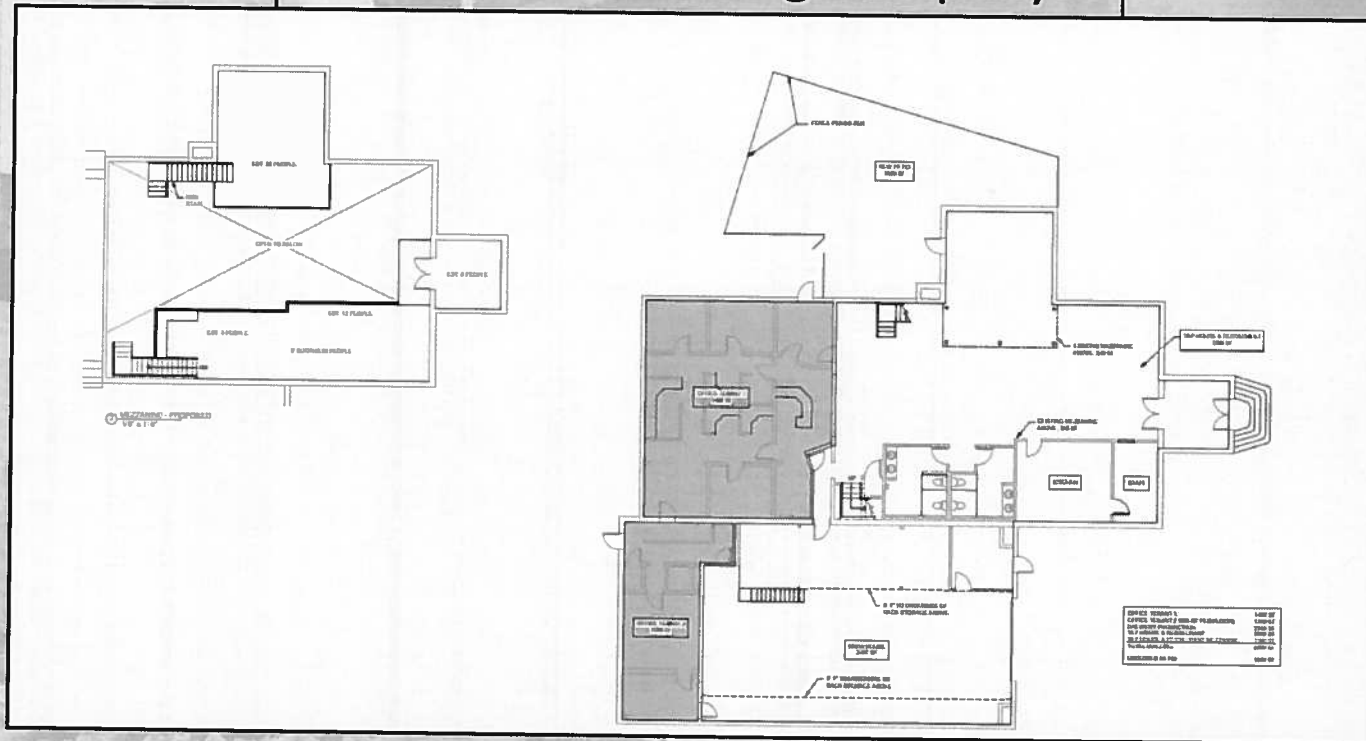
Coming Soon

Dunkin' Donuts



Coming Soon

Bell Tower Brewing Company



Coming Soon

Montrose Mazda Expansion



Coming Soon

Montrose Mazda Expansion



Coming Soon

Davey Tree Expansion



Coming Soon

Clean Express Auto Wash



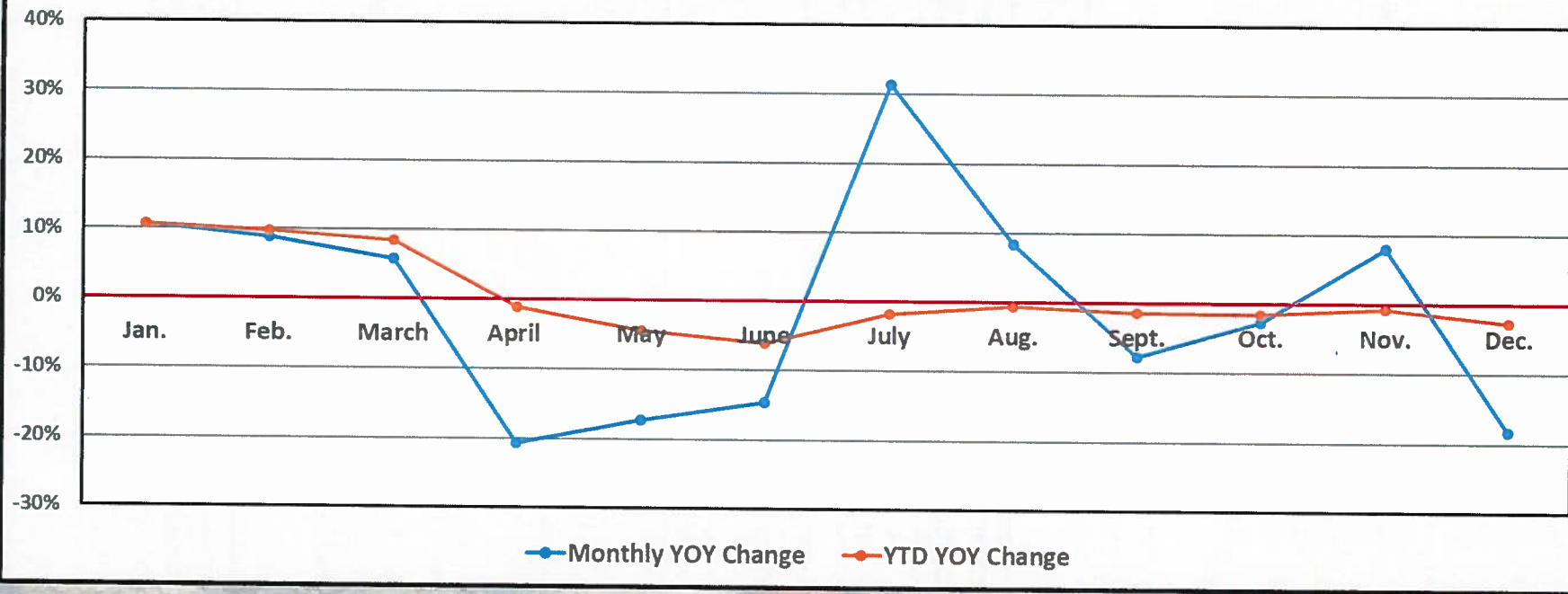
COVID-19 Pandemic

The background image shows a brick building with a sign that reads "ACORN ALLEY" in an archway. In the foreground, several people are sitting at an outdoor table under a blue umbrella. A red fire hydrant is visible in the lower center. The scene is set in a well-maintained area with some landscaping.

- 2nd Quarter Impact
 - 12% Unemployment
 - 17% Decrease in YOY Income Tax Collections
- Indefinite Closure of Kent Stage
- Extraordinary Impact on Hospitality Businesses
 - Bars
 - Restaurants
 - Hotels
- Cancellation of all Special Events

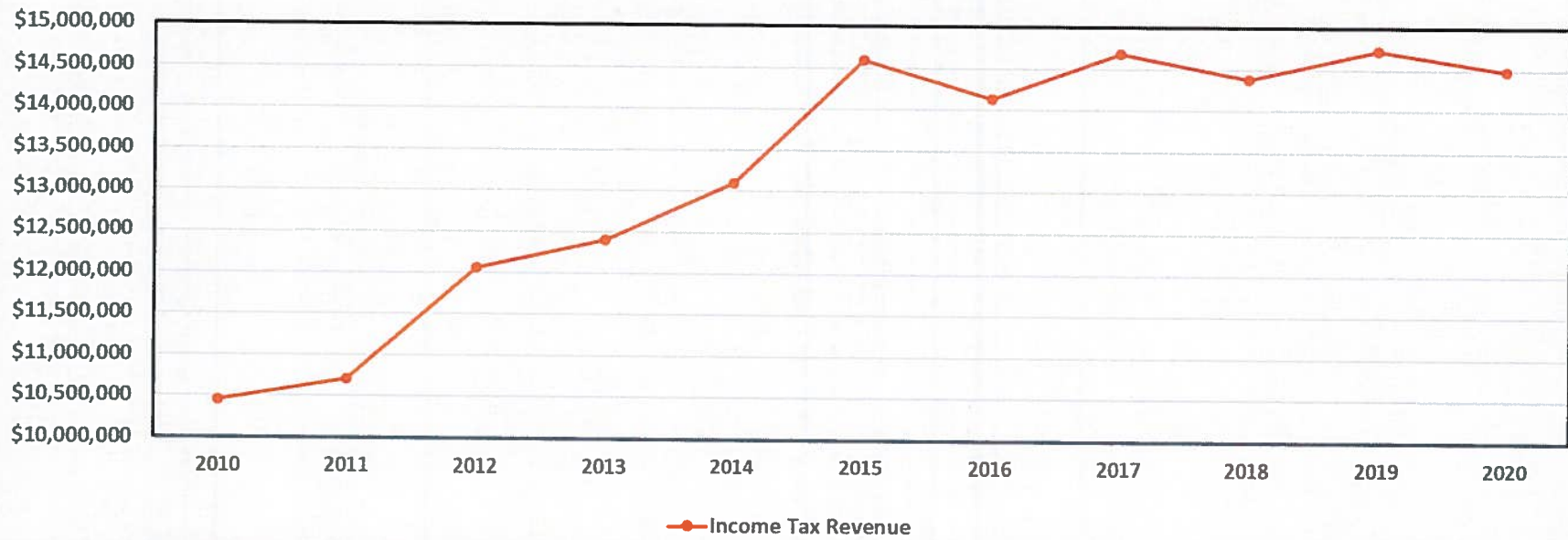
Economic Measures

2020 Income Tax Revenue YOY Change



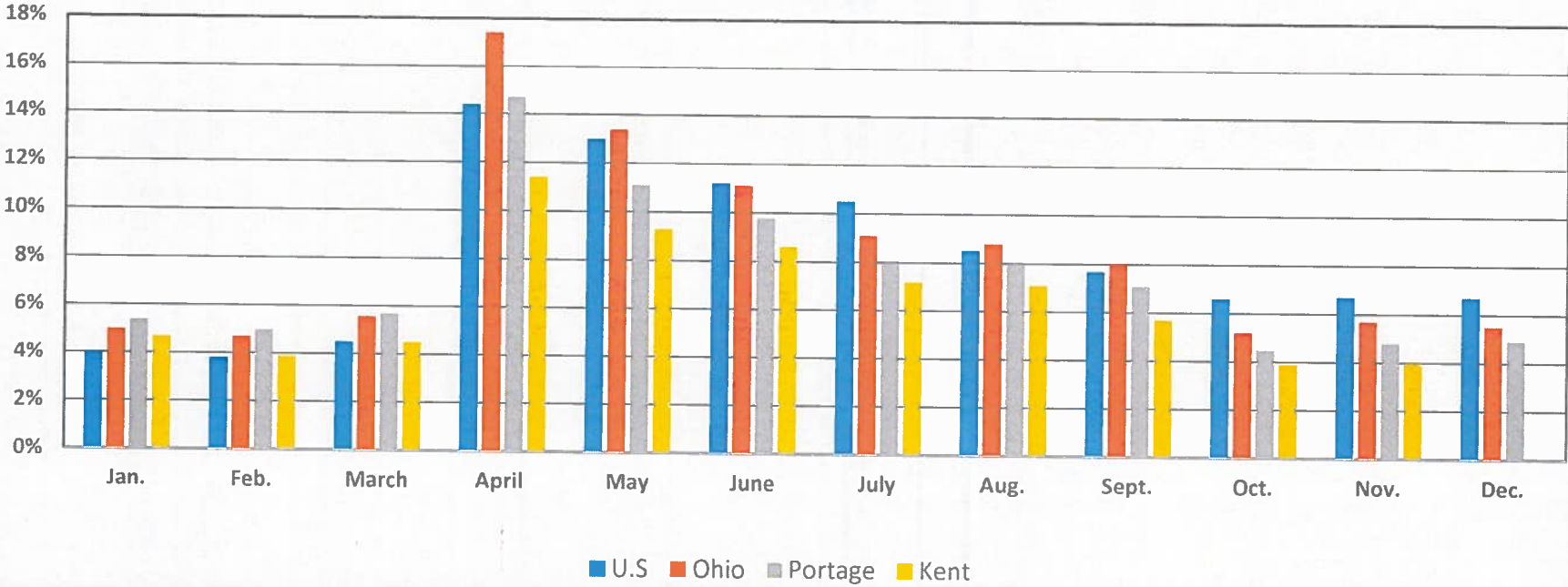
Economic Measures

Income Tax Revenue by Year

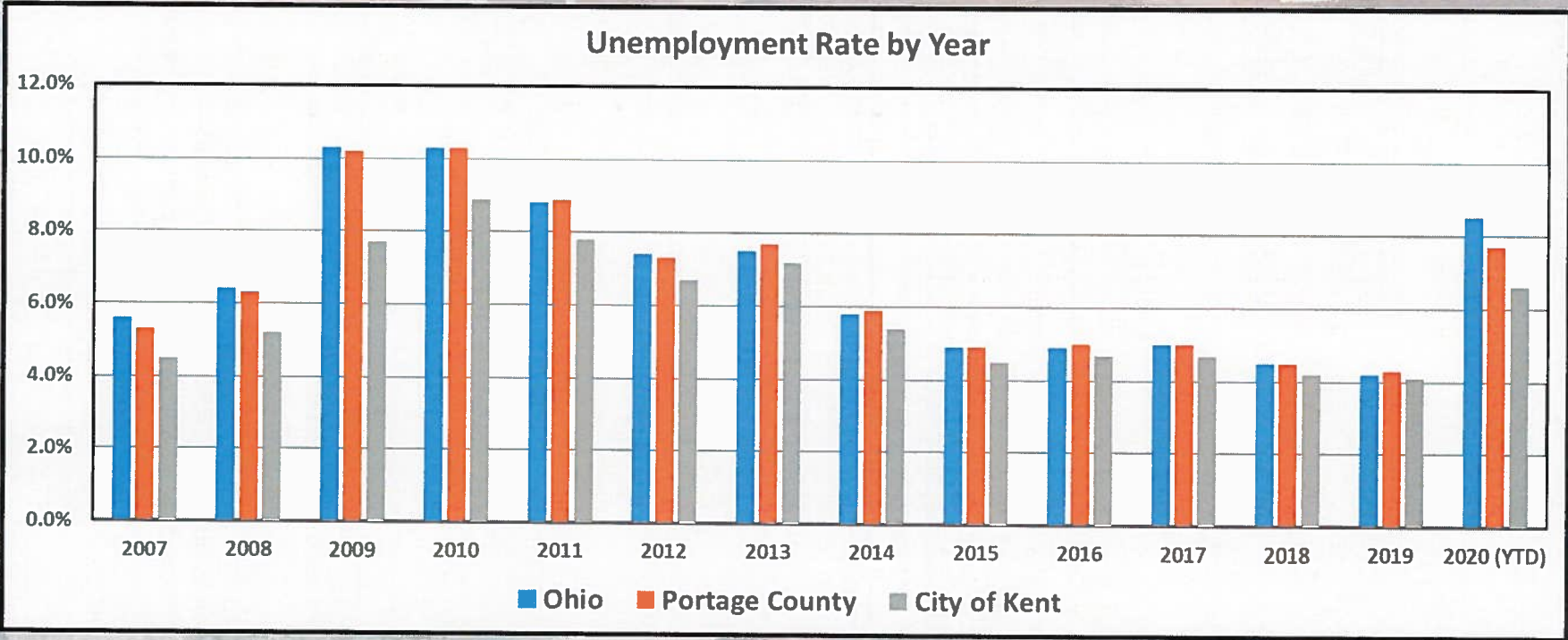


Economic Measures

2020 Unemployment Rate by Month

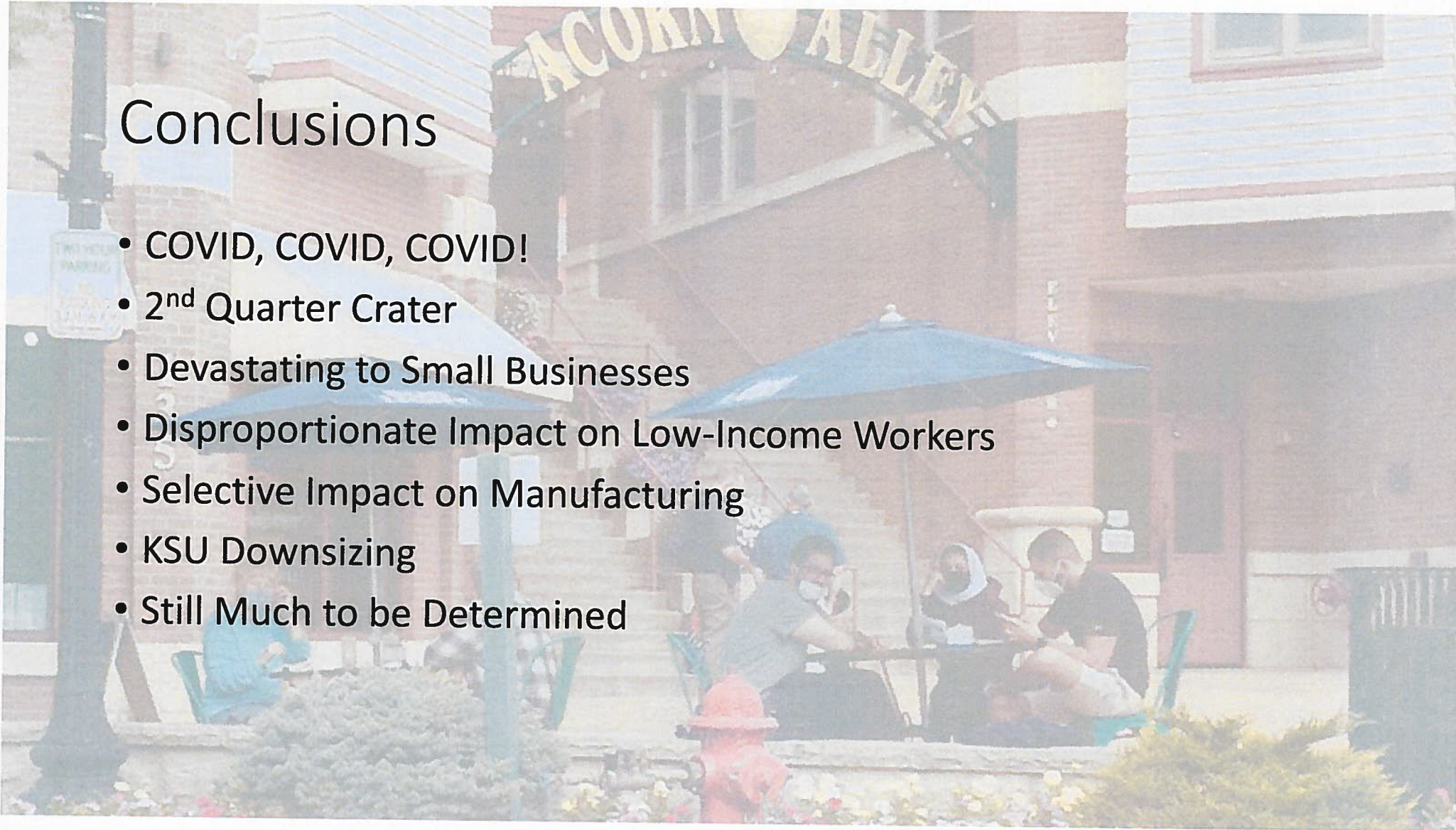


Economic Measures



Conclusions

- COVID, COVID, COVID!
- 2nd Quarter Crater
- Devastating to Small Businesses
- Disproportionate Impact on Low-Income Workers
- Selective Impact on Manufacturing
- KSU Downsizing
- Still Much to be Determined





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: January 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	\$ 60,000	Economic Development / Other (O&M) – Addt'l funding for the EDA II Revolving Loan Fund Account per B. Susel 1/25/2021 memo.
Increase	30,000	Health Dept / Personnel & Benefits – Re-appropriate CT20 Subgrant for the Health Dept personnel costs per J. Seidel 1/19/2021 memo.
Increase	10,000	Health Dept / Other (O&M) – Re-appropriate CT20 Subgrant for the Health Dept operating costs per J. Seidel 1/19/2021 memo.
Increase	1,500,000	New City Hall Facility / Capital – Addt'l funding for the New City Hall using the sale proceeds.

Fund 101 – West Side Fire

Increase	\$ 35,000	West Side Fire (Station 2) / Personnel & Benefits – Appropriation of amount withheld from Orig. 2021 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1 st Amendment with County before appropriating remainder of KCC Approved Budget per B. Huff 1/22/2021 memo.
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Fund 102 – SCM&R

Increase	\$ 124,050	SCM&R / Other (O&M) – Correct original appropriations for allocation of operations and maintenance costs per M. Baker 1/20/2021 memo.
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Fund 120 – Revolving Housing

Increase \$ 17,000 Health / Personnel & Benefits – Appropriation of amount withheld from Orig. 2021 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1st Amendment with County before appropriating remainder of KCC Approved Budget per B. Huff 1/22/2021 memo.

Fund 124 – Income Tax Safety

Increase \$ 355,000 Public Safety/Police Services / Personnel & Benefits – Appropriation of amount withheld from Orig. 2021 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1st Amendment with County before appropriating remainder of KCC Approved Budget per B. Huff 1/22/2021 memo.

Fund 126 – CDBG

Increase \$ 32,000 Public Safety/Police Services / Personnel & Benefits – Appropriation of amount withheld from Orig. 2021 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1st Amendment with County before appropriating remainder of KCC Approved Budget per B. Huff 1/22/2021 memo.

Fund 201 – Water

Increase \$ 66,000 Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for Miller/Steele/Harvey Storm and Water Improvements.

Increase 3,000 Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for N. Water Street Improvements.

Increase 470,900 Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for Painting of KSU 400,000 Ground including lead abatement.

Increase 17,360 Capital / SVC – Capital Facilities – Re-appropriate 2020 funds for misc. equipment.

Increase 7,500 Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for the Utility Mapping Update Project.

Increase 2,755 Capital / SVC – Capital Facilities – Re-appropriate 2020 funds for Engineering Standard Construction Drawing update.

Continued

Fund 202 – Sewer

Increase	\$ 24,651	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for SW Sanitary Pump Station.
Increase	7,500	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for Utility Mapping Update Project.
Increase	1,400	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for Sanitary Sewer Televising Project.
Increase	2,755	Admin. Support / Engineering / Capital – Re-appropriate 2020 funds for Engineering Standard Construction Drawing update.
Increase	15,131	Service / WRF / Capital – Re-appropriate 2020 and prior year funds for Digester Heat Exchanger.
Increase	25,596	Service / WRF / Capital – Re-appropriate 2020 and prior year funds for Emergency Rehabilitation of #2 Primary Clarifier.
Increase	18,191	Service / WRF / Capital – Re-appropriate 2020 funds for Clarifiers Rehabilitation.
Increase	38,824	Service / WRF / Capital – Re-appropriate 2020 funds to Replace Two Return Pumps.
Increase	15,000	Service / WRF / Capital – Re-appropriate 2020 funds for Electrical Replacement.
Increase	45,000	Service / WRF / Capital – Re-appropriate 2020 funds for Install Post Aeration Back-up Aerator System.

(all of above Fund 202 Re-appropriations are per J. Bowling 1/22/2021 memo)

Increase	\$ 1,300,000	Sewer / SVC – Capital Facilities – Appropriation of amount withheld from Orig. 2021 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1 st Amendment with County before appropriating remainder of KCC Approved Budget per B. Huff 1/22/2021 memo.
Increase	2,000,000	Sewer / WRF – Capital Facilities – Appropriation of amount withheld from Orig. 2021 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1 st Amendment with County before appropriating remainder of KCC Approved Budget per B. Huff 1/22/2021 memo.
Decrease	(26,275)	Sewer / SVC – Other (O&M) – Correct original appropriations for allocation of

Continued

Fund 208 – Storm Water

Increase	\$ 67,000	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for Miller/Steele/Harvey Storm and Water Improvements.
Increase	7,500	Capital / SVC - Capital Facilities – Re-appropriate 2020 and prior year funds for Utility Mapping Update Project.
Increase	75,900	Capital / SVC - Capital Facilities – Re-appropriate 2020 and prior year funds for Storm Water Rate Analysis Project.
Increase	2,755	Admin. Support / Engineering / Capital – Re-appropriate 2020 funds for Engineering Standard Construction Drawing update.

(all of above Fund 208 Re-appropriations are per J. Bowling 1/22/2021 memo)

Decrease	\$ (19,375)	Solid Waste / SVC – Other (O&M) – Correct original appropriations for allocation of operations and maintenance costs per M. Baker 1/20/2021 memo.
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Fund 301 – Capital

Increase	\$ 50,000	Capital / SVC – Capital Facilities – Re-appropriate 2020 funds – Franklin/Erie Street Curb Extension per J. Bowling 1/22/2021 memo.
Increase	57,600	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds – Summit St. Traffic Signal Coordination Project per J. Bowling 1/22/2021 memo.
Increase	22,000	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for Miller/Steele/Harvey Storm and Water Improvements per J. Bowling 1/22/2021 memo.
Increase	357,296	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for E Main Street Area Improvement per J. Bowling 1/22/2021 memo.
Increase	1,550	Capital / SVC – Capital Facilities – Re-appropriate 2020 funds for North Mantua Street Access Study per J. Bowling 1/22/2021 memo.
Increase	900,000	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds – Annual Street & Sidewalk Program per J. Bowling 1/22/2021 memo.
Increase	25,000	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for Sidewalk Street Tree Damage Repairs per J. Bowling 1/22/2021 memo.

Continued

Increase	\$ 27,890	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for Pilot Sidewalk Programs Project per J. Bowling 1/22/2021 memo.
Increase	5,496,500	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for New Administration Building Project per J. Bowling 1/22/2021 memo.
Increase	523,825	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for West Side Fire Station Project per J. Tosko 1/19/2021 memo.
Increase	2,755	Administrative / Engineering / Capital – Re-appropriate 2020 funds for Engineering Standard Construction Drawing update. per J. Bowling 1/22/2021 memo.
Increase	125,000	Capital / SVC – Capital Facilities – Re-appropriate 2020 and prior year funds for IT System build out, host server for virtual server, Windows 10 Upgrade, backup firewall and Virtualization Software Relicensing per G. Bishop 1/25/2021 memo.

Fund 303 – New Police Facility

Increase	\$ 318,090	Capital / Safety / Capital Facilities – Re-appropriate 2020 and prior year funds for New Police Building Project per J. Bowling 1/22/2021 memo.
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KENT CITY HEALTH DEPARTMENT

201 East Erie St., Kent Central Gateway, KENT, OHIO 44240

(330) 678-8109 FAX (330) 678-2082

To: *Rhonda Hall, Finance Director*
From: *Joan C. Seidel, Health Department Director*
Date: *01/19/2021*
Re: *Appropriations Amendment Request*

- 1. CT20 Subgrant** - I am requesting a re-appropriation of funds in the amount of \$40,000 into the 2021 General Fund. This amount is equivalent to the balance of the 2020 Contact Tracers subgrant which was awarded from the State of Ohio to Portage County and then as a subgrant to the Kent City Health Department. This fund is designated to hire personnel and obtain equipment to complete case investigations for COVID 19 in Kent City Jurisdiction. \$40,000 still remains which may be spent on equipment and personnel through June and October respectively. I am respectfully requesting \$30,000 be placed into fees and professional services, line 7340 and \$10,000 be placed into operating materials line 7420.



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE

To: Rhonda Hall, CPA, Director of Budget and Finance
From: Brian Huff, CPA, Controller
Date: January 22, 2021
Re: Appropriation Amendment Needed

We are requesting an increase for appropriations that were budgeted in the annual budget but had to be withheld from the Original Appropriation Ordinance for compliance reasons due to appropriations being higher than estimated resources. Please increase the following appropriations:

- 1) Fund 101 \$35,000 (Personnel) to 101-01-510-108-7003
- 2) Fund 106 \$100,000 (Personnel) to 106-03-530-301-7001
- 3) Fund 120 \$17,000 (Personnel) to 120-02-520-203-7001
- 4) Fund 124 \$355,000 (Personnel) to 124-01-510-102-7002
- 5) Fund 126 \$32,000 (Capital) to 126-04-540-401-7680
- 6) Fund 202 \$2,000,000 (Capital-Service) to 202-05-550-503-7680
- 7) Fund 202 \$1,300,000 (Capital Facilities) to 202-05-550-505-7680

Thanks for your attention to this matter.



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: January 25, 2021
TO: Rhonda Hall, Budget & Finance Director
FROM: Bridget Susel, Community Development Director *B.S.*
RE: Appropriations Request: EDA II RLF

The City of Kent Community Development Department administers a Revolving Loan Fund (RLF) that provides low interest loans to businesses operating in the Kent community. Staff is currently working on two loan applications and expects both loans will be reviewed and approved by the Loan Review Board in the coming weeks. The funding for the loans will be provided through the City's EDA II RLF account, which is maintained at Hometown Bank.

Both loan requests will be for an estimated \$50,000 each so in anticipation of the loans being formalized, I am respectfully requesting the appropriation of an additional \$60,000 in RLF funds to the Economic Development "Program Income Expenditures" line to ensure adequate funding is accounted for in the City's budget for both loans.

Please let me know if you need any additional information in order to include this with your February appropriations request. Thank you in advance for your assistance.

Cc: Tom Wilke, Economic Development Director
Brian Huff, Controller



City of Kent Fire Department

John D. Tosko Fire Chief
320 S. Depeyster St.
Kent, Ohio 44240

To: Rhonda Hall, Brian Huff
CC: Melanie Baker
From: John Tosko
Date: January 19, 2021

I am requesting City Council's authorization to appropriate 2020 funding for the West Side Fire Station Renovation/Expansion into a 2021 project. I am requesting the following 2020 Capital Projects to be re-appropriated for 2021 into a single project:

2016 KFD005 \$50,000

2016 KFD006 \$150,000

2016KFD007 \$458,825-\$125,000 (2021 Budget) = \$333,825, less O/S encumbrances of \$10,000 = \$323,825

I am requesting this total amount of \$523,825 budgeted in the 2021 Capital Plan for this project titled "West Side Fire Station Renovation", and be re-appropriated.



CITY OF KENT, OHIO

Information Technologies Department Memorandum

To: Rhonda Hall, Finance Director
From: Gary Bishop, IT & Communications Manager
Date: 01/25/2021
Re: Appropriations Amendment Request

1. **2019KSS001 IT System Buildout** – I am requesting a re-appropriation of funds in the amount of \$20,000 into the 2021 CIP. This amount was budgeted in 2019 as project 2019KSS001. The project was not started in 2019 and re-appropriated to 2020. It was again delayed in 2020 due to COVID-19 and budgetary concerns.
2. **2019KSS003 Additional Host Server for Virtual Environment** – I am requesting a re-appropriation of funds in the amount of \$15,000 into the 2021 CIP. This amount was budgeted in 2019 as project 2019KSS003. The project was not started in 2019 and re-appropriated to 2020. It was again delayed in 2020 due to COVID-19 and budgetary concerns.
3. **2019KSS004 Windows 10 Upgrades** – I am requesting a re-appropriation of funds in the amount of \$80,000 into the 2021 CIP. This project was started in 2019 with additional funds appropriated in 2020. This amount was budgeted in 2019 as project 2019KSS004. Although some funds were utilized during 2020 (\$56,000), the project was put on hold due to COVID-19 and budgetary concerns.
4. **2019KSS005 Backup Firewall and Service** – I am requesting a re-appropriation of funds in the amount of \$5,000 into the 2021 CIP. This amount was budgeted in 2019 as project 2019KSS005. The project was not started in 2019 and re-appropriated to 2020. It was again delayed in 2020 due to COVID-19 and budgetary concerns.
5. **2020KSS002 Virtualization Software Relicensing** – I am requesting a



CITY OF KENT, OHIO

DEPARTMENT OF PUBLIC SERVICE

MEMO

TO: Rhonda Hall, Finance Director

FROM: Melanie A. Baker, Service Director

DATE: 1/25/2021

SUBJECT: Adjustment for Vehicle Maintenance O&M line items.

After further review of the Service Department's Vehicle Maintenance O&M line items, it became apparent that the current allocation of funds need to be reconsidered and amended.

Due to the variety of activities performed by this division it was determined that a greater analysis needed to be considered prior to the allocation of expenses on the O&M line items.

As per our conversations and emails please adjust Vehicle Maintenance O&M budget as follows:

- SCMR – should be increased by \$124,050
- Water – should be decreased by \$59,025
- Sewer – should be decreased by \$26,275.00
- Solid – should be decreased by \$10,275.00

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: January 22, 2021

RE: 2020 Capital Improvement Program – Re-appropriation for 2021 - **REVISED**

The following projects' appropriations need to be carried over to 2021. These projects are critical to the infrastructure of the City and still have a defined need to be completed. Due to the fiscal constraints and work restrictions required to combat the COVID-19 pandemic, there are more projects required to be re-appropriated than in a normal year. Please note that re-appropriations for the New Police Building, Water Reclamation Facility and the Water Treatment Plant are also included in this memo. The Central Maintenance Division did not have any appropriations needing to be carried over to 2021. If there are any questions on the following list of funds, which were appropriated and not encumbered at the end of 2020, please let me know.

Engineering Division Projects:

Summit Street Traffic Signal Coordination (1992CIP013)– This project was completed in 2018 with the punch list completed in 2019. We are completing the as-built plans and performing some small adjustments to complete the project. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2009	301 – Capital	\$57,600	\$28,800 KSU Reimbursed

East Main Street Area Improvements (2019CIP004) – This project is in the preliminary engineering phase, which includes completing environmental studies and significant public involvement. The project is anticipated to start construction in 2025. Therefore, the following

North Mantua Street Access Study (2020CIP009) – This is in the planning phase. This study requires traffic counts to be taken. Therefore, it was delayed in 2020 due to lower traffic due to the COVID-19 Pandemic. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2020	301 – Capital	\$1,550	

North Water Street Improvements (2018CIP009) – Construction on this project started in 2020, even though it was delayed a few months due to the COVID-19 Pandemic. Construction is anticipated to be completed in the summer of 2021. Therefore, we are requesting to appropriate the following unencumbered monies in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2018	301 – Capital	\$75,200	\$1,400 HSP Funded
2018	201 – Water	\$3,000	

Annual Street and Sidewalk Program – The Annual Street and Sidewalk project consists of several operations including sidewalk replacement, concrete repair, chip seal, crack seal and resurfacing. In 2020, the program was significantly impacted by COVID-19. Budget concerns and restrictions early in the advent of the virus caused significant pieces of the program to be delayed in 2020.

Therefore, we are requesting the following appropriated and not encumbered monies be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	301 – Capital	\$900,000	

Sidewalk Street Tree Damage Repairs – This project is completed in conjunction with the annual street and sidewalk program. Similar to the Annual Street and Sidewalk Project, this

Miller/Steele/Harvey Storm and Water Improvements (2011CIP007) – This project was bid in 2020 and has started construction. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2009	208 – Storm Water	\$67,000	\$66,000 OPWC Funded
2014	201 - Water	\$66,000	\$33,000 OPWC Funded
2014	301 - Capital	\$22,000	\$11,000 OPWC Funded

Engineering Standard Construction Drawing Update (2020CIP011)– This project was initiated in 2020. We are continuing to work on the standard construction drawings. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2020	201 – Water	\$2,755	
2020	202 – Sewer	\$2,755	
2020	208 – Storm	\$2,755	
2020	301 – Capital	\$2,755	

Utility Mapping Update (2018CIP014) – This project was initiated in 2019 using Service Department Funds and is ongoing. The project was put on hold in 2020 due to budget concerns associated with COVID-19. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2018	201 – Water	\$7,500	
	202 - Sewer	\$7,500	
	208 - Storm	\$7,500	

SW Sanitary Pump Station (2008CIP012) –The design and right-of-way acquisition for the replacement of the Yacavona and Middlebury Pump Stations is nearly completed and debt funding is aligned with the OEPA. The project is currently scheduled for construction in 2021. Therefore, the following appropriated and not encumbered monies will need to be re-

Sanitary Sewer Televising (2018CIP012) – This project is intended to become an annual program that will allow us to have an assessment of the structural integrity of our sanitary collection system. Therefore, the any unencumbered funds are requested to be appropriated the following year to meet the eventual goal of the annual project. The following appropriated and not encumbered monies are requested to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	202 – Sewer	\$1,400	

Storm Water Rate Analysis (2017CIP007) –This project was initiated in 2017 and the first phase was completed in 2018. The project was delayed due to other conflicting priorities and then in 2020 was delayed due to budget concerns with COVID-19. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2017	208 – Storm	\$75,900	

Majors/Stinaff/Cuyahoga Waterline Replacement (2015CIP004) – This project is currently in the design phase. In addition, we are pursuing outside funding sources to complete the project. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2015	301 – Capital	\$10,000	

Portage Bike & Hike Trail – Brady’s Leap Segment (2016PR004) –This project begins construction in early 2021. The project construction is anticipated to be completed in 2021. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
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New Police Building (2013KPD001) – This project which was constructed in 2018 includes the demolition of the existing building. The demolition of the existing facility, while delayed in 2020 due to COVID-19, was started in 2020 with the removal of the asbestos from the building. The remainder of the demolition will be completed with the contract to construct the new administration building, which is anticipated to begin in 2021. Therefore, the following appropriated and not encumbered monies will need to be re- appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2013	303 – New Police Building	\$318,090	

Pilot Sidewalk Programs (2019CIP003) – This project was initiated in 2019 to provide property owners with more timely options to repair the sidewalk in front of their properties. We have had several inquiries into the programs and a couple residents use the program. The programs have been received favorably. Therefore, we are requesting to re-appropriate the money to continue the program in 2021. Therefore, the following appropriated and not encumbered monies will need to be re- appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	301 – Capital	\$27,890	

Franklin/Erie Street Curb Extension (2020CIP008) – This project includes the construction of a curb extension at the northeast corner of the Erie/Franklin Streets’ intersection. The project is intended to be completed in conjunction with the private development on the southeast corner of the intersection. That project was delayed in 2020. Therefore, the following appropriated and not encumbered monies will need to be re- appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2020	301 – Capital	\$50,000	

New Admin. Building (2016ADM001) – This project planning and design was initiated in 2018 and is proceeding. The project’s planning process is completed and we have moved in to the contract documents development phase. Construction is scheduled to begin in 2021. Therefore,

Water Treatment Plant Projects:

Paint KSU 400,000 Ground including Lead Abatement (2017WTP004) – This project is in the design phase with construction anticipated to begin in 2021. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2017	201 – Water	\$470,900	\$235,450 OPWC Funded

Misc. Equipment (2020WTP001) – This is an annual program used to replace smaller equipment at the plants. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2020	201 – Water	\$17,360	

Water Reclamation Facility Projects:

Digester Heat Exchanger (2011WRF010) – This project includes the replacement of 2 existing heat digesters, which will require a new building to meet current fire protection standards. This project is in the end of the design phase. However, there is lack of available sewer funds to construct the project. Therefore the remaining unencumbered funds will need to re-appropriated in 2021 until funding can be obtained to construct the project.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2011	202 – Sewer	\$15,131	

Emergency Rehabilitation of #2 Primary Clarifier (2019WRF005) – This project is currently in construction with a scheduled completion date in Summer of 2021. Therefore the remaining unencumbered funds will need to re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
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Final Clarifiers Rehabilitation (2022WRF001) –This project is currently in the design phase with construction projected for late 2021 and 2022. Therefore the remaining unencumbered funds will need to re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2020	202 – Sewer	\$18,191	

Install Post Aeration Back-up Aerator System (2020WRF009) –This project is to purchase and install a mechanical aeration unit in the post aeration basin. The unit will be linked to a generator and operate during plant outages, allowing for continued aeration of the treated effluent and preventing violations of the NPDES Permit. The project was delayed in 2020 due to budgetary concerns related to COVID-19. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2020	202 – Sewer	\$45,000	

Replace Two Return Pumps (2020WRF012) –This project includes the purchase and installation of 2 return activated sludge pumps. The pumps were purchased in 2020 and the remaining appropriations will be used to install both pumps. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2020	202 – Sewer	\$38,824	\$38,824 NOPEC Funded

Electrical Replacement (2020WRF005) –This project was delayed in 2020 due to budget concerns stemming from the COVID-19 Pandemic. The project will purchase replacement electrical equipment that is either broken or a safety concern. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2021.

Original CIP Year	Fund	Re-Appropriation Request	Comment

In addition to the above re-appropriations, the following are anticipated **reimbursements from existing encumbrances** on current projects:

Project	Fund	Source	Reimbursements
Summit Street Traffic Signal Coordination	301 - Capital	Kent State University	\$167,404
North Water Street	301 - Capital	Federal	\$1,131,477
North Water Street	201 - Water	Federal	\$9,486
East Main Street Area Improvements	301 - Capital	Federal	\$461,614
Annual Street & Sidewalk Program	301 - Capital	State	\$12,000
Miller/Steele/Harvey Storm & Water Imp.	201 - Water	State	\$224,773
Miller/Steele/Harvey Storm & Water Imp.	208 - Storm	State	\$449,546
Miller/Steele/Harvey Storm & Water Imp.	301 - Capital	State	\$74,924
Paint KSU 400,000 Ground including Lead Abatement	201 - Water	State	\$14,550
WRF Replace Two Return Pumps	202 - Sewer	NOPEC	\$36,176
WRF Boiler Replacement	202 - Sewer	NOPEC	\$45,000

The total 2020 appropriations and reimbursements needing to be re-appropriated, by fund, based on the above are:

Fund	2020 Re-appropriations	Re-appropriations Reimbursable Amount	Existing Encumbrances Reimbursable Amount
201 - Water	\$567,515	\$268,450	\$248,809
202 - Sewer	\$194,028	\$38,824	\$81,176
208 - Storm	\$153,155	\$66,000	\$449,546
301 - Capital	\$7,485,791	\$380,631	\$1,847,419
303 - Police Building	\$318,090	\$0	\$0

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

MEMO

**TO: Dave Ruller
Amy Wilkens**

FROM: Jim Bowling

DATE: January 13, 2021

RE: Chimney Swift Tower Project – ODNR Grant Request

The Service Department is requesting City Council time to consider accepting a \$1,000 grant from the Ohio Department of Natural Resources (ODNR) for the construction of a Chimney Swift Tower, which would include interpretive signage. The Chimney Swift Tower project was initiated in the planning phase in 2019 as an enhancement to the landscaping along the hike & bike trail along Haymaker Parkway.

The Chimney Swift is considered threatened by the International Union for Conservation of Nature and has strong ties to the City of Kent. Large colonies of Chimney Swifts use to breed in Kent and then migrate to South America for the winter. The colonies were so large in Kent that they were studied by Kent State University (KSU) Biology professor, Ralph W. Dexter. Dexter retired in 1982 after teaching at KSU for 45 years, which earned him the honor of the longest tenure of any professor at Kent State. Professor Dexter gained notoriety for his research over many years on chimney swifts. This led to the current design of the University seal, which includes an image of the chimney swift.

Chimney Swift



The Chimney Swift uses traditional brick chimneys as nesting sites. With the deterioration of brick chimneys, capping of residential chimneys and modern chimneys being unsuitable for nest sites the available habitat for the Chimney Swifts are being eliminated. In Kent specifically, the demolition of the chimney stacks at Gougler Industries, RB&W and the upcoming demolition of the old police building are typical of the elimination of habitats for the Chimney Swift.

ODNR became aware of our research on the Chimney Swift Tower Project and contacted us

**SUBSIDY AGREEMENT
BETWEEN
CITY OF KENT
AND
STATE OF OHIO
DEPARTMENT OF NATURAL RESOURCES
DIVISION OF WILDLIFE**

This Agreement is between the OHIO DEPARTMENT OF NATURAL RESOURCES, acting through its DIVISION OF WILDLIFE, ("ODNR") with offices located at 2045 Morse Rd., Columbus, OH, 43229, and the CITY OF KENT, which is located at 930 Overholt Rd., Kent, OH, 44240 ("Recipient").

Recipient is an applicant who submitted a grant proposal (the "Grant Proposal") to ODNR for this grant program. Under R.C. § 1501.01, ODNR may provide grants to eligible applicants to educate Ohio's citizens about native wildlife and wildlife conservation. Recipient has met the application requirements and has been approved by ODNR as eligible to receive this grant.

The parties therefore agree as follows:

1. **Award.** ODNR hereby awards to the Recipient a Wildlife Diversity Fund award not to exceed \$1,000 for the performance and completion of the deliverables detailed in Exhibit 1 "Chimney Swift Tower Project, City of Kent," which is attached hereto, and incorporated by reference as if fully rewritten herein (the "Project").
2. **Performance of Project.** Recipient shall perform its duties and responsibilities under this Agreement in compliance with the terms, promises, conditions, plans, specifications, estimates, procedures, maps, and assurances set forth in the Grant Proposal, incorporated herein by reference as though fully set forth herein, as well as the terms set forth in this Agreement. Recipient shall: (1) perform and complete the Project as set forth herein; (2) promptly submit the ODNR such reports and documents as ODNR may request; (3) establish a separate special account for the funds for the acquisition and/or development of the Project; (4) not change any of the terms, promises, conditions, plans, specifications, estimates, procedures, maps, or assurances set forth in the Grant Proposal unless the proposed change is approved by ODNR. ODNR reserves the right to audit the special account created by Recipient, pursuant to this paragraph, either during or after the completion of the Project.
3. **Notice.** All notices, consents, and communications required hereunder (each, a "Notice") shall be in writing and shall be deemed to have been properly given when: 1) hand delivered with delivery acknowledged in writing; 2) sent by U.S. Certified mail, return receipt requested, postage prepaid; 3) sent

Recipient Contact: Rhonda Boyd Senior Engineer (330) 678-8106 boyd@kent-ohio.org	ODNR Contact: Kate Parsons Wildlife Diversity Program Administrator (614) 265-6329 Kate.Parsons@dnr.state.oh.us
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4. **Period of Performance.** Implementation of the Project shall not commence until this Agreement is effective. This Agreement shall be effective as of the date on which it is signed by an authorized representative of ODNR. ODNR shall not be responsible for any costs incurred by the Recipient prior to the date this Agreement becomes effective. This Agreement shall terminate on June 30, 2021 unless modified by the mutual, written consent of both parties before that date or otherwise terminated as provided herein.
5. **Termination by ODNR.** Any time after signing this Agreement, ODNR may terminate the Agreement, in whole or in part, for any reason whatsoever, upon written notification to the Recipient. If ODNR terminates this Agreement, the Recipient will be paid for any non-cancelable obligation properly incurred by the Recipient prior to termination. Recipient shall return any unused grant funds to ODNR within thirty (30) days of termination.
6. **Termination by Recipient.** Any time after signing this Agreement, Recipient may terminate this Agreement for any reason whatsoever upon written notification to ODNR. If Recipient terminates this Agreement, Recipient shall not incur any new obligations using grant funds and shall use its reasonable best efforts to cancel as many outstanding obligations of grant funds as possible. Recipient shall return all unused grant funds to ODNR within thirty (30) days of termination. Upon Recipient's termination, Recipient shall repay ODNR all funds transferred under this Agreement.
7. **Nondiscrimination in Employment.** Pursuant to R.C. § 125.111 and ODNR policy, Recipient agrees that Recipient, any subcontractor, and any person acting on behalf of Recipient, shall not discriminate, by reason of race, color, religion, sex, sexual orientation, age, disability, military status as defined in R.C. § 4112.01, national origin, or ancestry against any citizen of this state in the employment of any person qualified and available to perform the activities. Recipient further agrees that Recipient, any subcontractor, and any person acting on behalf of Recipient or a subcontractor shall not, in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of the activities on account of race, color, religion, sex, sexual orientation, age, disability, military status, national origin, or ancestry.

Recipient shall, in all solicitations or advertisements for employees placed by or on behalf of the Recipient, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, sexual orientation, handicap, or any disability. Recipient shall

8. **Workers' Compensation.** Recipient shall provide its own workers' compensation coverage throughout the duration of this Agreement and any extensions thereof. ODNR is hereby released from any and all liability for injury received by the Recipient, its employees, agents, or subcontractors, while performing tasks, duties, work, or responsibilities as set forth in this Agreement.
9. **Compliance with Laws.** Recipient, in the execution of its duties and obligations under this Agreement, agrees to comply with all applicable federal, state, and local laws, rules, regulations, and ordinances.
10. **Open Trade.** Pursuant to R.C. § 9.76(B), Recipient warrants that it is not boycotting any jurisdiction with whom the State of Ohio can enjoy open trade, including Israel, and will not do so during the contract period.
11. **Liability; Indemnification.** Recipient shall be solely responsible for any and all claims, demands, or causes of action arising from Recipient's obligations under this Agreement. Each party to this Agreement must seek its own legal representative and bear its own costs, attorney fees, and expenses, in any litigation that may arise from the performance of this Agreement. It is specifically understood and agreed that ODNR does not indemnify Recipient. Nothing in this Agreement shall be construed to be a waiver of the sovereign immunity of the State of Ohio or the immunity of any of its employees or agents for any purpose. In no event shall ODNR be liable for indirect, consequential, incidental, special, liquidated, or punitive damages, or lost profits.
12. **Drug-Free Workplace.** Recipient agrees to comply with all applicable state and federal laws regarding drug-free workplace.
13. **Use of MBE and EDGE Vendors.** Revised Code § 125.081 requires state agencies to set aside purchases for Minority Business Enterprises ("MBE") and Executive Order 2008-13S encourages use of Encouraging Diversity, Growth and Equity ("EDGE") businesses. ODNR encourages Recipient to purchase goods and services from Ohio-certified MBE and EDGE vendors.
14. **Events of Significant Impact.** Recipient shall immediately notify ODNR of developments that have a significant impact on the activities supported under this award. Also, notice must be given in case of problems, delays, or adverse conditions that materially impair the ability to meet the objectives of the award. This notification must include a statement of the action taken or contemplated, and any assistance needed to resolve the situation.
15. **Public Records.** Public access to award or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552) or Ohio public records laws.
16. **Debarment and Suspension.** Recipient certifies that it is not debarred from consideration for contract

ODNR hereunder immediately shall be repaid to ODNR, or an action for recovery immediately may be commenced by ODNR for recovery.

18. **Ohio Ethics Law.** The Recipient certifies that it: (i) has reviewed and understands the Ohio ethics and conflict of interest laws as found in Ohio Revised Code Chapter 102 and in Ohio Revised Code Sections 2921.42 and 2921.43, and (ii) will take no action inconsistent with those laws. The Recipient understands that failure to comply with Ohio's ethics and conflict of interest laws is grounds for termination of this Agreement and may result in the loss of other contacts or grants with the State of Ohio.
19. **Expenditure of Public Funds for Offshore Services.** The Recipient affirms to have read and understands Executive Order 2019-12D issued by Ohio Governor Mike DeWine. Recipient has signed and completed the Standard Affirmation and Disclosure Form and shall abide by those requirements in the performance of this Agreement and perform no services required under this Agreement outside of the United States. The Executive Order can be accessed at the following website: <https://governor.ohio.gov/wps/portal/gov/governor/media/executive-orders/2019-12d>.
20. **Campaign Contributions.** The Recipient affirms that, as applicable to it, no party listed in R.C. § 3517.13(I) or R.C. § 3517.13(J) or spouse of such party has made, as an individual, within the two previous calendar years, one or more contributions totaling in excess of \$1,000.00 to the Governor or the Governor's campaign committees.
21. **Non-Appropriation.** Performance by ODNR under this Agreement may be dependent upon the appropriation of funds by the Ohio General Assembly. Therefore, in accordance with R.C. § 126.07, it is agreed that ODNR's payments are contingent on the availability of such lawful appropriations by the Ohio General Assembly. If the Ohio General Assembly fails at any time to continue funding for the payments due hereunder, this Agreement is hereby terminated as of the date that the funding expires without further obligation of ODNR.
22. **Governing Law.** This Agreement and the rights of the parties hereunder shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio. Recipient consents to jurisdiction in a court of proper jurisdiction in Franklin County, Ohio.
23. **Waiver.** A waiver by any party of any breach or default by the other party under this Agreement shall not constitute a continuing waiver by such party of any subsequent act in breach of or in default hereunder.
24. **Assignment.** Neither this Agreement nor any rights, duties, or obligations hereunder may be assigned or transferred in whole or in part by Recipient.
25. **Qualifications.** Recipient represents that it has all approvals, licenses, or other qualifications needed to conduct its business in Ohio and that all are current.

- 28. Headings.** The headings in this Agreement have been inserted for convenient reference only and shall not be considered in any questions of interpretation or construction of this Agreement.
- 29. Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same instrument. Either party hereto may deliver a copy of its counterparty's signature page to this Agreement electronically pursuant to R.C. § 1306. Each party hereto shall be entitled to rely upon an electronic signature of any other party delivered in such a manner as if such signature were an original.
- 30. Entire Agreement.** This Agreement, including any attachments, contains the entire agreement between the parties hereto with respect to the subject matter hereof, and shall not be modified, amended, or supplemented, or any rights herein waived, unless specifically agreed upon in writing by the parties hereto. This Agreement supersedes any and all previous agreements, whether written or oral, between the parties.

[SIGNATURE PAGE FOLLOWS]

Each party is signing this Agreement on the date stated below that party's signature.

RECIPIENT

CITY OF KENT

By: _____

Printed Name: _____

Title: _____

Date: _____

OHIO DEPARTMENT OF NATURAL RESOURCES

DIVISION OF WILDLIFE

By: Kendra J. Wecker

Printed Name: Kendra Wecker _____

Title: Chief _____

Date: 11/23/20 _____

**STATE OF OHIO
DEPARTMENT OF NATURAL RESOURCES**

**STANDARD AFFIRMATION AND DISCLOSURE FORM
EXECUTIVE ORDER 2019-12D
Banning the Expenditure of Public Funds on Offshore Services**

CONTRACTOR/SUBCONTRACTOR AFFIRMATION AND DISCLOSURE:

By the signature affixed to this response, the CONTRACTOR/SUBCONTRACTOR affirms, understands, and will abide by the requirements of Executive Order 2019-12D. If awarded a contract, the CONTRACTOR/SUBCONTRACTOR becomes the Contractor and affirms that both the Contractor and any of its subcontractors shall perform no services requested under this Agreement outside of the United States.

The CONTRACTOR/SUBCONTRACTOR shall provide all the name(s) and location(s) where services under this Contract will be performed in the spaces provided below or by attachment. Failure to provide this information as part of the response will deem the CONTRACTOR/SUBCONTRACTOR not responsive and the Agreement will not be executed. If the CONTRACTOR/SUBCONTRACTOR will not be using subcontractors, indicate "Not Applicable" in the appropriate spaces. Attach a supplemental sheet, if necessary.

1. Principal location of business of Contractor:

(Address)

(City, State, Zip)

Name/Principal location of business of subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

2. Location where services will be performed by Contractor:

(Address)

(Address, City, State, Zip)

3. Location where State data will be stored, accessed, tested, maintained, or backed-up, by Contractor:

(Address)

(Address, City, State, Zip)

Name/Location(s) where State data will be stored, accessed, tested, maintained, or backed-up by subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

4. Location where services to be performed will be changed or shifted by Contractor:

(Address)

(Address, City, State, Zip)

Name/Location(s) where services will be changed or shifted to be performed by subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)



metis

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling *JS*

DATE: January 13, 2021

RE: Chimney Swift Tower Project – KEC Legacy Grant Program

The Service Department is requesting City Council time to consider applying for a \$1,000 grant from the Kent Environmental Council (KEC) for the construction of a Chimney Swift Tower, which would include interpretive signage. The Chimney Swift Tower project was initiated in the planning phase in 2019 as an enhancement to the landscaping along the hike & bike trail along Haymaker Parkway.

The Chimney Swift is considered threatened by the International Union for Conservation of Nature and has strong ties to the City of Kent. Large colonies of Chimney Swifts use to breed in Kent and then migrate to South America for the winter. The colonies were so large in Kent that they were studied by Kent State University (KSU) Biology professor, Ralph W. Dexter. Dexter retired in 1982 after teaching at KSU for 45 years, which earned him the honor of the longest tenure of any professor at Kent State. Professor Dexter gained notoriety for his research over many years on chimney swifts. This led to the current design of the University seal, which includes an image of the chimney swift.

Chimney Swift



The Chimney Swift uses traditional brick chimneys as nesting sites. With the deterioration of brick chimneys, capping of residential chimneys and modern chimneys being unsuitable for nest sites the available habitat for the Chimney Swifts are being eliminated. In Kent specifically, the demolition of the chimney stacks at Gougler Industries, RB&W and the upcoming demolition of the old police building are typical of the elimination of habitats for the Chimney Swift.

A copy of the Request for proposals from the KEC is attached

2021 LEGACY FOR THE ENVIRONMENT REQUEST FOR PROPOSALS

December 2020.

The Kent Environmental Council (KEC) (kentenvironment.org) has funding available for a limited number of grants. We seek proposals from persons or organizations with ideas for improving the environment in Portage County. Areas of consideration will include, but are not limited to, environmental education, storm water management, the mitigation of stream and river degradation, the protection of other surface and ground water resources, enhancement of alternative energy usage, and/or the creation of sustainable communities. We also welcome other areas of consideration that would improve the air, the water, the natural beauty, and the environmental awareness in our area. **This year, we will emphasize smaller community-based projects and give preference for marginalized communities.**

A. ELIGIBILITY REQUIREMENTS

KEC funding is available to organizations and individuals who have an idea for a project that meets these criteria:

- Project must be located in Portage County.
- Demonstrates environmental benefits.
- Supports the local community.
- Requests will be considered for amounts up to \$1,000.
- Project completion by December 31, 2021 Awardees must submit a written report of project completion by December 31, 2021.
- Purpose for which grant is being considered must be eligible for 501(c) (3) disbursement.

This grant will not pay for administrative overhead expenses.

B. APPLICATION GUIDELINES AND AWARD CRITERIA

Distribution of grants under KEC's Legacy Grant Program will be conducted through a competitive process. Proposals will be eligible for funding only if all the criteria detailed below are addressed. KEC's Grant Committee and its board of directors will review proposals and award grants based on the quality of the proposal.

1. **What's the big idea:** Tell us what you propose to do and how it benefits the environment and our communities. Include a baseline and measurements for success of

you, your organization or any of the people working on the project done anything similar to this before? What is your experience in projects such as this? (100 words maximum)

3. Tell us how funding from KEC will be publicly recognized. (100 words maximum)

C. NECESSARY ATTACHMENTS

- Cover Sheet
- Budget Sheets, including other funding if applicable.
- Outline of projects tasks.
- Project scope, site photos or other supporting documentation.

D. USE FOR PUBLIC OUTREACH AND EDUCATION

KEC must be permitted to incorporate selected projects into its overall communication plan. Recipients may be requested to give a short presentation in the following year (2022).

E. SUBMISSION FORMAT AND CONTENT

When responding to this Proposal, please submit the following items:

- KEC provided Cover Sheet listing the application date, organization's name, project name, contact person's name, mailing address, phone number, and email address.
- A proposal addressing each of the 3 questions listed in Section B. Limit proposal to 8 single spaced pages on 8.5 x 11 paper in 12 point font.
- The attachments listed in section C.

The preferred submission format is a one-file pdf including all of the above materials, submitted via e-mail to kentenvironment@gmail.com. Place "Legacy for the Environment Proposal" in the subject/header of the message. A KEC representative will confirm receipt of your proposal.

If an electronic submission is not possible, KEC can accept paper submissions, directed to Bob Wilson, KEC, P.O. Box 395, Kent, OH 44240.

This format should also be used for submission of Reports.

F. TIMELINE AND SUBMISSIONS

Applications must be received by KEC no later than 5 pm EST on January 29, 2021 for funding

KENT ENVIRONMENTAL COUNCIL GRANT PROGRAM APPLICATION COVER SHEET

Legacy for the Environment

Application Date: 12/12/2020

Name of Organization/Group: City of Kent Division of Engineering

Project Name: City of Kent Chimney Swift Tower

Amount Requested: \$1,000

Contact Person: Rhonda Boyd

Address: 930 Overholt Road, Kent, Ohio 44240

Telephone: 330-678-8106

Email: boyd@kent-ohio.org

Signature of person responsible for the grant: _____

Title of person responsible for the grant: Senior Engineer

Target Area(s) Selected:

Water

Energy

Sustainable and Active Community Development

Local Food

Environmental Education

Other (Please specify) Environmental benefit- wildlife habitat

Please address the following on a separate page or pages:

1. Brief description of the proposed project/program (500 words maximum). Refer to pages 1-2 of RFP, Section B.1 and B.2. for details.

2. Proposed budget. This may include cash on hand, other sources of support, donations of



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT Building Services Division

To: Dave Ruller
City Manager

From: Bridget Susel
Community Development Director *B.S.*

Date: January 15, 2021

RE: Monthly Permit and Zoning Complaint Report – November, 2020

Attached are the monthly reports per Council's request. If you have questions or require further information, please let us know.

Thank you.

Sue Lynch – Building Dept.

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type BBA-BOARD OF BUILDING APPEALS				
BBA RESIDENTIAL - RESIDENTIAL VARIANCE BOARD OF BUILDING APPEALS		1	0	50.00
Permit Type BBA-BOARD OF BUILDING APPEALS Totals				
		1	0	\$50.00
Permit Type CODE VIOLATION-CODE VIOLATION				
NUISANCE FINE - NUISANCE FINE		1	0	200.00
Permit Type CODE VIOLATION-CODE VIOLATION Totals				
		1	0	\$200.00
Permit Type DEMOLITION-DEMOLITION				
1% BBS - 1% BBS		1	0	.50
EXCAVATION - EXCAVATION		1	0	20.00
RES-DEMO/MOVE - Residential Demolition/Moving		1	0	50.00
Permit Type DEMOLITION-DEMOLITION Totals				
		3	0	\$70.50
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL				
3% BBS - 3% BBS		4	0	22.50
COM-ELEC ADD - Commercial Electric Addition		1	0	100.05
COM-ELEC REPAIR - Commercial Electric Repair/Remodel		1	0	50.00
CRES-ELECT RPAIR - Commercial Residential Electric Repair/Remodel		2	0	600.00
CRES-REINSPECTN - Commercial Residential Reinspection		1	0	300.00
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION		1	0	100.00
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		1	0	37.50
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals				
		11	0	\$1,210.05
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL				
1% BBS - 1% BBS		3	0	2.00
RES-ELEC REPAIR - Residential Electric Remodel/Repair		3	0	200.00
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals				
		6	0	\$202.00
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL				
EXCAVATION - EXCAVATION		2	0	40.00
SEWER COMM - SEWER COMMERCIAL		1	0	75.00
STORM COM PERMIT - STORM SEWER COMMERCIAL PERMIT		1	0	75.00
STORM CONNECTION - STORM SEWER CONNECTION		1	0	100.00
W-METER 1.5" - WATER METER 1 1/2"		1	0	636.00
W-TAP 1.5" +PRTS - WATER TAP 1 1/2" +MISC PARTS NO METER		1	0	890.00
W-TAP ONLY 4" - WATER TAP 4"		1	0	330.00
WATER FEE - WATER FEE		2	0	50.00
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals				
		10	0	\$2,196.00
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL				
EXCAVATION - EXCAVATION		9	0	180.00
SEWER RES - SEWER RESIDENTIAL		2	0	50.00
WATER FEE - WATER FEE		1	0	25.00

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL Totals				
Permit Type EXISTING COMM-EXISTING COMMERCIAL		12	0	\$255.00
3% BBS - 3% BBS		2	0	3.70
3% BBS OVERRIDE - 3% BBS OVERRIDE		1	0	.01
COM-BUILD REPAIR - Commercial Building Repair/Remodel		2	0	123.40
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION		1	0	100.00
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		3	0	375.00
Permit Type EXISTING COMM-EXISTING COMMERCIAL Totals				
Permit Type EXISTING RES-EXISTING RESIDENTIAL		9	0	\$602.11
1% BBS - 1% BBS		2	0	1.43
1% BBS OVERRIDE - 1% BBS OVERRIDE		1	0	.01
PENALTY - PENALTY		1	0	50.00
RES-BUILD ADD 1 - Residential Building Addition- Single Family		1	0	93.20
RES-BUILD REPAIR - Residential Building Remodel/Repair		1	0	50.00
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals				
Permit Type FIRE SUPPRESSION-FIRE SUPPRESSION		6	0	\$194.64
3% BBS - 3% BBS		2	0	8.00
3% BBS OVERRIDE - 3% BBS OVERRIDE		1	0	.01
COM-SUPR SYS RPR - Commercial Suppression Systems Repair/Remodel		2	0	266.80
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION		1	0	100.00
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		3	0	243.75
Permit Type FIRE SUPPRESSION-FIRE SUPPRESSION Totals				
Permit Type HVAC COMM-HVAC COMMERCIAL		9	0	\$618.56
3% BBS - 3% BBS		5	0	35.83
3% BBS OVERRIDE - 3% BBS OVERRIDE		1	0	.01
COM-HVAC REPAIR - Commercial HVAC Repair/Remodel		4	0	1,094.50
COM-HVAC REPLACE - Commercial HVAC Replacement		1	0	100.00
Permit Type HVAC COMM-HVAC COMMERCIAL Totals				
Permit Type HVAC RES-HVAC RESIDENTIAL		11	0	\$1,230.34
1% BBS - 1% BBS		15	0	6.20
PENALTY - PENALTY		1	0	35.00
RES-HVAC NEW - Residential HVAC New		1	0	100.00
RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement		12	0	420.00
RES-HVAC REPAIR - Residential HVAC Repair/Remodel		2	0	100.00
Permit Type HVAC RES-HVAC RESIDENTIAL Totals				
Permit Type NEW COMM-NEW COMMERCIAL		31	0	\$661.20
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		1	0	93.75
PLAN REVIEW 4+ - Plan Review for 4 or More Reviews		1	0	250.00
Permit Type NEW COMM-NEW COMMERCIAL Totals				
		2	0	\$343.75

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type PLUMB COMM-PLUMBING COMMERCIAL				
3% BBS - 3% BBS		4	0	62.12
3% BBS OVERRIDE - 3% BBS OVERRIDE		1	0	.01
COM-PLUMB NEW - Commercial Plumbing New		1	0	1,420.70
COM-PLUMB REPLAC - Commercial Plumbing Replacement		1	0	50.00
CRES-PLUMB RPAIR - Commercial Residential Plumbing Repair/Remodel		2	0	600.00
PENALTY - PENALTY		1	0	50.00
Permit Type PLUMB COMM-PLUMBING COMMERCIAL Totals		10	0	\$2,182.83
Permit Type PLUMB RES-PLUMBING RESIDENTIAL				
1% BBS - 1% BBS		16	0	6.65
PENALTY - PENALTY		3	0	135.00
RES-PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement		9	0	315.00
RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel		7	0	350.00
W-METR (3/4"W/BF - WATER METER (5/8-3/4)"		1	0	366.00
W-METR (3/4NO-BF - WATER METER 3/4" NO BACKFLOW		2	0	450.00
Permit Type PLUMB RES-PLUMBING RESIDENTIAL Totals		38	0	\$1,622.65
Permit Type SIGN/AWNING-SIGN/AWNING				
COM-ZONING PSIGN - Commercial Zoning Permanent Signs		3	0	350.00
Permit Type SIGN/AWNING-SIGN/AWNING Totals		3	0	\$350.00
Permit Type SUBDIVISION-SUBDIVISION				
MIN SUB PLAT - MINOR SUBDIVISION PLAT		2	0	50.00
Permit Type SUBDIVISION-SUBDIVISION Totals		2	0	\$50.00
Permit Type ZONING-ZONING				
COM-ZONING ADD - Commercial Zoning Addition		1	0	107.02
CRES-ZONING SQFT - Commercial Residential Zoning Square Footage		1	0	25.25
PENALTY - PENALTY		1	0	25.00
RES-ZONING - Residential Zoning Fence Pool Etc		5	0	150.00
RES-ZONING ADD - Residential Zoning Addition		3	0	75.00
Permit Type ZONING-ZONING Totals		11	0	\$382.27
Grand Totals		176	0	\$12,421.90

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type BBA-BOARD OF BUILDING APPEALS				
BBA RESIDENTIAL - RESIDENTIAL VARIANCE BOARD OF BUILDING APPEALS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/04/2020	Payment Monies Received	2020-00000003	BRANDON & JACKLYN MORRIS	50.00
Permit Type BBA-BOARD OF BUILDING APPEALS Totals				
		1	0	\$50.00
Permit Type CODE VIOLATION-CODE VIOLATION				
NUISANCE FINE - NUISANCE FINE				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/17/2020	Payment Monies Received	2020-00000026	SONA LANDING LLC	200.00
Permit Type CODE VIOLATION-CODE VIOLATION Totals				
		1	0	\$200.00
Permit Type DEMOLITION-DEMOLITION				
1% BBS - 1% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000856	HELMLING EXCAVATING	.50
EXCAVATION - EXCAVATION Totals				
		1	0	\$20.00
Permit Type DEMOLITION-DEMOLITION				
RES-DEMO/MOVE - Residential Demolition/Moving				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000856	HELMLING EXCAVATING	50.00
Permit Type DEMOLITION-DEMOLITION Totals				
		1	0	\$70.50
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL				
3% BBS - 3% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/10/2020	Payment Monies Received	2020-00000887	EDWARDS ELECTRICAL SERVICES	22.50
11/18/2020	Payment Monies Received	2020-00000901	PERRAM ELECTRIC, INC	
11/23/2020	Payment Monies Received	2020-00000919	SIEFFER ELECTRIC, INC	
11/23/2020	Payment Monies Received	2020-00000920	EDWARDS ELECTRICAL SERVICES	
Permit Type COMM-ELEC ADD - Commercial Electric Addition				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/18/2020	Payment Monies Received	2020-00000901	PERRAM ELECTRIC, INC	100.05

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL				
COM-ELEC REPAIR - Commercial Electric Repair/Remodel				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/23/2020	Payment Monies Received	2020-00000919	SIEFFER ELECTRIC, INC	50.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL				
CRES-ELECT RPAIR - Commercial Residential Electric Repair/Remodel				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/10/2020	Payment Monies Received	2020-00000887	EDWARDS ELECTRICAL SERVICES	
11/23/2020	Payment Monies Received	2020-00000920	EDWARDS ELECTRICAL SERVICES	
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL				
CRES-REINSPECTN - Commercial Residential Reinspection				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/12/2020	Payment Monies Received	2020-00000627	EDWARDS ELECTRICAL SERVICES	300.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL				
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/18/2020	Payment Monies Received	2020-00000901	PERRAM ELECTRIC, INC	100.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL				
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/18/2020	Payment Monies Received	2020-00000901	PERRAM ELECTRIC, INC	37.50
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL				
1% BBS - 1% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/09/2020	Payment Monies Received	2020-00000882	SIEFFER ELECTRIC, INC	
11/13/2020	Payment Monies Received	2020-00000891	DENISON ELECTRIC	
11/17/2020	Payment Monies Received	2020-00000900	SIEFFER ELECTRIC, INC	2.00
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL				
RES-ELEC REPAIR - Residential Electric Remodel/Repair				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/09/2020	Payment Monies Received	2020-00000882	SIEFFER ELECTRIC, INC	
11/13/2020	Payment Monies Received	2020-00000891	DENISON ELECTRIC	
11/17/2020	Payment Monies Received	2020-00000900	SIEFFER ELECTRIC, INC	
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals				200.00
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals				\$202.00

City of Kent

Permit Fee Payment Data

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL				
EXCAVATION - EXCAVATION				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000110	BOXLEY CONTRACTING SERVICES II, LLC	40.00
11/20/2020	Payment Monies Received	2020-00000142	FIRE LOSS CONTROL INC	
SEWER COMM - SEWER COMMERCIAL				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000110	BOXLEY CONTRACTING SERVICES II, LLC	75.00
STORM COM PERMIT - STORM SEWER COMMERCIAL PERMIT				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000110	BOXLEY CONTRACTING SERVICES II, LLC	75.00
STORM CONNECTION - STORM SEWER CONNECTION				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000110	BOXLEY CONTRACTING SERVICES II, LLC	100.00
W-METER 1.5" - WATER METER 1 1/2"				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000110	BOXLEY CONTRACTING SERVICES II, LLC	636.00
W-TAP 1.5" +PRTS - WATER TAP 1 1/2" +MISC PARTS NO METER				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000110	BOXLEY CONTRACTING SERVICES II, LLC	890.00
W-TAP ONLY 4" - WATER TAP 4"				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/20/2020	Payment Monies Received	2020-00000142	FIRE LOSS CONTROL INC	330.00
WATER FEE - WATER FEE				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000110	BOXLEY CONTRACTING SERVICES II, LLC	50.00
11/20/2020	Payment Monies Received	2020-00000142	FIRE LOSS CONTROL INC	
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals				\$2,196.00

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
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Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL				
EXCAVATION - EXCAVATION				
Date	Transaction Type	Permit Number	Issued To	
11/06/2020	Payment Monies Received	2020-00000116	DOMINION ENERGY	180.00
11/06/2020	Payment Monies Received	2020-00000125	DOMINION ENERGY	
11/09/2020	Payment Monies Received	2020-00000127	DOMINION ENERGY	
11/09/2020	Payment Monies Received	2020-00000131	DOMINION ENERGY	
11/09/2020	Payment Monies Received	2020-00000147	HELMING EXCAVATING	
11/13/2020	Payment Monies Received	2020-00000150	JBL CONCRETE LLC	
11/20/2020	Payment Monies Received	2020-00000151	DOMINION ENERGY	
11/23/2020	Payment Monies Received	2020-00000152	JASTAL PLUMBING	
11/23/2020	Payment Monies Received	2020-00000153	HIRST CONSTRUCTION	
				9
				0

SEWER RES - SEWER RESIDENTIAL				
Date	Transaction Type	Permit Number	Issued To	
11/09/2020	Payment Monies Received	2020-00000147	HELMING EXCAVATING	50.00
11/23/2020	Payment Monies Received	2020-00000152	JASTAL PLUMBING	

WATER FEE - WATER FEE				
Date	Transaction Type	Permit Number	Issued To	
11/23/2020	Payment Monies Received	2020-00000153	HIRST CONSTRUCTION	25.00

Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL Totals				
3% BBS - 3% BBS				
Date	Transaction Type	Permit Number	Issued To	
11/16/2020	Payment Monies Received	2020-00000751	JBL CONCRETE LLC	3.70
11/16/2020	Payment Monies Received	2020-00000897	C AND J NOBLE CONSTRUCTION	
				12
				0
				\$255.00

3% BBS OVERRIDE - 3% BBS OVERRIDE				
Date	Transaction Type	Permit Number	Issued To	
11/16/2020	Payment Monies Received	2020-00000751	JBL CONCRETE LLC	.01

COM-BUILD REPAIR - Commercial Building Repair/Remodel				
Date	Transaction Type	Permit Number	Issued To	
11/16/2020	Payment Monies Received	2020-00000751	JBL CONCRETE LLC	123.40
11/16/2020	Payment Monies Received	2020-00000897	C AND J NOBLE CONSTRUCTION	
				2
				0

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type EXISTING COMM-EXISTING COMMERCIAL				
FIRE-REVIEW/ INSP - FIRE DEPT REVIEW & INSPECTION				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000751	JBL CONCRETE LLC	100.00
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/16/2020	Payment Monies Received	2020-00000751	JBL CONCRETE LLC	375.00
11/16/2020	Payment Monies Received	2020-00000751	JBL CONCRETE LLC	
Permit Type EXISTING COMM-EXISTING COMMERCIAL Totals				
Permit Type EXISTING RES-EXISTING RESIDENTIAL				
1% BBS - 1% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000834	SUMMIT PROPERTY RESTORATIONS LLC	1.43
11/06/2020	Payment Monies Received	2020-00000164	HOSTTLERS BUILDING & HOME REPAIRS	
1% BBS OVERRIDE - 1% BBS OVERRIDE				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000834	SUMMIT PROPERTY RESTORATIONS LLC	.01
PENALTY - PENALTY				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/06/2020	Payment Monies Received	2020-00000164	HOSTTLERS BUILDING & HOME REPAIRS	50.00
RES-BUILD ADD 1 - Residential Building Addition- Single Family				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000834	SUMMIT PROPERTY RESTORATIONS LLC	93.20
RES-BUILD REPAIR - Residential Building Remodel/Repair				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/06/2020	Payment Monies Received	2020-00000164	HOSTTLERS BUILDING & HOME REPAIRS	50.00
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals				
Permit Type FIRE SUPPRESSION-FIRE SUPPRESSION				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/13/2020	Payment Monies Received	2020-00000860	S A COMUNALE CO INC	8.00
3% BBS - 3% BBS				
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals				
				\$194.64

City of Kent

Permit Fee Payment Data

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type FIRE SUPPRESSION-FIRE SUPPRESSION				
3% BBS - 3% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/20/2020	Payment Monies Received	2020-00000667	FIRE LOSS CONTROL INC	8.00
3% BBS OVERRIDE - 3% BBS OVERRIDE				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/13/2020	Payment Monies Received	2020-00000860	S A COMUNALE CO INC	.01
COM-SUPR SYS RPR - Commercial Suppression Systems Repair/Remodel				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/13/2020	Payment Monies Received	2020-00000860	S A COMUNALE CO INC	266.80
11/20/2020	Payment Monies Received	2020-00000667	FIRE LOSS CONTROL INC	
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/20/2020	Payment Monies Received	2020-00000667	FIRE LOSS CONTROL INC	100.00
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/13/2020	Payment Monies Received	2020-00000860	S A COMUNALE CO INC	243.75
11/20/2020	Payment Monies Received	2020-00000667	FIRE LOSS CONTROL INC	
11/20/2020	Payment Monies Received	2020-00000667	FIRE LOSS CONTROL INC	
Permit Type FIRE SUPPRESSION-FIRE SUPPRESSION Totals				
3% BBS - 3% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000779	WRIGHT HEATING & AIR CONDITIONING	
11/02/2020	Payment Monies Received	2020-00000854	WRIGHT HEATING & AIR CONDITIONING	
11/12/2020	Payment Monies Received	2020-00000889	TOTAL LINE REFRIGERATION	
11/18/2020	Payment Monies Received	2020-00000910	FIVE STAR MECHANICAL LLC	
11/18/2020	Payment Monies Received	2020-00000912	FIVE STAR MECHANICAL LLC	
				9
				0
				\$618.56
3% BBS OVERRIDE - 3% BBS OVERRIDE				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000779	WRIGHT HEATING & AIR CONDITIONING	.01

City of Kent

Permit F Payment Dat

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type HVAC COMM-HVAC COMMERCIAL				
COM-HVAC REPAIR - Commercial HVAC Repair/Remodel				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000779	WRIGHT HEATING & AIR CONDITIONING	
11/02/2020	Payment Monies Received	2020-00000854	WRIGHT HEATING & AIR CONDITIONING	
11/18/2020	Payment Monies Received	2020-00000910	FIVE STAR MECHANICAL LLC	
11/18/2020	Payment Monies Received	2020-00000912	FIVE STAR MECHANICAL LLC	
Permit Type HVAC COMM-HVAC COMMERCIAL Totals				
		4	0	1,094.50
COM-HVAC REPLACE - Commercial HVAC Replacement				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/12/2020	Payment Monies Received	2020-00000889	TOTAL LINE REFRIGERATION	
Permit Type HVAC COMM-HVAC COMMERCIAL Totals				
		1	0	100.00
Permit Type HVAC RES-HVAC RESIDENTIAL				
1% BBS - 1% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
10/30/2020	Payment Monies Received	2020-00000844	APOLLO HEATING & COOLING	
10/30/2020	Payment Monies Received	2020-00000845	APOLLO HEATING & COOLING	
10/30/2020	Payment Monies Received	2020-00000847	APOLLO HEATING & COOLING	
10/30/2020	Payment Monies Received	2020-00000848	APOLLO HEATING & COOLING	
10/30/2020	Payment Monies Received	2020-00000849	APOLLO HEATING & COOLING	
11/02/2020	Payment Monies Received	2020-00000850	APOLLO HEATING & COOLING	
11/05/2020	Payment Monies Received	2020-00000858	APOLLO HEATING & COOLING	
11/09/2020	Payment Monies Received	2020-00000861	CROWN HEATING & COOLING INC	
11/09/2020	Payment Monies Received	2020-00000871	APOLLO HEATING & COOLING	
11/09/2020	Payment Monies Received	2020-00000878	EAST OHIO FURNACE CO INC	
11/09/2020	Payment Monies Received	2020-00000879	HOHLER HEATING & COOLING	
11/17/2020	Payment Monies Received	2020-00000881	BLIND & SONS	
11/20/2020	Payment Monies Received	2020-00000902	APOLLO HEATING & COOLING	
11/20/2020	Payment Monies Received	2020-00000916	D C HEATING & COOLING INC.	
11/24/2020	Payment Monies Received	2020-00000923	APOLLO HEATING & COOLING	
Permit Type HVAC RES-HVAC RESIDENTIAL Totals				
		11	0	\$1,230.34
		15	0	6.20
PENALTY - PENALTY				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000858	APOLLO HEATING & COOLING	
Permit Type HVAC NEW - Residential HVAC New				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/09/2020	Payment Monies Received	2020-00000879	HOHLER HEATING & COOLING	
		1	0	100.00

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Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
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Permit Type HVAC RES-HVAC RESIDENTIAL

Date	Transaction Type	Permit Number	Issued To	Amount Billed
10/30/2020	Payment Monies Received	2020-00000845	APOLLO HEATING & COOLING	420.00
10/30/2020	Payment Monies Received	2020-00000847	APOLLO HEATING & COOLING	
10/30/2020	Payment Monies Received	2020-00000848	APOLLO HEATING & COOLING	
10/30/2020	Payment Monies Received	2020-00000849	APOLLO HEATING & COOLING	
11/02/2020	Payment Monies Received	2020-00000850	APOLLO HEATING & COOLING	
11/02/2020	Payment Monies Received	2020-00000858	APOLLO HEATING & COOLING	
11/05/2020	Payment Monies Received	2020-00000861	CROWN HEATING & COOLING INC	
11/09/2020	Payment Monies Received	2020-00000871	APOLLO HEATING & COOLING	
11/09/2020	Payment Monies Received	2020-00000878	APOLLO HEATING & COOLING	
11/17/2020	Payment Monies Received	2020-00000881	EAST OHIO FURNACE CO INC	
11/20/2020	Payment Monies Received	2020-00000881	BLIND & SONS	
11/20/2020	Payment Monies Received	2020-00000902	APOLLO HEATING & COOLING	
11/20/2020	Payment Monies Received	2020-00000916	D C HEATING & COOLING INC.	

RES-HVAC REPAIR - Residential HVAC Repair/Remodel

Date	Transaction Type	Permit Number	Issued To	Amount Billed
10/30/2020	Payment Monies Received	2020-00000844	APOLLO HEATING & COOLING	100.00
11/24/2020	Payment Monies Received	2020-00000923	APOLLO HEATING & COOLING	

Permit Type HVAC RES-HVAC RESIDENTIAL Totals

31 0 0 \$661.20

Permit Type NEW COMM-NEW COMMERCIAL

PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews

Date	Transaction Type	Permit Number	Issued To	Amount Billed
11/13/2020	Payment Monies Received	2020-00000338	METIS CONSTRUCTION SERVICES	93.75

PLAN REVIEW 4+ - Plan Review for 4 or More Reviews

Date	Transaction Type	Permit Number	Issued To	Amount Billed
11/13/2020	Payment Monies Received	2020-00000338	METIS CONSTRUCTION SERVICES	250.00

Permit Type NEW COMM-NEW COMMERCIAL Totals

2 0 0 \$343.75

Permit Type PLUMB COMM-PLUMBING COMMERCIAL

3% BBS - 3% BBS

Date	Transaction Type	Permit Number	Issued To	Amount Billed
11/03/2020	Payment Monies Received	2020-00000868	LINDSAY & SON PLUMBING	62.12
11/18/2020	Payment Monies Received	2020-00000911	FIVE STAR MECHANICAL LLC	
11/18/2020	Payment Monies Received	2020-00000913	FIVE STAR MECHANICAL LLC	
11/19/2020	Payment Monies Received	2020-00000915	HARNER PLUMBING INC	

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type PLUMB COMM-PLUMBING COMMERCIAL				
3% BBS OVERRIDE - 3% BBS OVERRIDE				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/19/2020	Payment Monies Received	2020-00000915	HARNER PLUMBING INC	.01
COM-PLUMB NEW - Commercial Plumbing New				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/19/2020	Payment Monies Received	2020-00000915	HARNER PLUMBING INC	1,420.70
COM-PLUMB REPLAC - Commercial Plumbing Replacement				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/03/2020	Payment Monies Received	2020-00000868	LINDSAY & SON PLUMBING	50.00
CRS-PLUMB RPAIR - Commercial Residential Plumbing Repair/Remodel				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/18/2020	Payment Monies Received	2020-00000911	FIVE STAR MECHANICAL LLC	600.00
11/18/2020	Payment Monies Received	2020-00000913	FIVE STAR MECHANICAL LLC	
PENALTY - PENALTY				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/03/2020	Payment Monies Received	2020-00000868	LINDSAY & SON PLUMBING	50.00
Permit Type PLUMB COMM-PLUMBING COMMERCIAL Totals				
				10
				0
				\$2,182.83
1% BBS - 1% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
10/30/2020	Payment Monies Received	2020-00000846	BILL BEACHLER PLUMBING	6.65
10/30/2020	Payment Monies Received	2020-00000851	KLINE & KAVALI	
11/02/2020	Payment Monies Received	2020-00000852	WIESE PLUMBING & HEATING	
11/02/2020	Payment Monies Received	2020-00000859	BILL BEACHLER PLUMBING	
11/03/2020	Payment Monies Received	2020-00000866	APPC PLUMBING SERVICES	
11/03/2020	Payment Monies Received	2020-00000867	BILL BEACHLER PLUMBING	
11/06/2020	Payment Monies Received	2020-00000872	ENGLISH PLUMBING LLC	
11/06/2020	Payment Monies Received	2020-00000873	ENGLISH PLUMBING LLC	
11/09/2020	Payment Monies Received	2020-00000874	SAL'S HEATING & COOLING	
11/09/2020	Payment Monies Received	2020-00000884	KLINE & KAVALI	
11/12/2020	Payment Monies Received	2020-00000888	APPC PLUMBING SERVICES	

City of Kent

Permit F
Payment Date

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type PLUMB RES-PLUMBING RESIDENTIAL				
1% BBS - 1% BBS				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/12/2020	Payment Monies Received	2020-00000890	KLINE & KAVALI	
11/16/2020	Payment Monies Received	2020-00000895	SHUMAN INC	
11/16/2020	Payment Monies Received	2020-00000896	FIVE POINTS PLUMBING & HEATING	
11/23/2020	Payment Monies Received	2020-00000917	KLINE & KAVALI	
11/23/2020	Payment Monies Received	2020-00000918	BILL BEACHLER PLUMBING	
		16	0	6.65
PENALTY - PENALTY				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000859	BILL BEACHLER PLUMBING	
11/06/2020	Payment Monies Received	2020-00000872	ENGLISH PLUMBING LLC	
11/06/2020	Payment Monies Received	2020-00000873	ENGLISH PLUMBING LLC	
		3	0	135.00
RES-PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
10/30/2020	Payment Monies Received	2020-00000846	BILL BEACHLER PLUMBING	
10/30/2020	Payment Monies Received	2020-00000851	KLINE & KAVALI	
11/02/2020	Payment Monies Received	2020-00000859	BILL BEACHLER PLUMBING	
11/03/2020	Payment Monies Received	2020-00000866	APPC PLUMBING SERVICES	
11/03/2020	Payment Monies Received	2020-00000867	BILL BEACHLER PLUMBING	
11/09/2020	Payment Monies Received	2020-00000874	SAL'S HEATING & COOLING	
11/12/2020	Payment Monies Received	2020-00000888	APPC PLUMBING SERVICES	
11/12/2020	Payment Monies Received	2020-00000890	KLINE & KAVALI	
11/23/2020	Payment Monies Received	2020-00000918	BILL BEACHLER PLUMBING	
		9	0	315.00
RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel				
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>	
11/02/2020	Payment Monies Received	2020-00000852	WIESE PLUMBING & HEATING	
11/06/2020	Payment Monies Received	2020-00000872	ENGLISH PLUMBING LLC	
11/06/2020	Payment Monies Received	2020-00000873	ENGLISH PLUMBING LLC	
11/09/2020	Payment Monies Received	2020-00000884	KLINE & KAVALI	
11/16/2020	Payment Monies Received	2020-00000895	SHUMAN INC	
11/16/2020	Payment Monies Received	2020-00000896	FIVE POINTS PLUMBING & HEATING	
11/23/2020	Payment Monies Received	2020-00000917	KLINE & KAVALI	
		7	0	350.00

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
Permit Type PLUMB RES-PLUMBING RESIDENTIAL				
W-METR (3/4"W/BF - WATER METER (5/8-3/4")	Transaction Type	Permit Number	Issued To	
11/10/2020	Payment Monies Received	2020-00000885	TIMOTHY BECK	366.00
Permit Type PLUMB RES-PLUMBING RESIDENTIAL Totals				
		38	0	\$1,622.65
Permit Type SIGN/AWNINGS-SIGN/AWNINGS				
COM-ZONING PSIGN - Commercial Zoning Permanent Signs	Transaction Type	Permit Number	Issued To	
11/02/2020	Payment Monies Received	2020-00000855	ADVANCED DISPLAY LLC	350.00
11/13/2020	Payment Monies Received	2020-00000893	SIMMONS FAMILY LIMITED PARTNERSHIP	
11/24/2020	Payment Monies Received	2020-00000922	ARCHER SIGN CORPORATION	
Permit Type SIGN/AWNINGS-SIGN/AWNINGS Totals				
		3	0	50.00
Permit Type SUBDIVISION-SUBDIVISION				
MIN SUB PLAT - MINOR SUBDIVISION PLAT	Transaction Type	Permit Number	Issued To	
11/02/2020	Payment Monies Received	2020-00000144	MARTIN MELUCH	
11/10/2020	Payment Monies Received	2020-00000146	FRANKLIN AVE PROPERTIES LLC	
Permit Type SUBDIVISION-SUBDIVISION Totals				
		2	0	\$50.00
Permit Type ZONING-ZONING				
COM-ZONING ADD - Commercial Zoning Addition	Transaction Type	Permit Number	Issued To	
11/16/2020	Payment Monies Received	2020-00000752	JBL CONCRETE LLC	107.02
Permit Type ZONING-ZONING Totals				
		1	0	25.25
CRS-ZONING SQFT - Commercial Residential Zoning Square Footage				
	Transaction Type	Permit Number	Issued To	
11/03/2020	Payment Monies Received	2020-00000863	WEATHERSEAL HOME SERVICES	
Permit Type PENALTY				
	Transaction Type	Permit Number	Issued To	
11/06/2020	Payment Monies Received	2020-00000165	HOSTLETLERS BUILDING & HOME REPAIRS	25.00

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed
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RES-ZONING - Residential Zoning Fence Pool Etc				
Date	Transaction Type	Permit Number	Issued To	
11/09/2020	Payment Monies Received	2020-00000880	HUDSON POOLS & SPAS	150.00
11/09/2020	Payment Monies Received	2020-00000883	ACME FENCE & LUMBER CO	
11/10/2020	Payment Monies Received	2020-00000886	KRISTINA KAMIS	
11/17/2020	Payment Monies Received	2020-00000905	MICHAEL T FRIEDMAN	
11/17/2020	Payment Monies Received	2020-00000906	MICHAEL & STEFANIE HOVANCSEK	

RES-ZONING ADD - Residential Zoning Addition				
Date	Transaction Type	Permit Number	Issued To	
11/02/2020	Payment Monies Received	2020-00000835	SUMMIT PROPERTY RESTORATIONS LLC	75.00
11/06/2020	Payment Monies Received	2020-00000165	HOSTETLER'S BUILDING & HOME REPAIRS	
11/09/2020	Payment Monies Received	2020-00000875	SAFE SURROUNDINGS LLC	

Permit Type ZONING-ZONING Totals				
	11	0		\$382.27
Grand Totals	176	0		\$12,421.90

City of Kent

Case by Inspector Report

Date Type: Open Date

From Date: 10/30/2020 - To Date: 11/24/2020

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	
Inspector:	Paul Bauer							
PROPERTY MAINTENANCE	2020-00000951	Active	condemned due to water shutoff	11/04/2020		72	Paul J. Bauer	
PROPERTY MAINTENANCE	2020-00000976	Active	graffiti on shed	11/19/2020		57	Paul J. Bauer	
Paul Bauer Totals:							2 Case(s)	
Inspector:	Eric Helmstedter							
UNSHELTERED STORAGE-VEHICLE	2020-00000968	Active	Wrecked blue Acura coupe on blocks	11/12/2020		64	Eric C. Helms	
PROPERTY MAINTENANCE	2020-00000975	Active	Holes in garage roof	11/18/2020		58	Eric C. Helms	
PROPERTY MAINTENANCE	2020-00000977	Active	Boarded up windows, soffit peeling, junk car	11/19/2020		57	Eric C. Helms	
BUILDING CODE	2020-00000983	Active	New 2nd story back deck built w/o permit	11/20/2020		56	Eric C. Helms	
BUILDING CODE	2020-00000992	Active	Front deck w/o permit	11/23/2020		53	Eric C. Helms	
Eric Helmstedter Totals:							5 Case(s)	
Grand Totals :							7 Case(s)	



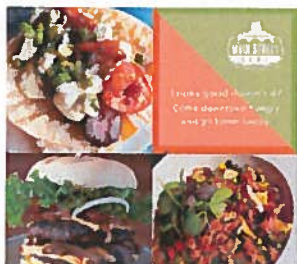
2020 MSK Final Report

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.

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/0vLUqvR-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



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.

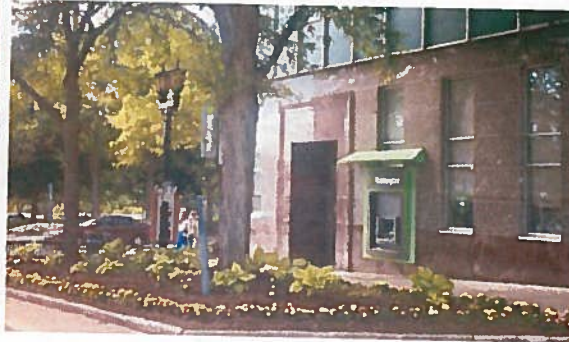


Design Committee - MSK board member Dylan Ball is the chair of this committee, which is intended to be the "designing voice of the Kent community" and is focused on the aesthetics of our downtown.



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.



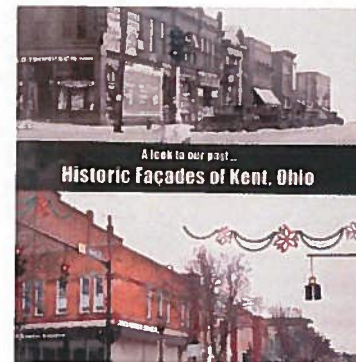
Better Days in Kent, OH - The Design Committee worked with local artist Jerrica Damask to create the "Better Days in Kent, OH" mural, a temporary art installation located near The Mill on N. Water St. Jerrica had been creating positive messaging pieces around town throughout



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 meets...

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

\$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



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

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
<hr/>	
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
<hr/>	
GROSS PROFIT	\$153,354.00
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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	

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