



CITY OF KENT, OHIO

DEPARTMENT OF FINANCE

To: Dave Ruller, City Manager
From: David A. Coffee, Director of Budget and Finance
Date: February 28, 2014
Re: FY2014 Appropriation Amendments, Transfers, and Advances

The following appropriation amendments are hereby requested:

Fund 001 – General

Increase \$ 10,000 Comm Dev / Other (O&M) - Addt'l funding to support Summit Medina Business Alliance (SMBA) per B. Susel memo dated 2/25/2014.

Fund 121 – State & Local Forfeits

Increase \$ 7,000 Police / Other (O&M) - Reappropriate 2013 funds – unexpended bal. per Chief Lee's memo of 2/3/2014

Fund 122 – Drug Law Enforcement

Increase \$ 25,000 Police / Other (O&M) - Reappropriate 2013 funds – unexpended bal. per Chief Lee's memo of 2/3/2014

Fund 123 – Enforcement & Education

Increase \$ 15,000 Police / Other (O&M) - Reappropriate 2013 funds – unexpended bal. per Chief Lee's memo of 2/3/2014

Fund 125 – Law Enforcement Trust

Increase \$ 15,000 Police / Other (O&M) - Reappropriate 2013 funds – unexpended bal. per Chief Lee's memo of 2/3/2014

Fund 126 – CDBG

Increase \$ 11,232 CDBG / Other (O&M) - Reappropriate 2013 funds for Community Policing Program per B. Susel memo dated 2/25/2014.

Fund 127 – NSP – Neighborhood Stabilization Program

Increase \$ 20,000 NSP / Other (O&M) – Funding for RLF (Revolving Loan Fund) from unexpended grant funds per B. Susel memo dated 2/28/2014.

Fund 301 – Capital

Increase \$ 45,000 Capital / Budget & Finance Capital Projects - Reappropriate 2013 funds for new Financial Computer System Project.



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT **RECEIVED**

DATE: February 25, 2014
TO: David Coffee, Budget & Finance Director
FROM: Bridget Susel, Community Development Director *B.S.*
RE: Appropriations Request: CDBG Community Policing Program

FEB 26 2014

BY *[Signature]*
CITY OF KENT
BUDGET & FINANCE

In November 2013, Kent City Council finalized its approval of the City entering into an agreement with the Summit Medina Business Alliance (SMBA) for the provision of small business development services. The majority of the small business development services will be funded through the City's CDBG annual allocation. An additional \$10,000 in general fund support also is needed in order to address other eligible costs associated with the provision of services for persons whose household income does not fall within the regulatory parameters established by the U.S. Department of Housing and Urban Development (HUD).

The needed CDBG appropriations has been formalized with the approval of the City's 2013 Annual Action Plan, but the general fund appropriations of \$10,000.00 will need formal legislative authority before a contract can be executed between the City and the SMBA.

I am respectfully requesting that the \$10,000 in general fund appropriations be presented to Council for consideration at the March 5, 2014 Committee session.

Please let me know if you need any additional information in order to process this request.

Thank you.


KENT POLICE DEPARTMENT

319 SOUTH WATER STREET • KENT, OHIO 44240

330-673-7732

MICHELLE A. LEE
Chief of Police

TO: Dave Coffee
Director of Budget & Finance

FROM: Michelle A. Lee 
Chief of Police

Date: February 3, 2014

Subject: 2014 Appropriation of Funds Amendments

The trust funds currently have zero balances. Please re-appropriate funds to reflect the balances for the beginning of 2014. The amounts for each trust fund are as follows:

121 State & Local Forfeits	\$7,000.00
- 121.010.510.106.7350	\$2,000.00
- 121.010.510.106.7420	\$1,000.00
- 121.010.510.106.7440	\$4,000.00
122 Drug Law Enforcement	\$25,000.00
- 122.010.510.106.7340	\$9,000.00
- 122.010.510.106.7390	\$9,000.00
- 122.010.510.106.7440	\$7,000.00
123 Enforcement & Education	\$15,000.00
- 123.010.510.106.7340	\$9,000.00
- 123.010.510.106.7420	\$6,000.00
125 Law Enforcement Trust	\$15,000.00
- 125.010.510.106.7340	\$6,000.00
- 125.010.510.106.7420	\$9,000.00

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

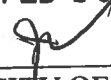
Manager approval

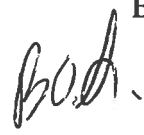
Date



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

RECEIVED
FEB 26 2014
BY 
CITY OF KENT
BUDGET & FINANCE

DATE: February 25, 2014
TO: David Coffee, Budget & Finance Director
FROM: Bridget Susel, Community Development Director 
RE: Appropriations Request: CDBG Community Policing Program

The City of Kent Community Policing Program, which is funded through the City's annual CDBG allocation, had a balance of \$11,231.70 at the end of 2013. These remaining CDBG funds will need to be re-appropriated for 2014 in order to allow for the continuation of this program in the spring.

I am respectfully requesting that the re-appropriation of \$11,231.70 in Community Development CDBG funding for the Community Policing Program be presented to Council for consideration at the March 5, 2014 Committee session.

Please let me know if you need any additional information in order to process this request.

Thank you.



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: February 28, 2014
TO: David Coffee, Budget & Finance Director
FROM: Bridget Susel, Community Development Director
RE: Appropriations Request: NSP RLF Funding

The City of Kent is nearing completion of its Neighborhood Stabilization Program (NSP) grant-funded activities. In order to finalize the remaining NSP expenditures associated with the grant, I am requesting the appropriation of \$20,000 in NSP (fund 127) program income funds that are available in the City's NSP revolving loan fund (RLF-line 99).

I am respectfully requesting that the appropriation of \$20,000 in NSP RLF funding be presented to Council for consideration at the March 5, 2014 Committee session.

Please let me know if you need any additional information in order to process this request.

Thank you.



DEPARTMENT OF PUBLIC HEALTH

325 SOUTH DEPEYSTER ST., KENT, OHIO 44240 (330) 678-8109 FAX (330) 678-2082

MEMO

To: Kent City Council

From: Jeff Neistadt, Health Commissioner

Date: February 25, 2014

RE: Vital Statistics

The City of Kent Health Department will be taking over all of the vital statistics for Portage County starting April 1, 2014. All of Ravenna's vital records will be transitioned at that time to Kent, including all of the births in the county. This transition will mean that the Kent Health Department is now the only place in Portage County to obtain a birth or death certificate. This will add a lot of extra work as well as revenue for the health department.

Currently, the health department employs Linda Grimm as a part time (28 hours) Deputy Registrar/Secretary to the Health Commissioner. With the extra work now with the issuance of all Ravenna's Vital Records including all of the births from Robinson Memorial Hospital, I propose to make Linda Grimm a full time employee. The extra revenue generated from issuing all of Ravenna's records will be more than enough to offset the costs of making Linda Grimm a full time employee. There will also be extra resources from this transition that will go into the general fund.

Pending List Update

February 28, 2014

ADMINISTRATION (City Manager)

1) Review of the City's policy on livable rental properties. (06/07)

Council's interest in this item pertained to a desire to provide more tools (e.g. regulations, licensing, inspections) for the staff to be able to ensure that rental properties were well maintained and in a safe condition. Since this referral was first made Council has adopted a series of exterior and interior property maintenance standards and we have partnered with the University on a number of new initiatives to educate and inform landlords of their obligations and renters of their right to safe housing.

Recommendation: I believe that Council has created the standards and enforcement capabilities to ensure livable rental properties and the staff continue to steadily implement those capabilities so I would recommend removal of this item.

2) Economic Development Strategy (04/08)

Council has adopted economic development as a strategic priority and the staff have implemented that strategy by leveraging the City's greatest economic assets -- the central business district and Kent State University -- to gain a competitive economic advantage, to create new jobs, and to grow the City's business base. Those core elements were the foundation of the downtown transformation and they will continue to be the centerpiece of the City's economic development strategy moving forward.

Recommendation: Council sets the policy priority and the staff deploys the operational actions necessary to see it through without Council needing to adopt a number of sub-strategies for each operational item -- so I would recommend that this item be removed.

3) Budget Scenarios (06/09)

Each year in the annual budget presentation Dave Coffee and I outline the state of City's finances and we offer a narrative around the probable budget scenarios for the upcoming year. In 2012, Dave and I developed (and Council adopted) a fund balance policy that was built around a range of budget scenarios that included a listing of operational impacts and actions required for each respective scenario. In addition, the staff came up with a fiscal stress index that included several financial criteria, e.g., fund balance, property value, revenue growth, etc., to calculate a rating of fiscal health for the City with sample actions required for the different scenarios.

Recommendation: I recommend removing this item from the pending list as the work has been completed.

4) Placement of Gardens at Silver Oaks

The staff evaluated this item and reported back to Council on it. In addition, the tenancy of Silver Oaks has converted to student housing essentially eliminating the interest in gardens.

Recommendation: Remove this item from the pending list.

5) KEC Concerns on Landscaping along SR59

This item was referred so that staff could respond to concerns for the routine maintenance and upkeep of the landscaping along SR 59 west of the Haymaker Bridge. Gene Roberts reports that after the KEC presented their concerns regarding the Haymaker Parkway, City staff scheduled meetings with Mr. Charles Fredrick and the City's Arborist, Gerald Shanley, to prepare a maintenance plan for the parkway with the intent of finalizing the maintenance plan back in 2011. Gene and Gerald attempted to try to remedy a number of the immediate concerns using City staff and the City's contractor for right of way maintenance. The costs associated with long term upkeep remain a challenge but staff is aware of the issue and they will continue to work to try to keep the landscape in as good a condition as funds allow.

Recommendation: Remove the item from the pending list.

6) Method for Sewer Lateral Maintenance Beyond the Right of Way (4/11)

Sewer lateral maintenance beyond the City right of way is the responsibility of the property owner. When sewer problems emerge the City will inspect the sewer main and to the extent practical the sewer lateral in order to determine the location of the blockage. The Central Maintenance Division purchased a push camera which can be inserted in most cases into the owner's lateral to find the location of the defects in the property owner's lateral. Use of the camera has changed the dynamics of this issue as staff can pin point a resident's problem and thus help define what repair/maintenance needs to occur. For those residents that can afford to repair/maintain their lateral their cost is reduced by target information being provided by Central Maintenance. For residents that can not afford to make the necessary repairs Community Development has provided funding in the form of a loan as part of the CDBG Housing Rehab Program

Recommendation: Remove from list from the pending list.

7) Using Technology for Paperless Distribution (04/11)

The City Clerk and the City Manager have been providing electronic distribution of Council items, agendas, reports, etc., and even the public records have been converted into electronic formats that is available on the web for the public. Staff has researched providing lap tops and/or tablets at the Council table but results with a full paperless conversion have been mixed with a couple of local communities returning to partial paper similar to what we currently use.

Recommendation: Remove this item from the pending list.

8) Neighborhood Gardens (06/11)

Bridget Susel provided Council with a report on neighborhood gardens in 2011 and a couple of new neighborhood gardens are now being funded through the City's new neighborhood grants program.

Recommendation: I recommend that this item be removed from the pending list.

9) City and KSU, Rhodes Road Trail (06/11)

The trail connection has been completed.

Recommendation: Remove this item from the pending list.

10) Research Bath Salts (06/11)

House Bill 64 signed by Gov. John Kasich added synthetic marijuana known as K2 or spice and six synthetic derivatives of cathinone that have been found in bath salts to the list of Schedule 1 controlled substances. Effective Monday October 17th, 2011, "spice", "K-2" and "Bath Salts" became a Schedule I controlled substance. The possession or sale of these substances is a criminal offense. Barberton's legislation was adopted prior to the state enacting this legislation. Any enforcement actions are filed under state code as felony violations. Kent Police continue to monitor and investigate locations where these illegal substances have been sold.

Recommendation: Remove this item from the pending list.

11) Concept of a Housing Court (07/11)

This item was referred in consideration of using a housing court to more quickly process and respond to certain housing violations, particularly those issues pertaining to rental housing problems. Jim Silver advised Council of the costs associated with adding a new court function to the City budget and he suggested increasing the use of civil infractions. Council has incorporated civil infractions in a couple sections of the City Code.

Recommendation: Remove this item from the pending list.

12) 10 Hour Parking on Water Street (09/11)

The Parking Action Committee voted to delay any changes to the parking on Water Street until the City's comprehensive parking strategy was finalized and on-street paid parking was fully implemented. The approved parking strategy will include the transition of some of the on-street two-hour parking on Water Street, to all-day parking in 2014.

Recommendation: Remove this item from the pending list.

13) Cost of Speed Sign (10/11)

Council has inquired as to the costs of Speed Display Signs that are portable and/or fixed similarly used in Summit County and Chief Lee offers the following reply:

- There is a wide array of products with varying costs available.
- Most have power options of 110 volt power cord, solar, internal battery pack or 12 volt power cord
- The trunk mounted design is meant to be affixed to a vehicle and then parked. The cost of this type is \$1,819.00 (maintenance/service agreement additional)
- Solar powered signs increase the costs as does other available options such as color options and three digit display.

Speed display signs that can be pole mounted do effectively reduce speed violators upon initial installation. However, after time it becomes ineffective as traffic becomes immune to its positioning.

The department currently uses a speed display trailer which has proven to effectively reduce speeders when and where needed or requested.

Recommendation: Remove this item from the pending list.

14) Task Force, Education on Sex Offenders (7/10)

Chief Lee reports that in the fall of 2011, Anthony Catalano presented to council the idea to enact an ordinance that would create "child safety zones" where sexual offenders would be banned from entering. He also proposed the city extend the distance sex offenders could reside from a school from 1000' to 2,500'. A general discussion and inquiry ensued.

Chief Lee's subsequent investigation on the issue of "stranger" child sex offenders revealed:

- Kent had no history of this type offense and nationally this was a small percentage of the reported sex crimes against children
- Experts in the field believe tougher laws against child sex predators have shown to be detrimental. Most child sex offenders did not re-offend.
- There were sufficient safeguards in place such as felon and sex offender registration and state mandated requirements for offenders.

A discussion ensued and council agreed that there were enough safeguards in place to protect Kent's children and no new ordinance was necessary. The idea to create a task force was agreed upon to investigate other safeguards and/or if education is being presented in our community on this controversial topic.

A task force consisting of police members Det. Karen Travis and Juvenile Counselor Jeffrey Langstaff along with Lori Slattery from Kent City Schools was formed. They collected the following information from the community:

1) State mandates that schools present some form of "Personal Body Safety" presentation to children pre-kindergarten through 5th grade. In Kent, Townhall II presents "It's my body: Help me keep it safe", a program that is state funded and age appropriate based on grade level. It is taught in 3-4 days of 45 minute sessions. Education materials go out to parents prior to the classes and contains the curriculum and materials covered in the program. Some schools have developed their own programs as well. This same type program is also taught at "Safety Town" to the pre-Kindergarten age kids.

2) Town Hall II also offers information, counseling and materials based on sexual misconduct, personal safety and sexual victim counseling services.

3) High School teachers are required to go through Dating Violence Training. Teachers are required to report any suspected child abuse to CARES.

4) The Kent Police Department is a member of Internet Crimes Against Children (ICAC) Task Force. ICAC is a state funded task force with our closest location operated out of Cleveland. ICAC members proactively pose as children who are targeted by internet predators. We have and will continue to have a cooperative partnership with ICAC should we encounter any internet predators from or targeting Kent children.

5) Sex Offender Registry - Department of Corrections has the duty in correctly identifying sexually oriented offenders and notifying them of their duty to register. The Ohio Attorney General and the Bureau of Criminal Identification and Investigation works together to maintain the computerized Sex Offender Registry. The Sheriff's Office of each county is responsible for uploading registered sex offenders into the data base and tracks the offender. Anyone can access the Sex Offender Registry through e-SORN (Electronic Sex Offender Registration Network) You may search for offenders living near your residence or be notified when an offender moves close to your residence.

6) Attorney General Mike DeWine has created a new Crimes Against Children Unit at BCI. This is a state funded program similar to ICAC.

In conclusion, the task force has found many programs, initiatives, safeguards and state mandated programs working to keep our children safe from sexual offenders. Chief Lee states that she doesn't feel that a task force is any longer necessary as police department members already work very closely with educators, social services and other law enforcement entities. Keeping the citizens and children of Kent safe is the department's number one priority and mission.

Recommendation: Remove this item from the pending list.

15) Study of Rental Housing Inspection (1/12)

Bridget Susel has reported on rental housing inspection options to Council as part of a number of rental housing related issues, e.g., interior and exterior maintenance standards. At this point, the City can inspect rental housing when invited inside the dwelling but Bridget continues to research methods used in other cities to create a more routine inspection program. The City and KSU are currently evaluating a voluntary inspection program that could be implemented later this year.

Recommendation: Remove this item from the pending list.

16) Study of Rental Regulations (3/12)

City Council has adopted a wide array of rental regulations, from interior and exterior maintenance standards to noise ordinances, party registration, and parking. Staff tracks property violations, meets monthly to discuss rental issues, and coordinates with KSU and local landlords quarterly to stay out in front of rental problems.

Recommendation: Remove this item from the pending list.

17) Meet with the State of Ohio on Fracking (4/12)

The State of Ohio was invited to attend a Council meeting but they backed out at the last minute in the summer of 2012. Fracking was referred to the Sustainability Commission and they studied the issue for 6 months before making policy recommendations to City Council. Council adopted the Sustainability Commission recommendations. The Sustainability Commission continues to track legislative and permit issues on fracking in and around Kent.

Recommendation: Remove this item from the pending list.

18) Wind Power Generator for Water Plant (9/12)

The Water Plant operated in 2013 with an average daily electrical consumption of 3.7 MWH. Per the literature the costs for a utility scale wind turbine in 2012 range from about \$1.3 million to \$2.2 million per MW of nameplate capacity installed. This would place the cost for wind generation for a single small scale operation such as the water treatment plant in the neighborhood of \$3 to \$6 million, which is above available resources without a substantial bond issue to capitalize the project.

Recommendation: Remove this item from the pending list.

19) Advertising City Events on KSU Website (11/12)

The City and KSU partnered on the downtown Community Message Board to promote City events. City events are also promoted on Kent360, Main Street Kent, Chamber of Commerce and other Kent web sites.

Recommendation: Remove this item from the pending list.

20) Joint City-KSU Policy Prohibiting Drilling on City and University Property (2/13)

The City staff discussed this item with Kent State and while they did not rule out the possibility they were reluctant to endorse an official policy without more research validating the environmental concerns.

Recommendation: Remove this item from the pending list.

21) Downtown Dog Waste (5/13)

The staff has looked at adding a few dog waste containers downtown (similar to those used in parks) but they are waiting to see where the problem exists to strategically locate those containers.

Recommendation: Remove this item from the pending list.

23) Back Up Plan for Entrance to Hike & Bike Trail (8/13)

The staff is currently evaluating signage and other safety measures to better inform cyclists, pedestrian and vehicles to be alert and to be safe as they transition between the Hike and Bike trail and the downtown business district.

Recommendation: Remove this item from the pending list.

24) Purchase 3-5 Recycling Bins (8/13)

The staff has met with the Sustainability Commission to evaluate alternative recycling bins and based on those discussions the staff have placed an order for 5 new blue recycling bins for downtown Kent.

Recommendation: Remove this item from the pending list.

25) Funds for Rockwell & Woodard (8/13)

The staff have had a series of informational meetings with the residents on Rockwell and with City Council on the issue of the street condition and available funding. Council was able to allocate an additional \$150,000 in 2013 for street paving but Rockwell and Woodard remain further down the list for pavement repairs. A letter was sent to the residents outlining the financial challenges at this time.

Recommendation: Remove this item from the pending list.

26) Overgrown Weeds at Haymaker & Main (9/13)

This item was referred as a result of the concerns of the Logos Bookstore which is in the same Haymaker corridor as noted for referral item #5. Gene Roberts reports that he and Gerald Shanley will continue to monitor and attend to the weed issues in this section of the Haymaker Parkway using City staff and the City's landscape contractor. The costs associated with long term upkeep in this corridor remain a challenge but staff is aware of the issue and they will continue to work to try to keep the landscape in as good a condition as funds allow.

Recommendation: Remove the item from the pending list.

KENT POLICE DEPARTMENT

319 SOUTH WATER STREET KENT, OHIO 44240
330-673-7732

MICHELLE A. LEE
Chief of Police

TO: City Manager David Ruller
Mayor Jerry Fiala
Kent City Council
FROM: Chief Michelle A. Lee
SUBJECT: Kent Police Department 2013 Annual Report
DATE: February 6, 2014

On behalf of the members of the Kent Police Department, I am pleased to present you with the 2013 Annual Report. This report is intended to provide the Kent community with a greater insight of the programs, activities and accomplishments of their police department. The report also summarizes the crime and accident trends for Kent as well as clearance rates.

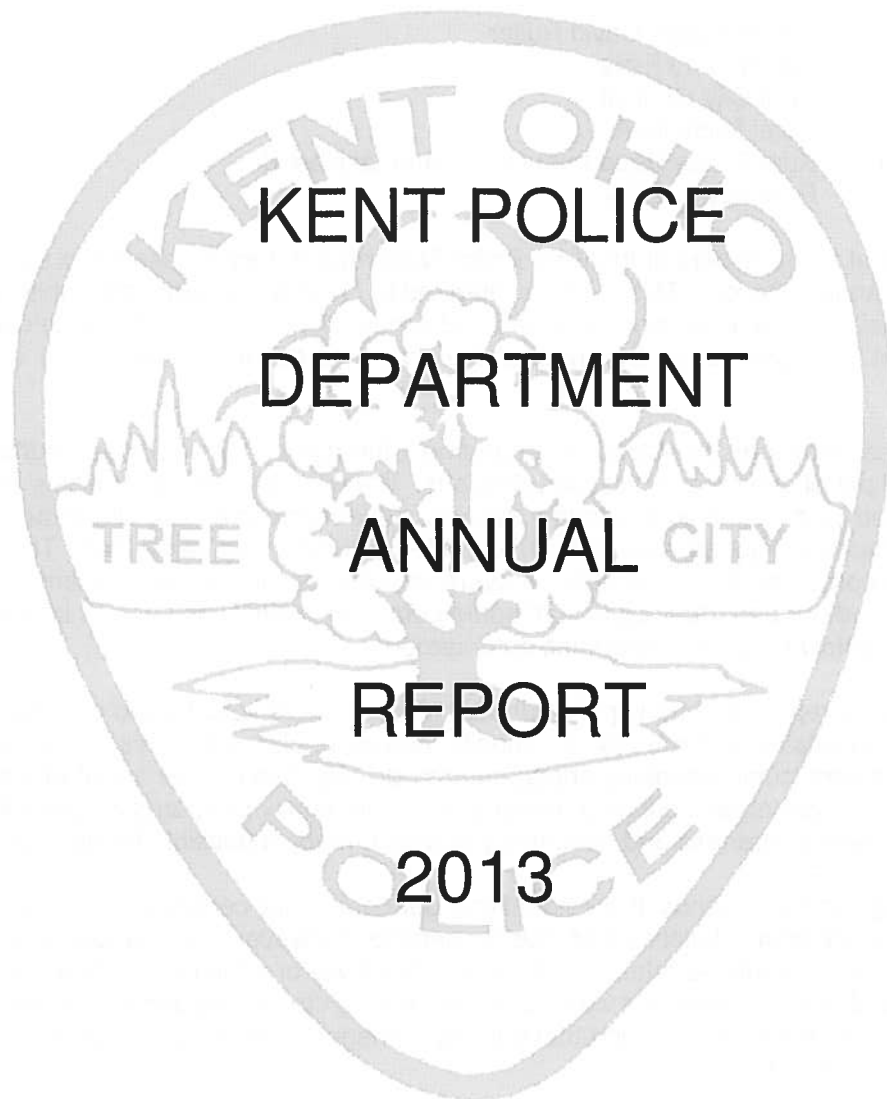
The biggest challenge that faced the department throughout the year was insufficient staffing within our patrol and communications divisions. We were fraught with multiple retirements and resignations beginning in January that was never remedied. We also experienced several long term injuries, averaging 4.5 months in duration, by patrol staff. These shortages in staffing compounded our increase in overtime expenses to maintain minimum staffing. In turn, it limited our opportunities to staff some community initiatives such as bike patrol, foot patrols downtown and targeted traffic enforcement.

I am proud to report that many police department members volunteered countless hours to enhance our relationship with the community through public awareness at festivals, demonstrations, public speaking engagements, etc. By doing so we assisted other city staff members and volunteers, bringing awareness to community programs we provide annually. This increased awareness and community outreach made it possible for us to pass Issue 4.

In studying the crime trends, it is evident that our community continues to enjoy reductions in the major eight crime statistics and calls for service. However, our enforcement statistics are also down which could be relative to the criminal activity or minimum staffing levels. Parking enforcement and management was significant enough to be introduced and featured within this report with the understanding that parking management/enforcement is a program worthy of public scrutiny.

I would like to express my gratitude to all members of the Kent Police Department for their dedication, commitment and professionalism. In spite of the challenges that they faced in 2013, they displayed a commitment to their community through hard work and high ethical standards. The Kent Police Department is dedicated to serving the Kent community with honesty, impartiality and respect. We stand committed in our efforts to provide the highest level of service.

Respectfully submitted,
Michelle A. Lee
Chief of Police



COMPILED BY ROSEMARIE MOSHER

MISSION STATEMENT

The mission of the Kent Police Department is to serve and protect the persons and property in the City of Kent in accordance with the United States and the State of Ohio Constitutions, and the federal, state and local laws and ordinances;

To instill the feeling of safety and security in the minds of the people in the City of Kent;

To be responsive to the citizens of Kent and government;

And to cooperate with the various governmental agencies, not restricted to Kent, when such cooperation is desirable and/or necessary to provide for the safety of the Kent area.

This mission is to be accomplished by maintaining the highest ethical standards of conduct, by safeguarding citizens' rights, by applying the law with consistency, and by treating the public with dignity, respect and courtesy.

VALUES STATEMENT

We, the members of the City of Kent Police Department, believe our service to the community is driven by values. These values determine how our mission, goals, and objectives will be achieved. We will:

- < Be responsible and accountable to the citizens of the city of Kent, from which we derive our authority. Each member of our agency will also be responsible and accountable to the organization and its members for living and acting in accordance to our values;
- < Take pride in our profession, yet remain humble by the awesome responsibility and authority accorded to us by the citizens of Kent;
- < Maintain the highest levels of integrity in all our actions by ethically performing our duties within the spirit and the letter of our laws and Constitution;
- < Foster a sense of family, teamwork, and partnership among all members of the department, between police and other city departments, and between the police department and the community;
- < Remain loyal to our profession, our organization, and our community. We will demonstrate our loyalty by our commitment and dedication to excellence and innovation in providing service to the community;
- < Remain sensitive to human needs and always treat each person with fairness, dignity and respect; and
- < Through our devotion to duty, make a difference in the lives of those with whom we interact each day.

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KENT POLICE DEPARTMENT 2013 ACCOMPLISHMENTS

WEBSITE

The site is meant to assist the community in providing police department contact information, to answer Frequently asked Questions and present public relations materials. The site is informative, educational and an easy portal between the community and police department. Throughout the year we added new features/services for the community to utilize:

1. "Employees pay it forward" is a page that was created to recognize KPD employees for volunteerism and charitable contributions to the community.
2. Added links to "Portage Ohio Prepares" and Portage County Safe Communities.

K.P.C.A.

The KPCA is a non-profit organization whose mission is to enrich the Kent area community through police support. Over \$1500.00 were given to various sports teams, organizations and other fund raising events throughout the year to benefit the Kent community. Annually, a scholarship of \$500.00 is awarded to a deserving RHS graduating senior who is involved in their community.

KPCA, in partnership with Walgreen's, conducted a prosperous "Fill-A-Cruiser" program to benefit local needy families. Multiple families and 55 children were provided gifts and food. KPCA also had booths in several area special events to include Heritage Festival, Lion's Club Corn Festival and Discover Downtown to promote Issue 4.

PRESENTATIONS, DISCUSSION AND DEMONSTRATIONS The department is active in seeking out opportunities to interact with many community groups on a variety of topics, below are a few examples:

- Journalism Class KSU
- Cub Scouts
- Presented "Violence in America" to RHS students
- KSU Center for student involvement
- KSU International student orientation presentation
- Multiple presentations requested by PMHA in area housing complexes
- A.L.I.C.E. training at RHS
- KSU Safety Day
- KSU hotel and conference center safety plan
- new Silver Meadows Management
- Cultural Dynamics of Technology - KSU class
- Phi Delta Theta Fraternity - police response protocols
- Student Quality Advisory Committee - KSU
- Streetsboro Chamber of commerce - "Women in Business" breakfast

AWARDS The Department of Public Safety and the Office of Criminal Justice Services awarded our department with a new PBT (Portable Breath Test) for our efforts during the 2012 "Click it or Ticket" and "Drive Sober or Get Pulled Over" campaigns.

We were awarded a new Livescan (AFIS) Automated Fingerprint Identification System through the Ohio Homeland Security Program. Our department was one of 12 other agencies within Region 5 selected to receive this equipment and was based on community size, location and arrest numbers.

Portage County EMA/Homeland Security purchased an LRAD (Long Range Acoustic Device) with our department and needs in mind. Although this device is county owned, it is kept, maintained and operated by KPD personnel.

ISSUE 4 - Although Issue 4 was a city impacting initiative, KPD staff organized and staffed many of the efforts to educate the community on the issue. The following is a synopsis of those initiatives:

- Organized "Citizens to keep Kent Strong" a volunteer group aimed to pass the earned income increase to fund a new police facility.
- Hosted a brunch to "kick off" the volunteerism participation
- Presentations were given to the Rotary Club, Lions Club, P.E.O.,
- Festivals attended - Heritage Festival, Discover Downtown, International festival, Corn Festival, KSU Homecoming parade
- An open house forum and police department tour was staffed and hosted
- Flyers and printed materials were distributed door to door to the community, to the Silver Sneakers, Kent Junior Mother's Association, all senior centers/complexes, and local businesses
- Several printed articles and media stories reflected the issue
- Issue 4 yard signs were posted and collected
- Seven volunteer meetings were held to discuss and organize the campaign efforts

PARKING TICKET PROGRAM - We introduced a new parking ticket management system, CodeSoft, that has streamlined processes and improved fine collections. CodeSoft Software is comprised of three integrated systems: CiteTrak (WEB or Application), a citation processing and management system and Citepay, a web based payment system and CiteIssue, an application based citation issuance system. The issuing officer has the opportunity to use the customary hand written paper parking tickets or a Tablet and portable printer. The tablet is programmed into the CodeSoft software and offers a history of parking ticket infractions, status' and reduces importing of information. In August, credit card processing was introduced as an alternative for payment through CodeSoft. The available and convenient means of payment increased collections dramatically. Although the amount of parking tickets decreased slightly from last year an increase in collections were realized at 215%. In dollar figures, there were net collections of \$26,093 in 2012 compared to \$82,298 in 2013. More statistics in parking management can be found later in this report.

2013 PROGRAMS

NORTHERN OHIO VIOLENT FUGITIVE TASK FORCE (NOVFTF). Under the direction of the U. S. Marshal's Office, this multi-jurisdictional agency, represented by federal, state and local law enforcement agencies, search for and apprehend dangerous felons and fugitives who are located in the jurisdictions of the participating agencies. Two officers are assigned part-time to this organization which has been instrumental in the apprehension of Kent area fugitives. This year the task force officers arrested 27 subjects with Kent PD warrants. Officers also participated in six (6) Portage County Warrant sweeps with a team dedicated specifically to the city of Kent. In addition, 36 people wanted by other jurisdictions were sought in the Kent area, and 58 people sought by the Marshals this year had prior contact with KPD.

TERRORISM LIAISON OFFICER. Ohio Homeland Security has adopted a TLO Program that establishes a baseline intelligence capability throughout the State, utilizing existing law enforcement resources. The TLO serves as our county-wide point of contact in terrorism related information and intelligence. The TLO serves as a liaison to all other law enforcement, Fire and EMS in providing information and guidance to local officials and acts as the Point of Contact (POC) for homeland security information. We have one officer dedicated to this program part-time. Our officer attended four meetings and an annual conference to discuss Human Trafficking, behavior detection, Northeast Ohio Regional Scrap Theft and regional crime trends. The officer also initiated "Communities against Terrorism Program", to provide any applicable business in Kent a poster regarding suspicious information to report that may apply to their specific entity.

PORTAGE COUNTY DRUG TASK FORCE. Under the direction of the Portage County Sheriff, this multi-jurisdictional agency investigates and apprehends offenders involved in the trafficking, distribution, and possession of illegal drugs within the communities of participating agencies. Membership includes the Portage County Sheriff's Office, the Portage County Prosecutor's Office, and the Kent, Aurora, Ravenna, Streetsboro, DEA, Windham, and Garrettsville police departments. Each agency has at least one (1) full time officer assigned to the Task Force.

METRO SWAT. This highly trained, professional multi-jurisdictional special weapons team responds to incidents within the jurisdictions of participating members that require special weapons and tactics to deal with riotous activity, large crowd control, barricaded suspects, the execution of drug warrants, arrest of dangerous felons, and the rescue of hostages or endangered persons. The organization is comprised of 18 Summit/ Portage County law enforcement agencies. The Kent community needed the assistance of Metro SWAT on two occasions in 2013. METRO SWAT is instrumental during Kent's Halloween event each year and Spring parties.

K-9 PROGRAM The K-9 program greatly enhances uniformed patrol in the detection and apprehension of criminal offenders, locating missing persons and children, and provides better safety for officers in physical confrontations and dangerous situations. We currently have two allocated K-9 positions within the patrol division. K-9 teams are dedicated full time to the program as the dogs are housed and cared for by the officer 24 hours a day. In 2013, our two teams conducted a cumulative 20 tracks, 7 building searches, 1 area search, 39 narcotics sniffs, 1 article/evidence search, two suspect apprehensions, 2 demonstrations were conducted, mutual aid was offered 25 instances, 4 suspects were located, 14 arrests were affected and over 300 grams of drugs were located. One K-9 team (both handler and dog)retired in June, another K-9 handler has been selected and will receive training in March of 2014 shortly after a dog has been selected and purchased.

PHARMACEUTICAL DRUG COLLECTION BOX This program was begun late 2012 in cooperation from a grant through the Portage County Solid Waste Management(who provided the box) and after application and permission from the DEA(Drug Enforcement Agency). The program is designed to provide a collection box for the Kent community to easily dispose of unwanted or expired medication for safe disposal. A collection box is located at our parking lot for easy drop off. The program is managed by detective bureau personnel. In 2013, 91 pounds of medications were collected anonymously to the collection box.

JUVENILE UNIT'S DIVERSION PROGRAM. Under the direction of Juvenile Counselor Jeff Langstaff, the Diversion Program in 2012 processed 70 juveniles through the program. The program provides first time offenders with an alternative process from entering the county's juvenile justice system for a non-serious criminal offense.

The Juvenile Unit Diversion Program included the following activities in 2013:

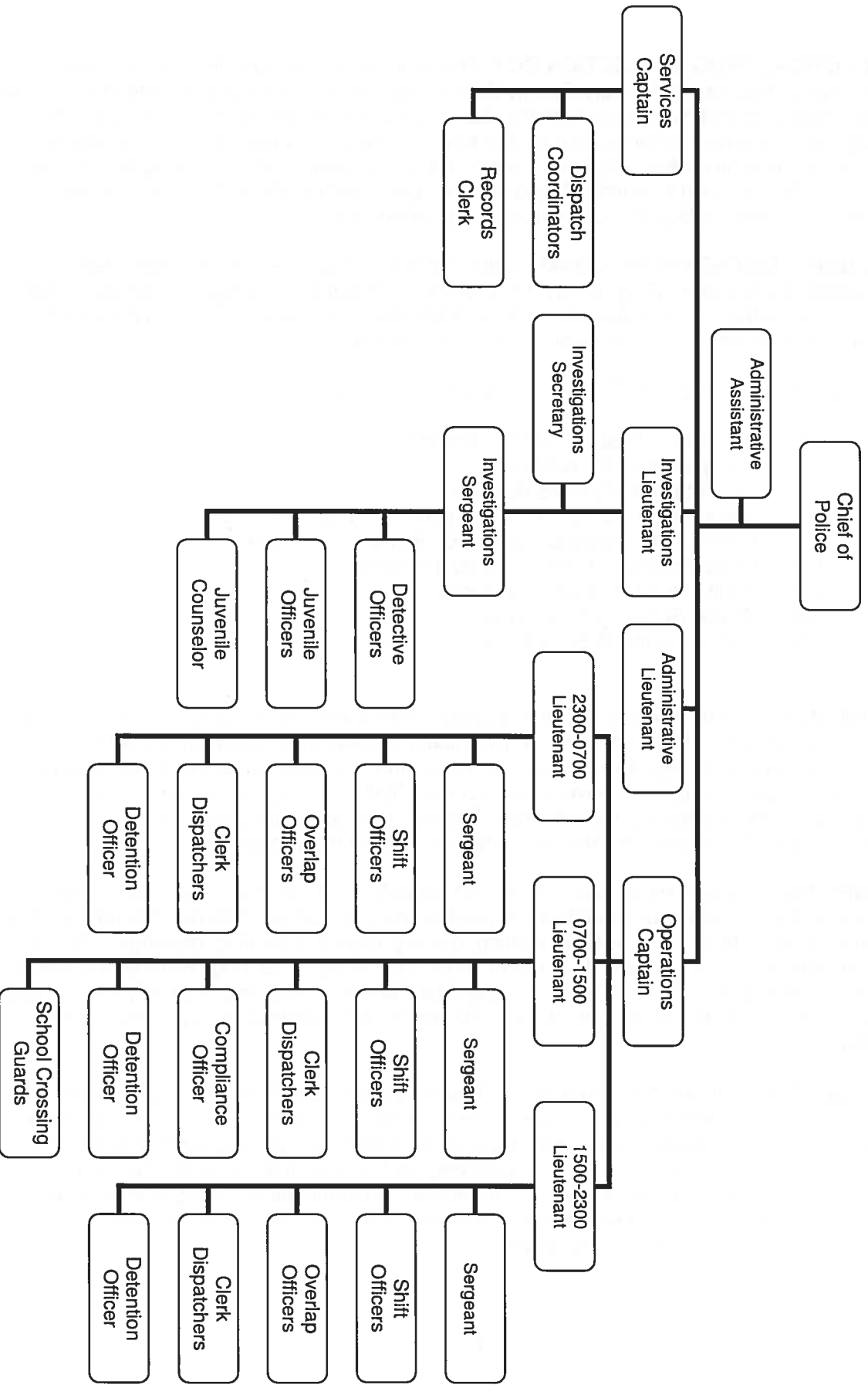
185	Mediation/ Problem-Solving Contacts
55	Drug/ Alcohol Interventions
175	Parental/ Family Consultations
9	Juveniles providing community service through the Diversion program. Community service averages 16-18 hours per juvenile.
150	Child/ Adolescent Mental Health Interventions
145	Adult Mental Health Interventions
20	Public Speaking Engagements
85	Internet Safety & Security Concern Issues

BICYCLE PATROL The bicycle patrol continues to be a tool used in community policing efforts and in crime prevention. There are currently 15 Officers trained in the utilization of the Police Bicycle and are encouraged to ride bicycles when staffing allows and are often an assigned position in CDBG patrols. We have found that it is effective during civil demonstrations and activities to include parades, Kent Heritage Festival, road races and public safety presentations. There are five Police Mountain Bicycles in this program.

DOG KENNEL The city Dog Kennel operates at 1220 Mogadore Rd. The Kennel is maintained by Kent Police personnel, but primarily the Animal Compliance Officer. The new kennel has three secure indoor/outdoor runs, heating, lighting, running water and sanitary drainage. The kennel can accommodate up to 6 (six) dogs at any given time. In 2013, 79 dogs were impounded, 57 were returned to their owner, 13 were adopted back into the community and only 9 (nine) were taken to the county dog pound. In 2013, KPD personnel responded to 431 animal complaints in total.

CITIZENS POLICE ACADEMY The third Citizens Police Academy was held in the spring and consisted of a 12 week course involving an array of law enforcement topics. Students were instructed in patrol tactics, investigation techniques, police equipment and participated in a ride-along to name a few. 18 Kent area residents participated in the program meant to educate and garner community relations and debunk common misperceptions about police work. This program was well received and is slated for a fourth class in 2014. This program was funded by a JAG Recovery Act Grant.

DEPARTMENT ORGANIZATIONAL STRUCTURE



ADMINISTRATIVE RESPONSIBILITIES

CHIEF OF POLICE

SERVICES CAPTAIN

Record Management
Communications
Information Management
CAD System Operations
Inventory
Equipment
Physical Facility
Dispatch Coordination
Dispatch Training
Dispatch Scheduling
Performance Reports

OPERATIONS CAPTAIN

Patrol Operations
Personnel Reports
Patrol Scheduling
Personnel Complaints
Operations Coordination
Patrol Officer Training
Jail Operations
K-9 Operations
Bike Patrol Operations
Performance Reports
Special Events

ADMINISTRATIVE LIEUTENANT

Crime Prevention
Planning & Research
Training & Records
Special Projects
Late Night Sales
Alarm Registry
Background Investigations
Neighborhood Liaison
Citizen Police Academy
Nuisance Ordinance
News Media Liaison
Salvage Titles

INVESTIGATIONS LIEUTENANT

General Investigations
Special Investigations
Evidence Examination
Evidence Storage
Juvenile Programs
Drug Task Force Member
Federal & State Agency Liaison
Felony Offense Oversight
Major Crime Coordinator
Performance Reports

2013 TRAINING SUMMARY

Training is an integral part of establishing high professional standards within all organizations. The Kent Police Department is committed to providing the highest level of training, within financial constraints, for all components of the organization. This commitment is accomplished by using internal (in-service) and external training resources to provide advanced training, career development opportunities, and specialized training related to new law enforcement technology.

In-Service Training:

In-Service training was provided to all members of the department throughout the year. Much of this training was conducted through daily Roll Call training. Areas of Roll Call training include: review of department rules, policies, procedures; changes in state law and local ordinances; court rulings and decisions; community policing techniques; homeland security; officer survival; investigation techniques; firearm related issues; crime prevention concepts; and many other job-related subjects.

- The police department also provided formalized and structured in-service training to police personnel. These training sessions were presented by state certified staff and department members in subject matters related to their fields of expertise. The 2013 in-service training included: Firearm training and certification for side arms, shotguns and patrol rifles.
- Less-than-lethal weapon training, use of force decision-making and documentation.
- Breath alcohol testing certification; electronic speed measuring devices and hazard communications

External Training:

External or outside training needs are met by sending personnel to specialized training academies, seminars, and workshops. These resources include both the private and public sector. Training needs are reviewed and determined for all components of the organization. The primary components are: administration, supervision/ management, investigations, records & dispatch, and patrol. The following courses represent specialized training members attended outside of the Department.

ADMINISTRATION: Volunteers in police service programs, Ohio Public Records, Public Safety Media Relations, CLEE (Certified Law Enforcement Executive), Labor Law and Labor Arbitration, Management of multi-fatality crime scenes, pepperball master instructor.

SUPERVISION & MANAGEMENT: Jail facility communications and technology, Bomb Incidents, Incident response to terrorists bombings, Basic and beyond, suicide prevention for correctional staff, Jail Inspection Training, Absenteeism control and tracking system, Management of multi-facility crime scenes Recognizing and handling substance abuse in law enforcement, Traffic incident management, S.T.E.P.(Supervisor Training Education Program), Police Executive Leadership College, Public Safety Media Relations

INVESTIGATIONS- Management of multi-fatality crime scenes, writing search warrants and affidavits for social media and electronic crime cases, Investigating strategies for missing and abducted children, Basic clandestine laboratory safety cell phone and mobile digital media, Introduction to death scene investigation, Investigation and prosecution of online child exploitation cases, Evidence Technician, Indoor marijuana

grow, crime and death scene investigation, Unsolved homicide investigative strategies and resources,

RECORDS, DISPATCH, CIVILIAN PERSONNEL. Social media marketing conference, Active shooter/active threat in public places, Psychotropic medications and kids: questions to ask, Ethics, boundaries, and personal responsibility, Clinical application of emotional intelligence in supervision, Understanding evidence for suicide prevention, Revisions and implications related to PTSD, The brain fix: Using nutrition and neuroscience in Recovery, Non emergency call handling, Post-traumatic disorders in persons with serious mental illness, Social media's impact on crisis communications: Real world insights, Living with wildlife and resolving conflict in Ohio, Hazard communications basics, Reducing hospital re-admissions, Geriatric suicide,

PATROL- Female enforcers: advanced mental , physical and tactical skills, Street smart, Police pistol combatives, BAC Datamaster, Advanced roadside interview techniques, Introduction to police photography, arresting communication - essential interaction skills for law enforcement, Patrol related canine unit evaluation, Traffic collision investigations level 1, Canine seminar, Valor training, OTOA Conference, License plate reader training, Pepperball instructor class, Taser instructor, Darkness to light-Stewards of children, Basic photography, Reid technique for interview and interrogation, bulletproof mind, Camp Perry sniper training and Introduction to death scene investigation.



EMPLOYEE RECOGNITION

SUPERVISOR OF THE YEAR

Capt. Paul Canfield

OFFICER OF THE YEAR

Off. Joseph Hadaway

CIVILIAN OF THE YEAR

Tanya Bzdil

SPECIAL COMMENDATION

Off. Jared Bowen

OVI OFFICER OF THE YEAR

Off. Dominic Poe

DUTY SERVICE

Lt. Ed Wheeler

FIREARM EXCELLENCE

Off. Benjamin Darrah

Off. John Gormsen

Off. Ryan Gaydosh

FITNESS EXCELLENCE

Det. Karen Travis

Det. Paul Fafrak

PERFECT WORK ATTENDANCE

Captain Paul Canfield

Lt. Jennifer Ennemoser

Sgt. Richard Soika

Sgt. Nicholas Shearer

Det. Michael Domer

Off. Dominic Poe

Off. Joshua Nelson

Tanya Bzdil



EMPLOYEE RECOGNITION

35 YEAR SERVICE RIBBON

Jeffry Langstaff

25 YEAR SERVICE RIBBON

Capt. James Cole
Off. Michael Fleming

15 YEAR SERVICE RIBBON

Sgt. Richard Soika

10 YEAR SERVICE RIBBON

Off. John Gormsen
Disp. Rebecca Schneider

5 YEAR SERVICE RIBBON

Sgt. Nicholas Shearer
Off. Sarah Berkey
Det. David Marino
Off. Nicole Lipcsey

RETIREMENTS

Det. Bruce Bassett
Off. Martin Gilliland
Det. Mark DiJerome
Lt. Donald Brown

PROMOTIONS

Lt. Michael Lewis
Sgt. Nicholas Shearer
Disp. Crystal Bower
Disp. Dena Campbell

NEW FULL TIME HIRES

Off. Adam Obert
Off. Kyle Auckland
Off. Neal Hilbruner

RESIGNATIONS

Disp. Megan Matthews
Off. Adam Obert

KENT POLICE - KENT STATE UNIVERSITY PARTNERSHIPS

The Kent Police and the Kent State University enjoy a cooperative working relationship which has proven to be mutually beneficial. Although this relationship has always existed, new initiatives and joint ventures are always investigated to improve the quality of service to the Kent and Kent State University communities.

Special Events - There are several special events that require KSU PD's assistance and cooperation to ensure a safe and tactically sound operation. The end of KSU's spring semester sparks many college age residential area events such as "*Collegefest*", "*Drinkin' on Lincoln*" and "*Shermania*". These unsanctioned block parties are advertised and attended by college age participants that often result in riotous activities. A heavy police presence is needed to quell these events and which KSUPD and KSU Administrators are heavily relied on for assistance. Halloween has also proven to be an unsanctioned event that continues to swell and sprawl within the city. We have received continued support from KSUPD when planning and staffing our police response.

Other special events include sanctioned parades and road races that involve dual areas of responsibility and jurisdiction. Many of these events cater to the Kent State student population such as the *Homecoming Parade*, *Bowman Cup 5K Race*, and *The Black Squirrel 5K Race*.

Training Opportunities - Our department and KSUPD have been training together for years on various disciplines and enforcement tactics. This year we had the opportunity to have our officers co-train in high risk traffic stops and active shooter scenarios.

Joint Patrol District - This department and the Kent State University PD have mutual enforcement districts which are student populated areas within the city that also incorporate University owned properties. These areas include the Crain to Main triangle North of campus and the Lincoln, Summit, Depeyster, Main St. square to the West of campus. An agreement allows KSUPD officers to patrol, initiate enforcement and report incidents in these areas without involving or initiating mutual aid first. This initiative assists our department by allowing campus officers freedoms within these districts thus infusing officers into these populated areas. It is mutually beneficial to KSUPD to be responsive and responsible to their students and property directly.

City of Kent and Kent State University Community Meetings - Police Administrators contribute to these Town/Gown meetings which are held monthly. These meetings involving KSU and Kent City administrators are meant to ensure cooperative working relationships and to maintain/improve town and gown relationships.

C.A.D. and R.M.S. (Computer Aided Dispatch and Records Management System)
KPD and KSUPD collaborate in several ways in the areas of communications infrastructure, dispatch services and records management. For over thirty years, both departments have dispatched police services on a shared VHF radio frequency. Each department owns and maintains interconnected portions of the same two-way radio system that provides radio and emergency warning siren coverage over the entire city. Kent PD also dispatches Kent FD for fire and EMS services on campus as well. Since 2006, Kent PD has also shared KSU PD's computer-aided dispatch and records management platforms as well. This shared software

platform allows officers from both departments instant access to the activity and databases of the other department via their dispatch centers, and desktop and vehicle mounted computers. The shared platform also allows either dispatch center to serve as a fully capable emergency backup for the other, should one suffer a catastrophic failure or natural disaster. These two shared systems have promoted further collaborations which include KSUPD monitoring burglar and fire alarm systems citywide via their certified central station, and a current effort toward a common set of standardized training and certification programs.

Parking Ticket Summary

Status	2013		2012		Difference	
	Total	Dollars	Total	Dollars	Total	Dollars
					-	-
CITATION ENTERED	1315	26910.00	2,560	49,560	1,245	22,650
E CITATION ENTERED	2180	37965.00	5	100	2,175	37,865
Total Citations Entered:	3495	64875.00	2,565	49,660	930	15,215
VOIDED CITATION	180	3890.00	0	0.00	180	3,890
Net Entered Citations:	3315	60985.00	2,565	49,660	750	11,325
FIRST LATE FEE ADDED	2089	20890.00	1,439	14,390	650	6,500
SECOND LATE FEE ADDED	1256	31880.00	990	25,245	266	6,635
Total Late Fees:	3345	52770.00	2,429	39,635	916	13,135
NSF CHECK FEES ADDED	0	0.00	4	15	-4	-15
Total Entered and Fees added:		113755.00	0	89,310	0	24,445
PARTIAL PYMT RCVD	123	2140.00	31	445	92	1,695
NORMAL FULL PAYMENT	1708	43173.00	2,214	50,119	-506	-6,946
WEB PAYMENT	1303	37115.00	233	5,705	1,070	31,410
DMV COLLECTED PAYMENT	0	0.00	0	0	0	0
Total Payments:	3134	82428.00	2,478	56,269	656	26,159
PAYMENT REVERSAL	3	-95.00	2	-40	1	-55
REFUND	1	-35.00	2	-25	-1	-10
Net Receipts:		82298.00	0	56,204	0	26,094
PARTIALLY DISMISSED	389	6250.00	703	23,546	-314	17,296
DISMISSED CITATION	145	5965.00	188	6,546	-43	-581
Total Dismissals:	534	12215.00	891	30,092	-357	17,877
ADMIN REVIEW UPHELD	48	1030.00				
ADMIN PARTIAL DISMISS	42	220.00				
ADMIN REVIEW DISMISSED	77	2045.00				
Total Reviews:	160	3295.00				
DMV R/O INQUIRY SENT	4029					
DMV R/O INQUIRY RCVD	2062					
R/O INQUIRY REJECT	9					
LATE NOTICE SENT	1568					
2ND NOTICE SENT	1939					

GENERAL OPERATIONAL DATA

	<u>2012</u>	<u>2013</u>	% (+-)
Personnel Employed	64	64	-----
Calls for Service	19,680	18,062	-8.22%
Fire Department Calls	4,142	4,011	-3.16%
Ambulance Calls	3,087	3,185	3.17%
Fire Calls	1,027	760	-26.00%
Voided Run Numbers	28	66	135.71%
Arrests, Total	2,391	2,102	-12.09%
Juvenile Arrests	168	126	-25.00%
OVI Arrests	277	205	-25.99%
Traffic Citations	3,393	2,576	-24.08%
Parking Tickets	2,546	3,492	37.16%

TRAFFIC ACCIDENT INFORMATION

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Total Accident Complaints	839	856	843	861
Property Damage Accidents	526	540	531	565
Injury Accidents	114	125	125	88
Hit-Skip Accidents	52	57	40	45
Private Property Accidents	147	134	147	163
OVI Related Accidents	13	27	29	20
Pedestrian Accidents	9	13	17	10
Pedestrian Fatalities	0	0	1	0
Fatal Accidents	0	0	1	0
Fatalities	0	0	1	0

CRIME TRENDS AND CLEARANCES
MAJOR EIGHT CRIMES

	<u>2012</u>	<u>2013</u>	<u>TREND</u>	<u>CLEARED</u>	<u>%CLEARED</u>
Criminal Homicide	1	1	0.00%	1	100.00%
Rape	7	5	-28.577%	1	20.00%
Robbery	18	24	33.33%	9	37.50%
Assault, Total	279	260	-6.81%	199	76.54%
Aggravated	37	25	-32.43%	16	64.00%
Not Aggravated	242	235	-2.89%	183	77.87%
Burglary	168	134	-20.24%	17	12.69%
Larceny	450	511	13.56%	74	14.48%
Auto Theft	18	16	-11.11%	7	43.75%
Arson	10	4	-60.00%	1	25.00%
Total	951	955	0.42%	309	32.36%

CITY OF KENT 10 YEAR CRIME INDEX AND STATISTICS

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Murder	2	0	0	0	0	1	1	2	1	1
Rape	10	12	8	7	7	12	8	6	7	5
Robbery	15	19	24	11	20	15	9	17	18	24
Assault	264	248	258	275	270	263	217	235	279	260
Burglary	128	201	179	186	165	129	156	146	168	134
Larceny	546	571	596	478	436	431	451	472	450	511
Auto Theft	53	62	30	33	38	28	24	32	18	16
Arson	56	67	47	45	39	32	19	16	10	4
Crime Index	1115	1180	1142	1035	975	911	885	926	951	955
Clearance Rate %	33.0	31.36	32.31	24.35	21.13	30.85	28.59	31.75	33.44	32.36
Domestic Violence Arrests	74	89	79	71	83	82	98	106	101	98
Accidents	1071	949	885	840	797	818	839	856	843	861
Injury	165	149	127	101	125	109	114	125	125	88
Fatal	3	1	2	0	0	0	0	0	1	0
Arrests	2285	1977	2354	2376	2615	2440	2110	2066	2391	2102
Juvenile Arrests	187	131	184	181	208	217	186	208	168	126
OVI Arrests	436	341	364	253	306	302	214	237	277	205
Citations	4878	3817	3071	3380	3669	3554	3247	2841	3393	2576
Calls	25041	21284	19491	19937	21674	21765	20669	19470	19680	18062

ENFORCEMENT STATISTICS

	TRAFFIC CITATIONS	OVI	ARRESTS
Chief Lee			
Captain Cole			
Captain Canfield			
Lt. Treharn			10
Lt. Prusha	1		12
Lt. Wheeler	42	9	60
Lt. Jen Ennemoser	4		
Sgt. Lewis	40		15
Sgt. Soika			22
Sgt. Short	52	4	71
Sgt. Jim Ennemoser	36	10	40
Sgt. Shearer	224	4	49
Ptl. Fleming	89		44
Ptl. Travis			
Ptl. Glass	54		24
Ptl. Stirm	48		35
Ptl. Harris	45	10	52
Ptl. Fafrak			6
Ptl. Schlosser	125	6	64
Ptl. Dreger	39	1	21
Ptl. Romanoski	72	9	99
Ptl. Jacobs			9
Ptl. Darrah	40	12	62
Ptl. Cole	70		30
Ptl. Gormsen	51	3	18
Ptl. Fuller	147	1	44
Ptl. Domer			
Ptl. Poe	107	37	190
Ptl. Butcher	137		42
Ptl. Berkey	57	6	110
Ptl. Marino	50	4	35
Ptl. Lipcsey	86	2	64
Ptl. Gaydosh	113	24	165
Ptl. Bowen	244	18	229
Ptl. Hadaway	206	3	109
Ptl. Nelson	195	30	225
Ptl. Hilbruner	35	3	21
Ptl. Auckland	8	3	26
Other	5	1	11
Ptl. Bassett			
Lt. Brown			2
Ptl. Gilliland	134	3	5
Ptl. DJjerome			35
Ptl. Obert	20	2	46
Total	2576	205	2102

TRAFFIC CITATION TYPE

	CITATIONS	ADULT ARRESTS	JUVENILE ARRESTS
Child Restraint	34	7	
Driving Under Suspension	281	108	1
Equipment Violation	11	6	
Expired Plates	95	1	
Fail to Control	47	9	
Fail to Dim Headlight			
Fail to Display Proper Registration	59	16	
Fail to Yield	45	2	
Fictitious Plates	32	2	1
Flee and Elude			
Hit-Skip	19	7	
Improper Lane Use	126	50	
Improper Passing	16		
Improper/Prohibited Turn	82	7	
Left of Center		2	
Lighted Lights	18	18	1
Miscellaneous Moving	78	28	
Miscellaneous Non-Moving	75	34	
No Headlights	16	3	
No Operator's License	57	6	
No Seat Belt	68	6	
Operating a Vehicle Under the Influence	203	203	2
Peel and Squeal	1		
Physical Control	1		
Prohibited Parking	2	1	
Reckless Operation	11	4	
Red Light	77	1	
Speed / Assured Clear Distance	908	28	
Starting and Backing	43	1	
Stop Sign	104	13	
Traffic Control Device	46	7	
Weaving	11	1	
Wrong Way on a One Way	10	2	
TOTAL	2576	573	5

CALLS FOR SERVICE

911 Emergency Welfare Check.....	86
Abandoned Vehicle.....	2
Accident - Injury.....	46
Accident - Private Property.....	149
Accident - Property Damage.....	812
Accidental Damage.....	5
Alarms - Auto.....	29
Alarms - Intrusion.....	531
Alarms - Panic.....	30
Alcohol Violations.....	14
Animal Complaint.....	431
Assault.....	137
Assist Fire Department.....	193
Assist Motorist.....	13
Assist Other Agency.....	394
Auto Towed.....	38
Burglary.....	180
Child Abuse.....	3
Civil Dispute.....	13
Community Policing.....	220
Complaints, General.....	11
Criminal Damage.....	256
Criminal Mischief.....	31
Criminal Trespass.....	84
Custody Dispute.....	37
Disabled Vehicle.....	429
Disorderly Conduct.....	1415
DOA.....	12
Domestic Situations.....	493
Drug Offenses - Miscellaneous.....	98
Escort.....	7
Escort - Money.....	10
Fireworks.....	47
Forgery.....	7
Found Property.....	205
Fraud.....	54
Harassment.....	64
Hostile Actions.....	1
Informational.....	128
Juvenile Complaints.....	188
K9 Use.....	75
K9 Training.....	2
Larceny / Theft.....	631
Littering.....	3
Lost Property.....	63
Menacing.....	69
Message Delivery.....	29
Metro SWAT Assist.....	5

CALLS FOR SERVICE CONTINUED

Minor Complaint.....	2
Miscellaneous	641
Missing Person	38
Motor Vehicle Theft.....	40
Mutual Aid - Given	98
Mutual Aid – Received	1
Noise Complaint.....	460
Open Container.....	49
Open Door / Window.....	1
Parking Violation	263
Policy Violation.....	9
Premises Check.....	216
Property Disposal.....	3
Protection Order.....	42
Psychiatric Situation.....	126
Records Check	26
Recovered Property	2
Rider	21
Robbery	30
Roommate Dispute	14
Sex Offense	36
Speaking Engagement.....	27
Special Detail.....	461
Special Event – Basketball Game	4
Special Event - Football Game.....	5
Special Event - Halloween	9
Special Event – Spring Parties.....	9
Suicide Attempt.....	32
Suicide Threat.....	6
Suspicious Circumstances	113
Suspicious Event	843
Suspicious Person	262
Suspicious Vehicle.....	217
Telecommunication Harassment.....	82
Traffic Stop	5183
Unauthorized Use	12
Use of Force	87
Void / Unfounded	18
Warrant Service	423
Weapons Offenses	37
Welfare Check	338

ADULT ARRESTS

CRIMINAL OFFENSES	NUMBER
Abduction	4
Abusing Harmful Intoxicants	2
Aggravated Burglary	4
Aggravated Menacing	11
Aggravated Robbery	7
Aggravated Trespass	7
Animals Running At Large	15
Arson	1
Assault	45
Assault on Law Enforcement Officer	7
Assaulting Police Dog	4
Barking or Howling Dogs	2
Bench Warrant	1
Burglary	15
Carrying a Concealed Weapon	10
Complicity to Robbery	2
Contributing to Delinquency of a Minor	1
Criminal Damaging	31
Criminal Mischief	17
Criminal Simulation	1
Criminal Trespass	65
Cruelty to Animals	4
Discharge a Firearm near Cemetery	1
Discharge a Firearm within City Limits	12
Discharging Fireworks	2
Disorderly Conduct	319
Disrupting Public Service	4
Domestic Violence	75
Domestic Violence with a Prior	12
Driving Under the Influence	191
Drug Abuse	1
Endangering Children	1
Fail to Comply with Lawful Order of a Police Officer	39
Fail to Disclose Personal Information	4
Failure to Disperse from a Nuisance Party	1
Failure to Register a Motor Vehicle	1
Failure to Report a Crime	1
Falsification	22
Felon Registration	1
Felonious Assault	9
Forgery	13
Held for Other Agency	9
Identity Theft	1
Illegal Conveyance of Weapon on School Premises	2
Illegal Conveyance of Weapons	1
Illegal Manufacture of Drugs	5
Illegal Possession of Chemicals to Manufacture Drugs	5

ADULT ARRESTS CONTINUED

CRIMINAL OFFENSES	NUMBER
Illegal Possession of Drug Documents	1
Illegal Use of Food Stamps	3
Impersonating a Peace Officer	1
Improper Transportation of a Firearm in a Vehicle	2
Insurance Fraud	1
Intimidation	1
Littering	5
Making False Alarms	2
Menacing	7
Menacing by Stalking	1
Misrepresentation	2
Misuse of Credit Card	5
Nuisance Party	28
Obstructing Justice	3
Obstructing Official Business	66
Open Container	19
Open Container in Motor Vehicle	11
Parental Education Neglect	6
Possess Cocaine	1
Possess Controlled Substance	39
Possess Criminal Tools	4
Possess Dangerous Drugs	6
Possess Drug Paraphernalia	102
Possess Drugs	23
Possess Heroin	10
Possess Marijuana	124
Possess Weapon under Disability	1
Prohibitions	215
Provide False Information to a Law Enforcement Officer	3
Public Indecency	2
Receiving Stolen Property	48
Resisting Arrest	9
Riot	1
Robbery	9
Soliciting without Permit	7
Tampering with Evidence	3
Taxicab License	1
Telecommunications Harassment	13
Theft	58
Theft from Elderly	2
Theft of Dangerous Drug	2
Theft of Motor Vehicle	2
Trafficking in Drugs	6
Unauthorized Use of Motor Vehicle	4
Unauthorized Use of Property	1
Unlawful Noise	167
Unlawful Restraint	1

ADULT ARRESTS CONTINUED

CRIMINAL OFFENSES	NUMBER
Vandalism	7
Violation of Protection Order	18
Warrant Fail to Appear	213
Warrant Fail to Pay Fines	1
Warrant Other Agency	169
Weapon under Disability	3
Wrongful Entrustment	1

JUVENILE ARRESTS

CRIMINAL CHARGES	NUMBER
Abduction	1
Aggravated Menacing	1
Assault	6
Assault on a Police Officer	2
Attempted Theft	1
Carrying Concealed Weapon	1
Criminal Damage	1
Criminal Trespass	3
Curfew	26
Disorderly Conduct	13
Domestic Violence	11
Felonious Assault	1
Gross Sexual Imposition	2
Making False Alarms	2
Misuse of Credit Card	2
Obstructing Official Business	5
Operating Motor Vehicle under the Influence	2
Possess Drug Paraphernalia	11
Possess Drugs	4
Possess Marijuana	9
Prohibitions	20
Rape	1
Receiving Stolen Property	2
Resisting Arrest	3
Theft	7
Unlawful Noise	1
Unruly	31
Warrant Other Agency	2

<u>CLASSIFICATION</u>	<u>DATA ENTRY</u>	<u>Number of Actual Offenses (Column 4 Return A)</u>	<u>Monetary Value of Property Stolen</u>
1. MURDER AND NONNEGLIGENT MANSLAUGHTER	12	1	\$0
2. RAPE	20	5	\$0
3. ROBBERY			
(a) HIGHWAY (streets, alleys, etc.)	31	3	\$185
(b) COMMERCIAL HOUSE (except c, d, and f)	32	4	\$420
(c) GAS OR SERVICE STATION	33	1	\$0
(d) CONVENIENCE STORE	34	1	\$0
(e) RESIDENCE (anywhere on premises)	35	4	\$3,520
(f) BANK	36		\$0
(g) MISCELLANEOUS	37	11	\$21,760
TOTAL ROBBERY		24	\$25,885
5. BURGLARY - BREAKING OR ENTERING			
(a) RESIDENCE (dwelling)			
(1) NIGHT (6 p.m. - 6 a.m.)	51	33	\$9,256
(2) DAY (6 a.m. - 6 p.m.)	52	37	\$41,629
(3) UNKNOWN	53	48	\$55,793
(b) NON-RESIDENCE (store, office, etc.)			
(1) NIGHT (6 p.m. - 6 a.m.)	54	5	\$535
(2) DAY (6 a.m. - 6 p.m.)	55	3	\$1,225
(3) UNKNOWN	56	8	\$2,650
TOTAL BURGLARY	50	134	\$111,088
6. LARCENY - THEFT (Except Motor Vehicle Theft)			
(a) \$200 AND OVER	61	250	\$290,006
(b) \$50 TO \$199 (c)	62	157	\$20,941
(c) UNDER \$50	63	104	\$2,809
TOTAL LARCENY (Same as Item 6x)	60	511	\$313,756
7. MOTOR VEHICLE THEFT (Include Alleged Joy Ride)	70	16	\$201,360
GRAND TOTAL - ALL ITEMS	77		\$652,089
ADDITIONAL ANALYSIS OF LARCENY AND MOTOR VEHICLE THEFT			
6x. NATURE OF LARCENIES UNDER ITEM 6			
(a) POCKET-PICKING	81	2	\$1,202
(b) PURSE-SNATCHING	82	1	\$420
(c) SHOPLIFTING	83	26	\$1,515
(d) FROM MOTOR VEHICLES (except e)	84	120	\$71,525
(e) MOTOR VEHICLE PARTS AND ACCESSORIES	85	28	\$10,956
(f) BICYCLES	86	34	\$7,176
(g) FROM BUILDING (except c and h)	87	110	\$115,711
(h) FROM ANY COIN-OPERATED MACHINES (parking meters, etc.)	88	5	\$450
(i) ALL OTHER	89	185	\$104,801
TOTAL LARCENIES (Same as Item 6)	80	511	\$313,756
7x. MOTOR VEHICLES RECOVERED			
(a) STOLEN LOCALLY AND RECOVERED LOCALLY	91	7	
(b) STOLEN LOCALLY AND RECOVERED BY OTHER JURISDICTIONS (c)	92	6	
TOTAL LOCALLY STOLEN MOTOR VEHICLES RECOVERED (a & b)	90	13	
(d) STOLEN IN OTHER JURISDICTIONS AND RECOVERED LOCALLY	93	5	

SUPPLEMENT TO RETURN A

1-706 (Rev. 3-8-06)
OMB No. 1110-0001
Expires 01-30-10

MONTHLY RETURN OF OFFENSES KNOWN TO THE POLICE

This report is authorized by law Title 28, Section 534, U.S. Code. Your cooperation in completing this form with the *Return A* will assist the FBI in compiling timely, comprehensive, and accurate data. Please submit this form monthly, by the seventh day after the close of the month, and any questions to the FBI, Criminal Justice Information Services Division, Attention: Uniform Crime Reports/Module E-3, 1000 Custer Hollow Road, Clarksburg, West Virginia 26306; telephone 304-625-4830, facsimile 304-625-3566. Under the Paperwork Reduction Act, you are not required to complete the form unless it contains a valid OMB control number. The form takes approximately 11 minutes to complete.

This form deals with the nature of crime and the monetary value of property stolen and recovered. The total offenses recorded on this form, page 2, should be the same as the number of actual offenses listed in Column 4 of the *Return A* for each crime class. Include attempted crimes on this form, but do not include unfounded offenses. If you cannot complete the report in all areas, please record as much information as is available. Tally sheets will be sent upon request.

PROPERTY BY TYPE AND VALUE			
Type of Property (1)	Data Entry	Monetary Value of Property Stolen in Your Jurisdiction	
		Stolen (2)	Recovered (3)
(A) Currency, Notes, Etc.	01	\$58,559	\$21,183
(B) Jewelry and Precious Metals	02	\$99,119	\$12,494
(C) Clothing and Furs	03	\$13,178	\$577
(D) Locally Stolen Motor Vehicles	04	\$232,795	\$192,780
(E) Office Equipment	05	\$17,679	\$500
(F) Televisions, Radios, Stereos, Etc.	06	\$103,014	\$6,643
(G) Firearms	07	\$8,039	\$912
(H) Household Goods	08	\$2,433	
(I) Consumable Goods	09	\$4,546	\$754
(J) Livestock	10		
(K) Miscellaneous	11	\$112,727	\$5,178
TOTAL	00	\$652,089	\$241,021

The total of this column should agree with the Grand Total (DATA ENTRY 77) shown on page 2.

Include in this column all property recovered even though stolen in prior months. The above is an accounting for only that property stolen in your jurisdiction. This will include property recovered for you by other jurisdictions, but not property you recover for them.

R Mosher
Prepared by

Clerk Dispatcher
Title

330.673.7732
Telephone Number

1/13/2014
Date

Michelle A Lee
Chief, Sheriff, Superintendent, or Commanding Officer

2013
Month and Year of Report

OH0670300
Agency Identifier

28904
Population

Kent Police Department Ohio
Agency and State

DO NOT USE THIS SPACE	
	INITIALS
RECORDED	
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RETURN A - MONTHLY RETURN OF OFFENSES KNOWN TO THE POLICE

1-720 (Rev. 3-08-06)

This report is authorized by law Title 28, Section 534, U.S. Code. Your cooperation in completing this form will assist the FBI, in compiling timely, comprehensive, and accurate data. Please submit this form monthly, by the seventh day after the close of the month, and any questions to the FBI, OMB No. 1110-0001 Expires 01-30-10 Criminal Justice Information Services Division, Attention: Uniform Crime Reports/Module E-3, 1000 Custer Hollow Road, Clarksburg, West Virginia 26306; telephone 304-625-4830, facsimile 304-625-3566. Under the Paperwork Reduction Act, you are not required to complete this form unless it contains a valid OMB control number. The form takes approximately 10 minutes to complete. Instructions for preparing the form appear on the reverse side.

CLASSIFICATION OF OFFENSES	DATA ENTRY	2 OFFENSES REPORTED OR KNOWN TO POLICE (INCLUDE "UNFOUNDED" AND ATTEMPTS)	3 UNFOUNDED, I.E., FALSE OR BASELESS COMPLAINTS	4 NUMBER OF ACTUAL OFFENSES (COLUMN 2 MINUS COLUMN 3) (INCLUDE ATTEMPTS)	5 TOTAL OFFENSES CLEARED BY ARREST OR EXCEPTIONAL MEANS (INCLUDES COL. 6)	6 NUMBER OF CLEARANCES INVOLVING ONLY PERSONS UNDER 18 YEARS OF AGE
1. CRIMINAL HOMICIDE						
a. MURDER & NONNEGLIGENT HOMICIDE (Score attempts as aggravated assault) If homicide reported submit Supplementary Homicide Report	11			0		
b. MANSLAUGHTER BY NEGLIGENCE	12	1	0	1	1	0
2. RAPE TOTAL	20	5	0	5	1	0
a. Rape	21	4	0	4	1	0
b. Attempt to Commit Rape	22	1	0	1	0	0
Historical Rape						0
3. ROBBERY TOTAL	30	25	1	24	9	0
a. Firearm	31	16		16	5	
b. Knife or Cutting Instrument	32	2	1	2	1	
c. Other Dangerous Weapon	33	1		1	1	
d. Strong Arm (Hands, Fists, Feet, Etc)	34	7		7	2	
4. ASSAULT TOTAL	40	260		260	199	19
a. Firearm	41	2		2		
b. Knife or Cutting Instrument	42	1		1	1	
c. Other Dangerous Weapon	43	5		5	3	
d. Hands, Fists, Feet, Etc- Aggravated Injury	44	17		17	12	1
e. Other Assaults – Simple, Not Aggravated	45	235		235	183	18
5. BURGLARY TOTAL	50	134		134	17	0
a. Forcible Entry	51	59		59	7	
b. Unlawful Entry – No Force	52	65		65	10	
c. Attempted Forcible Entry	53	10		10		
6. LARCENY – THEFT TOTAL	60	511		511	74	7
7. MOTOR VEHICLE THEFT TOTAL	70	16		16	7	0
a. Autos	71	11		11	5	
b. Trucks and Busses	72	3		3	1	
c. Other Vehicles	77	2		2	1	
GRAND TOTAL		952	1	951	308	26

CHECKING ANY OF THE APPROPRIATE BLOCKS BELOW WILL ELIMINATE YOUR NEED TO SUBMIT REPORTS WHEN THE VALUES ARE ZERO. THIS WILL ALSO AID THE NATIONAL PROGRAM IN ITS QUALITY CONTROL EFFORTS.

<input type="checkbox"/> NO SUPPLEMENTARY HOMICIDE REPORT SUBMITTED SINCE NO MURDERS, JUSTIFIABLE HOMICIDES, OR MANSLAUGHTERS BY NEGLIGENCE OCCURRED IN THIS JURISDICTION DURING THE MONTH.	<input checked="" type="checkbox"/> NO AGE, SEX, AND RACE OF PERSONS ARRESTED UNDER 18 YEARS OF AGE REPORT SINCE NO ARRESTS OF PERSONS WITHIN THIS AGE GROUP.	DO NOT USE THIS SPACE INITIALS <table border="1" style="width: 100%; height: 100%; border-collapse: collapse;"> <tr><td>RECORDED</td><td></td></tr> <tr><td>EDITED</td><td></td></tr> <tr><td>ENTERED</td><td></td></tr> <tr><td>ADJUSTED</td><td></td></tr> <tr><td>CORRES</td><td></td></tr> </table>	RECORDED		EDITED		ENTERED		ADJUSTED		CORRES	
RECORDED												
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CORRES												
<input type="checkbox"/> NO SUPPLEMENT TO RETURN A REPORT SINCE NO CRIME OFFENSES OR RECOVERY OF PROPERTY REPORTED DURING THE MONTH.	<input checked="" type="checkbox"/> NO AGE, SEX, AND RACE OF PERSONS ARRESTED 18 YEARS OF AGE AND OVER REPORT SINCE NO ARREST OF PERSONS WITHIN THIS AGE GROUP.											
<input type="checkbox"/> NO LAW ENFORCEMENT OFFICERS KILLED OR ASSAULTED REPORT SINCE NONE OF THE OFFICERS WERE ASSAULTED OR KILLED DURING THE MONTH.	<input type="checkbox"/> NO MONTHLY RETURN OF ARSON OFFENSES KNOWN TO LAW ENFORCEMENT REPORT SINCE NO ARSONS OCCURRED.											

Yearly 2013
Month and Year of Report

OH0670300
Agency Identifier

28904
Population

R Mosher
Prepared by
330.673.7732
Telephone Number

Clerk Dispatcher
Title
1/13/2014
Date

Kent Police Department Ohio
Agency and State

Michelle A Lee, Chief
Chief, Sheriff, Superintendent, or Commanding Officer

MONTHLY RETURN OF ARSON OFFENSES KNOWN TO LAW ENFORCEMENT

This form is authorized by law Title 28, Section 534, U.S. Code, and the enactment of the fiscal year 1979, Department of Justice Authorization Bill S. 3151. Your cooperation in completing this form to report all monthly incidents of arson, will assist the FBI in compiling timely, comprehensive, and accurate data. Please submit this form and any questions to the FBI, Criminal Justice Information Services Division, Attention: Uniform Crime Reports/Module E-3, 1000 Custer Hollow Road, Clarksburg, West Virginia 26306; telephone 304-625-4830, facsimile 304-625-3566. Under the Paperwork Reduction Act, you are not required to complete this form unless it contains a valid OMB control number. This form takes approximately 9 minutes to complete. Instructions appear on reverse side.

1-725 (Rev. 08-08-08)
OMB No. 1110-0008
Expires 03-31-12

PROPERTY CLASSIFICATION	1	2	3	4	5	6	7	8
	Offenses Reported or Known to Police (Include Unfounded)	Unfounded, i.e., False or Baseless Complaints	Number of Actual Offenses (Column 2 Minus Column 3)	Total Offenses Cleared by Arrest or Exceptional Means (Include Column 6)	Number of Clearances Involving Only Persons Under 18 Years of Age	Offenses Where Structures Uninhabited, Abandoned, or not Normally in Use	Estimated Value of Property Damage	
A. Single Occupancy Residential: Houses, Townhouses, Duplexes, etc.				0				
B. Other Residential: Apartments, Tenements, Flats, Hotels, Motels, Inns, Dormitories, Boarding Houses, etc.				0				
C. Storage: Barns, Garages, Warehouses, etc.			0					
D. Industrial/Manufacturing			1				\$2,000	
E. Other Commercial: Stores, Restaurants, Offices, etc.	1		0					
F. Community/Public: Churches, Jails, Schools, Colleges, Hospitals, etc.			0					
G. All Other Structure: Out Buildings, Monuments, Buildings Under Construction, etc.			0					
TOTAL STRUCTURE	1	0	1	0	0	0	\$2,000	
H. Motor Vehicles: Automobiles, Trucks, Buses, Motorcycles, etc.:			1	1			\$1,000	
O. UCR Definition	1							
B. I. Other Mobile Property: Trailers, Recreational Vehicles, Airplanes, Boats, etc.			0					
L. TOTAL MOBILE	1	0	1	1	0	0	\$1,000	
E. J. TOTAL OTHER: Crops, Timber, Fences, Signs, etc.	2		2				\$1,100	
GRAND TOTAL	4	0	4	1	0	0	\$4,100	

OH0670300
Agency Identifier
Kent Police Department
Agency

Michelle A Lee
Chief, Commissioner, Sheriff, or Superintendent

DO NOT WRITE HERE
Recorded
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R Mosher / 330.673.7732 / mosher@kent-ohio.org
Prepared by/Telephone number/Email address

LAW ENFORCEMENT OFFICERS KILLED OR ASSAULTED

This report is authorized by law Title 28, Section 534, U.S. Code. Even though you are not required to respond, your cooperation in using this form to report the number of your officers who were killed or assaulted in the line of duty during the month will assist the FBI in compiling timely, comprehensive, and accurate data. Please submit this report, by the seventh day after the close of the month, and any questions to the FBI, Criminal Justice Information Services Division, Attention: Uniform Crime Reports/Module E-3, 1000 Custer Hollow Road, Clarksburg, West Virginia 26306; telephone 304-625-4830; facsimile 304-625-3566. Under the Paperwork Reduction Act, you are not required to complete this form unless it contains a valid OMB control number. The form takes approximately 7 minutes to complete. Instructions for preparing the form are on the reverse side. Additional information on officers who were assaulted and injured with a firearm or a knife or other cutting instrument will be requested on a separate questionnaire, *Analysis of Law Enforcement Officers Killed and Assaulted*.

OFFICERS KILLED	
Number of your law enforcement officers killed in the line of duty this month.	By felonious act <u>0</u>
	By accident or negligence <u>0</u>

OFFICERS ASSAULTED (Do not include officers killed) - See other side for instructions.

Type of activity	Total assaults by weapon A	Type of weapon				Two-officer vehicle F	Type of assignment						Officer assaults cleared M
		Firearm B	Knife or other cutting instrument C	Other dangerous weapon D	Hands, fists, feet, etc. E		One-officer vehicle		Detective or special assign.		Other		
							Alone G	Assisted H	Alone I	Assisted J	Alone K	Assisted L	
1. Responding to disturbance calls (family quarrels, person with firearm, etc.)	1				1		1						1
2. Burglaries in progress or pursuing burglary suspects	0												
3. Robberies in progress or pursuing robbery suspects	0												
4. Attempting other arrests	1				1		1						1
5. Civil disorder (riot, mass disobedience, etc.)	0												
6. Handling, transporting, custody of prisoners	1				1		1						1
7. Investigating suspicious persons or circumstances	0												
8. Ambush - no warning	0												
9. Handling persons with mental illness	1				1		1						1
10. Traffic pursuits and stops	0												
11. All other	0												
12. TOTAL (1-11)	4	0	0	0	4	0	1	3	0	0	0	0	4
13. Number with personal injury*	0												
14. Number without personal injury	4				4								

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Recorded	Initials
Edited	
Entered	
Verified	
Adjusted	

		12:01	2:00	4:00	6:00	8:00	10:00	12:00
15. Time of assaults	AM	1	1					
	PM	1			1			

<u>2013</u> Month and Year	<u>OH0670300</u> Agency Identifier	<u>R Mosher / mosher@kent-ohio.org</u> Prepared by / E-mail address	<u>Clerk Dispatcher</u> Title
<u>Kent Police Department</u> Agency	<u>Ohio</u> State	<u>Michelle A Lee</u> Chief, Sheriff, Superintendent, Commanding Officer	

*If the officer was injured with a firearm (13B) or a knife or other cutting instrument (13C), please complete the block on the reverse side and include your agency's incident or case number(s). This information is only for your agency's use to assist in referencing the incident once the above-mentioned questionnaire is forwarded to you for completion.



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: February 27, 2014

TO: Dave Ruller, City Manager

FROM: Bridget Susel, Community Development Director

RE: 2014 Community Reinvestment Area Housing Council Meeting and Tax Incentive Review Council Meeting Summary Report

Businesses that receive real property tax exemptions through the City's Community Reinvestment Area I and Area II (CRA) programs are subject to an annual review by the Community Reinvestment Area (CRA) Housing Council and the Tax Incentive Review Council (TIRC) to determine if the amount invested in capital improvements, reported annual payroll and number of employees aligns with the commitment levels identified at the start of the project. The City's Tax Increment Financing (TIF) agreement is also subject to an annual review by the TIRC.

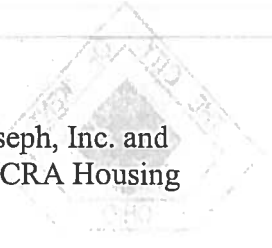
The following is a summary of the agreements reviewed by the CRA Housing Council on February 19, 2014:

CRA I Agreements

Smithers Oasis	\$6,000,000 project investment	Active
American Coupler System (ACS)	\$1,000,000 project investment	Active
West River Place , Phase II	\$339,749 project investment	Active
West River Place , Phase III	\$100,999 project investment	Active
West River Place , Phase IV	\$123,696 project investment	Active
ABC Landscaping	\$175,000 project investment	Active
RLB Phoenix Properties, LLC Acorn Alley I	\$4,955,921 project investment	Active
RLB Phoenix Properties, LLC Acorn Alley II (Phase I only)	\$6,060,000 project investment	Active
First Office Systems & Supplies, Inc. DBA M.O.M.S.	\$388,215 project investment	Pending

CRAII Agreements

Don Joseph, Inc.	\$3,124,429 project investment	Active
Record Publishing, LLC	\$5,143,924 project investment	Active



The CRA Housing Council's recommendations were for the continuation of the Don Joseph, Inc. and Record Publishing, LLC CRA II agreements. The CRA I agreements are not subject to CRA Housing Council action and are included in this summary for informational purposes only.

The Tax Incentive Review Council (TIRC) meeting was convened on February 21, 2014 and the following projects were reviewed:

Don Joseph, Inc.	\$3,124,429 project investment	Active
Record Publishing, LLC	\$5,143,924 project investment	Active
Tax Increment Financing (TIF) Agreement	\$18,526,000 total valuation as of 12.31/13, per Portage County Auditor	NOTE: Valuation based on percentage of project completed through the end of 2013 only

The TIRC recommendation was for continuation of the three (3) projects without any modification.

The 2013 information for all of the agreements reviewed by the CRA Housing Advisory Council and the TIRC will be submitted to the Ohio Development Services Agency (ODSA) by no later than March 31, 2014.

No Council action is required on the above listed projects because the recommendations were for continuation of all agreements without any modifications. If you or any members of Council have any questions concerning the annual review of the above listed agreements or need any additional information, please let me know.

Thank you.

CC: Dan Smith, Economic Development Director
2013 CRA, TIRC and TIF Annual Report Files



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

Date: February 26, 2014
To: Dave Ruller, City Manager
Cc: Bridget Susel, Community Development Director
Linda Jordan, Clerk of Council
FY2014 CDBG Consolidated Plan Annual Update File
From: Dan Morganti, Grants & Neighborhood Programs Coordinator
Re: FY 2014 CDBG Funding & Project Recommendations

The City is preparing its funding request for the FY 2014 Community Development Block Grant Program (CDBG). The funding request is submitted to the U.S. Department of Housing and Urban Development (HUD) on an annual basis and must include a list of proposed programs that will be implemented with CDBG funding. To date, the exact amount of the City's FY 2014 CDBG allocation has not been specified by HUD, but we anticipate receiving the same level of CDBG funding allocated to the City in FY 2013, which was \$277,275. A total of eight project proposals were received this year seeking CDBG funding assistance and the total amount of funding requested was \$350,740. Based on a review of all eight proposals and in consideration of all applicable CDBG regulatory requirements, staff is recommending Council approval of the following projects and allocation amounts for the FY 2014 CDBG program year:

1. City of Kent, Engineering Department – Pine Street Reconstruction Phase 2

This activity will provide funding to assist with the full depth reconstruction of Pine Street from Harris Street to Dodge Street. Concrete curb and gutter will be provided with new catch basins and new storm sewers to improve drainage along the roadway. The new storm sewer will be connected to existing storm sewers on two streets that open onto this section of Pine Street. Phase 1 (Pine Street from Cherry to Harris) was substantially completed in the fall of 2013. Phase 2 (Pine Street from Harris to Dodge) is scheduled to be constructed in 2015.

Funding Requested: \$116,000
FY2013 CDBG Funding: \$116,000

Funding Recommended: \$103,277

2. City of Kent, Parks & Recreation – Portage Hike & Bike Trail (SR 59 Segment) Design

This activity will provide funding to assist with the design costs associated with linking the Portage Hike and Bike Trail at Tannery Park with the KSU Esplanade and Downtown Kent. Design costs are an eligible CDBG expense, but overall eligibility is contingent upon actual construction of the project.

Funding Requested: \$45,000
FY2013 CDBG Funding: \$20,000

Funding Recommended: \$15,000

3. City of Kent, Police Department – Neighborhood Policing Program

This is the continuation of a program that CDBG funds have assisted for a number of years. The program provides additional patrols and police visibility in low-to-moderate income neighborhoods and in assisted housing complexes. Residents are also taught crime awareness and prevention as part of the program. Funding for this activity is counted toward the Public Service 15% funding limitation.

Funding Requested: \$24,000.00
FY2013 CDBG Funding: \$21,000.00

Funding Recommended: \$18,000

4. CAC of Portage County – Furnace Inspection & Targeted Replacement

The applicant is requesting funding from the CDBG program to continue its “Kent Furnace Inspection/Targeted Replacement Program” to provide services such as furnace inspection and tune-up, or if necessary, the replacement of failing or inefficient furnaces and/or hot water tanks to low-to-moderate-income Kent households.

Funding Requested: \$35,000
FY2013 CDBG Funding: \$35,000

Funding Recommended: \$35,000

5. Family & Community Services – Homeless Shelter Services

This is the continuation of an activity that has been funded in past years by the City. These services are provided at Miller Community House an emergency homeless shelter. Funding helps pay for shelter nights spent by Kent residents as well as case management, counseling, and housing placement. Funding for this activity is counted toward the Public Service 15% funding limitation.

Funding Requested: \$15,000
FY2013 CDBG Funding: \$15,000

Funding Recommended: \$15,000

6. Rebuilding Together – Safe at Home

This program proposes to provide home modifications, accessibility improvements and/or micro-repairs for low-to-moderate income elderly and/or disabled homeowners. Examples of repairs includes: installation of handrails, grab bars or stair tread and minor plumbing, electrical, or carpentry work.

Funding Requested: \$15,000
FY2013 CDBG Funding: \$0

Funding Recommended: \$0

7. Summit Medina Business Alliance (SBDC) – Microenterprise Development

This request would provide continued support of a Small Business Development Center for City of Kent residents. These programs provide counseling and technical assistance to low-to-moderate income Kent residents who are interested in entrepreneurship or have recently started their own business. SMBA is continuing the program that was previously administered by the Kent Regional Business Alliance during past years.

Funding Requested: \$15,000
FY2013 CDBG Funding: \$25,000

Funding Recommended: \$12,500

8. Coleman Professional Services – HVAC Replacement at Coleman Apartments

This project involves the replacement of 12 HVAC units at Coleman Apartments located at 600 First Avenue, which is owned and operated by Coleman Professional Services. The residents of the properties are either low or very low income. A total of 12 HVAC units would be replaced through this project (11 apartments and 1 community room).

Funding Requested: \$39,240.00
FY2013 CDBG Funding: \$0.00

Funding Recommended: \$30,000

9. City of Kent, Community Development – Administration

These funds are used to cover grant administration costs such as the cost of staff, supplies, advertising, postage, copying, travel costs for trainings, and other related costs. Funding for this activity is counted toward the Planning and Administration 20% funding limitation.

Funding Requested: \$27,500
FY2013 CDBG Funding: \$24,277

Funding Recommended: \$27,500

10. City of Kent, Community Development – Fair Housing

These funds will be used to cover the cost associated with the provision of fair housing services through Fair Housing Contact Services of Akron. The agency provides counseling in the areas of fair housing discrimination, landlord-tenant issues, investigates fair housing complaints, and provides a variety of public education and outreach services in the City. Funding for this activity is counted toward the Planning and Administration 20% funding limitation.

Funding Requested: \$19,000
FY2013 CDBG Funding: \$19,000

Funding Recommended: \$19,000

A spreadsheet summarizing the requested and recommended funding amounts has been attached for review. Copies of all submitted FY 2014 CDBG proposals also are available for review at the Community Development Department.

PY2014 Proposed CDBG Allocations (8/1/14 to 7/31/15)

Applicant	Project	CDBG Request	2014 Funding Recommended	Funds Awarded in PY2013
Engineering Department	Pine Street Reconstruction Phase 2	\$116,000	\$103,277	\$116,000
Parks & Recreation	Portage Hike & Bike Trail Design (SR 59 Segment)	\$45,000	\$15,000	\$20,000
Police Department	Neighborhood Policing Program	\$24,000	\$18,000	\$21,000
CAC of Portage County	Furnace Inspection/Targeted Replacement	\$35,000	\$35,000	\$35,000
Family & Community Services	Homeless Shelter Services	\$15,000	\$15,000	\$15,000
Rebuilding Together	Safe At Home Program	\$15,000	\$0	\$0
SMBA SBDC	Microenterprise Development	\$15,000	\$12,500	\$25,000
Coleman Professional Services	HVAC Replacement - Coleman Apartments	\$39,240	\$30,000	\$0
Community Development	Administration	\$27,500	\$27,500	\$24,277
Fair Hsg Contact Services	Fair Housing	\$19,000	\$19,000	\$19,000
TOTAL		\$350,740	\$275,277	
	Estimated 2014 Allocation:		\$275,277	
Public Service Cap (15%):		\$41,292	\$33,000	
Administration Cap (20%):		\$55,055	\$46,500	



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: February 26, 2014
TO: Dave Ruller, City Manager
FROM: Bridget Susel, Community Development Director *B.S.*
RE: Sublease Renewal: Haymaker Farmers' Market

The City of Kent leases the unimproved area on the west side of Franklin Avenue, just south of the Pufferbelly Restaurant paved parking area, in order to provide space for additional long-term parking in the downtown business district. Since 2012, the City has allowed the Haymaker Farmers' Market to sublease this area for use on Saturday's, from 8:00 a.m. to 1:00 p.m., during the period May 1st through October 31st.

I am respectfully requesting time at the March 5th Committee session to discuss this item with the members of Council and to request Council's authorization for the City to renew the sub-lease with the Haymaker Farmers' Market for the 2014 outdoor market season.

Please let me know if you need any additional information in order to add this item to the agenda.

Thank you.

Cc: Jim Silver, Law Director
Gene Roberts, Service Director
Linda Jordan, Clerk of Council

SUB-LAND LEASE

THIS SUB-LEASE, made this _____ day of _____, 2014, between THE CITY OF KENT, OHIO, whose address is 215 East Summit Street, Kent, Ohio 44240, hereinafter referred to as SUB-LESSOR, and HAYMAKER FARMERS' MARKET, whose address is 875 Vine Street, Kent, Ohio 44240, hereinafter referred to as SUB-LESSEE.

I. PREMISES

SUB-LESSOR does hereby lease unto SUB-LESSEE certain unimproved land, located in the City of Kent, Portage County, Ohio, hereinafter called "the premises," as shown on the map attached hereto and hereby made a part hereof, described as follows:

Being a rectangular parcel of land located north of Summit Street, west of Franklin Avenue and east of LESSOR's main line track containing an area of 0.168 acres, more or less as shown in green, attached hereto as Exhibit "A."

SUB-LESSOR currently leases the subject premises from Akron Barberton Cluster Railway Company (the ORIGINAL LESSOR) pursuant to a land lease agreement dated October 26, 2011, No. 35-04380.

II. TERMS AND CONDITIONS

In consideration of the covenants and agreements herein contained and other good and valuable consideration, and intending to be legally bound, it is agreed as follows:

1. **Use.** SUB-LESSEE shall use and occupy the premises solely for the purpose of a farmers' market held on Saturday morning (8:00 a.m. to 1:00 p.m.).
2. **Term and Rent.** To hold the demised premises for and during the term of May 1, 2014 through October 31, 2014 (unless sooner terminated as hereinafter provided) for the rent or sum of one dollar (\$1.00) payable in advance.
3. **Expenses.** SUB-LESSOR shall be responsible for snow plowing costs, any utility costs or charges and shall maintain insurance on the premises pursuant to their lease with ORIGINAL LESSOR.
4. **Approval of Plans.** SUB-LESSEE, prior to erecting any structure on the premises, shall submit plans to, and secure approval in writing of, SUB-LESSOR and the ORIGINAL LESSOR. SUB-LESSEE shall not erect or place or allow to be erected or placed on the premises any buildings, structures, fixtures or obstructions of any kind, either temporary or permanent.
5. **Fire and Damage.** SUB-LESSEE shall cooperate with SUB-LESSOR and shall promptly comply with fire prevention measures requested by SUB-LESSOR. SUB-LESSEE shall make no electrical installation or alterations in and to the improvements or electrical circuits (whether for power, light, heat or other purposes) located on the premises except by a duly licensed electrician, and shall make no installation of natural gas, propane, kerosene or other combustion fuel heating or cooling units, except by licensed heating or cooling contractor; and no such alterations or installations shall be made without prior written approval of the ORIGINAL LESSOR.
6. **Ordinances and Regulations.**

6.1 SUB-LESSEE, at SUB-LESSEE's sole cost and expense, shall comply with all applicable ordinances, rules, regulations, requirements and laws of any governmental authority having jurisdiction over the premises or SUB-LESSEE's intended use thereof, including but not limited to zoning, health, safety, building or environmental matters. SUB-LESSEE shall supply SUB-LESSOR and ORIGINAL LESSOR with copies of letters or certificates of approval of SUB-LESSEE's use.

7. Maintenance and Repairs.

7.1 SUB-LESSEE will not create or permit any nuisance in, on or about the premises, and SUB-LESSEE shall maintain the premises in a neat and clean condition. Any approved structures of SUB-LESSEE shall be erected and/or maintained on the premises by SUB-LESSEE to the satisfaction of the ORIGINAL LESSOR.

7.2 SUB-LESSEE will not utilize the City of Kent trash containers or the area near the trash containers, for the disposal of produce, perishable products, boxes, crates, storage containers, bags of trash or any other form of refuse generated by vendors operating on the premises.

7.3 SUB-LESSEE will not make, or permit to be made, any improvements or alterations to the premises without the written consent of the ORIGINAL LESSOR. Approval by the ORIGINAL LESSOR of any improvements or installations made by SUB-LESSEE, or failure of the ORIGINAL LESSOR to object to any work done or material used, or the method of construction or installation, shall not be construed as an admission of responsibility by the ORIGINAL LESSOR or SUB-LESSOR or as a waiver of any of SUB-LESSEE's obligations under this Sub-Lease.

7.4 All work performed by SUB-LESSEE, or SUB-LESSEE contractor(s), pursuant to Section 7 shall be subject to the written approval of the ORIGINAL LESSOR's Chief Engineer or his duly authorized representative.

8. Service and Utilities. The ORIGINAL LESSOR will be under no obligation to furnish the premises with water, gas, sewage, electricity, heat or other services and supplies that may be necessary or desirable in connection with SUB-LESSEE use and occupancy of the premises. The SUB-LESSOR shall bear all costs of utilities used on the premises, including heat, electricity, hot water and sewer use charges. SUB-LESSEE shall reimburse SUB-LESSOR for any utilities SUB-LESSEE uses.

9. Adjacent Areas. Except as provided in Section 10 hereafter, SUB-LESSEE shall not use, for utility lines or otherwise, any property of the ORIGINAL LESSOR and SUB-LESSOR other than the premises herein leased without first obtaining ORIGINAL LESSOR's prior written consent and complying with all requirements of the ORIGINAL LESSOR applicable thereto.

10. Ingress and Egress. The ORIGINAL LESSOR, SUB-LESSOR and SUB-LESSEE shall have the right to use, in common with SUB-LESSOR and others authorized by SUB-LESSOR, existing driveway(s) or other property designated by SUB-LESSOR as means of Ingress to and Egress from the premises. SUB-LESSOR shall be under no obligation with respect to the condition or maintenance of said driveway(s) or other property, and SUB-LESSEE use of same shall be subject to all of the covenants, terms and conditions of this Sub-Lease.

11. Pipe and Wire Lines. The ORIGINAL LESSOR shall at all times have the right to maintain and/or construct, and to permit others to maintain and/or construct, overhead and/or underground pipe and/or wire lines now or hereafter installed upon or across the premises, and to use, repair, renew and remove the same.

12. Claim of Title.

12.1 SUB-LESSEE shall not at any time own or claim any right, title or interest in or to the premises, nor shall the exercise of this Sub-Lease for any length of time give rise to any right, title or interest in or to the premises, other than the Sub-Leasehold herein created.

12.2 SUB-LESSEE shall pay all debts incurred to, and shall satisfy all liens of contractors, subcontractors, mechanics, laborers and material suppliers in respect to any construction, alteration and/or repair in and to the demised premises, and any improvements thereof. Further, SUB-LESSEE shall have no authority to create any liens for labor or material on or against SUB-LESSOR or

the ORIGINAL LESSOR's interest in the premises and shall specify in all contracts let by SUB-LESSEE for any construction, erection, installation, alteration, maintenance or repair of any building or other improvement on the premises.

13. Termination, Notices and Removal.

13.1 This Sub-Lease may be terminated by either party at any time upon not less than thirty (30) days' notice in writing sent by registered or certified mail to the other party. However, in the event of a breach of any of the covenants, terms and conditions hereof by SUB-LESSEE, SUB-LESSOR shall have the right to terminate this Sub-Lease immediately.

13.2 Should original LESSOR terminate its lease with SUB-LESSOR, this Sub-lease between SUB-LESSOR and SUB-LESSEE shall also terminate.

13.3 Should SUB-LESSOR default on their lease terms to the ORIGINAL LESSOR, SUB-LESSEE may contact ORIGINAL LESSOR in efforts to step-in for SUB-LESSOR, correct the default of SUB-LESSOR, and take SUB-LESSOR'S role in the original land lease agreement dated October 26, 2011, No. 35-04380.

13.4 All notices and communications concerning this Sub-Lease shall be addressed to SUB-LESSOR or the SUB-LESSEE at their respective addresses hereinabove set forth or at such other, the ORIGINAL LESSOR, address as either party may designate in writing to the other party.

13.5 Upon termination of this Sub-Lease by expiration of term or any other reason, SUB-LESSEE shall remove all buildings or structures (except tracks, rail facilities and other designated property of the ORIGINAL LESSOR), within the time specified in any notice of termination or at the latest within fifteen (15) days after such termination. In effecting such removal, the premises shall be restored by SUB-LESSEE to a condition satisfactory to the ORIGINAL LESSOR, including the removal of all structures and facilities whether on the surface or underground) to ground level, and the filing of all excavations and holes, which shall be tamped, compacted and graded uniformly. If SUB-LESSEE shall fail to make the removal in the manner and time set forth herein, after notice to do so, SUB-LESSOR or the ORIGINAL LESSOR may remove said buildings, structures, and/or facilities and make said restoration, all at the sole risk, cost and expense of SUB-LESSEE, and may also dispose of any removed items without necessity to account for the same or to give further notice to SUB-LESSEE.

13.6 If SUB-LESSEE shall fail to make removal of any such property, SUB-LESSOR or the ORIGINAL LESSOR shall have the option to elect and notify SUB-LESSEE that all right, title and interest of SUB-LESSEE in certain building(s), structure(s) and/or facility(ies) shall be forfeit and may also dispose of any removed items without necessity to account for the same or to give further notice to SUB-LESSEE.

13.7 If SUB-LESSEE shall fail to make removal of any such property, the ORIGINAL LESSOR shall have the further option to elect and notify SUB-LESSEE that all right, title and interest of SUB-LESSEE in certain building(s) and/or facility(ies) shall be forfeit and shall vest absolutely in the ORIGINAL LESSOR as of the date of notice of such election.

13.8 In the event that SUB-LESSEE prepays monthly or annual rentals in advance and this Sub-Lease is terminated by notice of either party (other than for breach or cause), SUB-LESSOR shall refund to SUB-LESSEE the proration of any prepaid base rental and taxes paid in advance, which SUB-LESSEE shall accept in full settlement, satisfaction and discharge of the remainder of the term or period.

14. Lessor. The term "the ORIGINAL LESSOR" as used in Section 14 hereof shall include any other company or companies whose property at the aforesaid location may be leased or operated by ORIGINAL LESSOR.

15. Insurance. Prior to commencement of occupation or use of the premises/track for activities provided herein, SUB-LESSEE, at its sole cost and expense, shall procure and shall maintain during continuance of this Sub-Lease Public Liability Insurance covering liability assumed by SUB-LESSEE under this Sub-Lease with a combined single limit of not less than Two Million (\$2,000,000.00) Dollars for personal injury and property damage per occurrence. SUB-LESSEE shall furnish the ORIGINAL LESSOR's Director Real Estate, 100 East First Street, Brewster, Ohio 44613 a certificate of insurance referring to this Sub-Lease by date, name of SUB-LESSOR, description of Sub-Lease and location covered. The certificate shall be endorsed to provide for thirty (30) days' notice to said Director Real Estate prior to termination of or change in the coverage provided. If a higher limit of liability is required by the ORIGINAL LESSOR, the ORIGINAL LESSOR shall provide SUB-LESSEE written notice of the limit required and within thirty (30) days thereafter SUB-LESSEE shall provide revised certificate of insurance for the increased required limit. Furnishing of this insurance by SUB-LESSEE shall not limit SUB-LESSEE liability under this Sub-Lease but shall be additional security there for. SUB-LESSOR shall be named as an additional insured on said policy.

16. Condemnation. Should the premises or any part thereof be condemned, appropriated and/or acquired for public use, then this Sub-Lease, at the option of SUB-LESSOR or the ORIGINAL LESSOR, shall terminate upon the date when the premises or part thereof shall be taken. No part of any damages or award shall belong to SUB-LESSEE, except to the extent of any specific award from the governmental authority for improvements and/or facilities of SUB-LESSEE. SUB-LESSOR's land shall be valued as of such date (or other legal date of valuation) as vacant land, without consideration of this Sub-Lease or SUB-LESSEE improvements on said land as an enhancement or detriment to said land value. Improvements and/or facilities of SUB-LESSEE not so condemned, appropriated and/or acquired shall be removed in accordance with Section 13 hereof.

17. Successors and Assigns.

17.1 The terms, covenants and provisions hereof shall inure to the benefit of and be binding upon the successors and assigns of SUB-LESSOR and the ORIGINAL LESSOR and the successors and assigns of SUB-LESSEE.

17.2 However, SUB-LESSEE shall not transfer, assign, encumber or sublet this Sub-Lease or any part of the premises or any part of the premises or any rights and privileges herein granted except to a subsidiary, parent or common controlled affiliate as approved by SUB-LESSOR. This covenant shall also apply whether such sale or transfer is made voluntarily by SUB-LESSEE or involuntarily in any proceeding at law or in equity to which SUB-LESSEE may be a party whereby any of the rights, duties and obligations of SUB-LESSEE shall be sold, transferred, conveyed, encumbered, abrogated or in any manner altered, without the prior notice to and consent of the ORIGINAL LESSOR and SUB-LESSOR. In the event of any such unauthorized sale, transfer, assignment, sublease or encumbrance of this Sub-Lease, or any of the rights and privileges hereunder, the ORIGINAL LESSOR or SUB-LESSOR, at its option, may immediately terminate this Sub-Lease by giving SUB-LESSEE or any such assignee written notice of such termination and LESSOR or SUB-LESSOR may thereupon enter and retake possession of the premises.

18. Severability. It is understood and agreed that this Sub-Lease is executed by all parties under current interpretation of any and all applicable federal, state, county, municipal or other local statute, ordinance or law. Further, it is understood and agreed that each and every separate division (paragraph, clause, item, term, condition, covenant or agreement) herein contained shall have independent and severable status from each other separate division or combination thereof for the determination of legality so that if any separate division herein is determined to be unconstitutional, illegal, violative of trade or commerce, in contravention of public policy, void, voidable, invalid or unenforceable for any reason, that separate division shall be treated as a nullity but such holding or determination shall have no effect upon the validity or enforceability of each and every other separate division herein contained or any other combination thereof.

19. Breach or Waiver. If under the provisions hereof SUB-LESSOR shall institute proceedings and a compromise or settlement thereof shall be made, the same shall not constitute a permanent or general waiver of any covenant herein contained nor of any of SUB-LESSOR's rights hereunder. No waiver by SUB-LESSOR of any breach of any covenant, condition or agreement herein contained shall operate as a permanent waiver of such covenant, condition or agreement itself or of any subsequent breach thereof. No payment by SUB-LESSEE or receipt by SUB-LESSOR of a lesser amount than the monthly installments of rent herein stipulated shall be deemed to be other than on account of the earliest stipulated rent, nor shall any endorsement or statement on any check or letter accompanying a check for payment of rent be deemed an accord and satisfaction and SUB-LESSOR may accept such check or payment without prejudice to SUB-LESSOR's right to recover the balance of such rent or to pursue any other remedy provided in this Sub-Lease. No re-entry by SUB-LESSOR after a breach shall be considered an acceptance of a surrender of the Sub-Lease.

20. Train Protection. In case of any construction work which may be performed by the SUB-LESSEE at or near the ORIGINAL LESSOR's tracks or facilities, the SUB-LESSEE agrees to notify SUB-LESSOR and the ORIGINAL LESSOR forty-eight (48) hours in advance and further agrees to pay the cost of such supervision or train protection as, in the sole discretion of the ORIGINAL LESSOR, may be necessary or proper for the safe operation of trains.

21. Snow and Ice Removal. It is hereby understood and agreed that the ORIGINAL LESSOR shall not at any time be responsible for the removal of snow and/or ice on or about the leased premises. Such snow and/or ice removal shall be at the sole risk and expense of the SUB-LESSOR and shall be performed in such a manner so as not to obstruct or interfere with any of the ORIGINAL LESSOR's operations on or about the leased premises, including the ORIGINAL LESSOR's own snow removal operations. In carrying out the foregoing, the SUB-LESSOR shall not plow, place, dump or deposit snow onto or upon the property of the ORIGINAL LESSOR, nor shall the SUB-LESSEE permit nor tolerate any of the foregoing.

22. Fiber Optics. It is the responsibility of the SUB-LESSEE to have knowledge of, locate, and protect against damage to fiber optic cables along, across or under the Railway's property and right-of-way. Any damage to or disruption of any fiber optic cable will be the sole responsibility of SUB-LESSEE, which will indemnify and hold harmless the Railway for any expenses resulting therefrom. Before any construction may commence, the following number, where applicable, must be called: **DIG SAFE 1-800-362-2764** provided that calling such number or numbers shall not release or otherwise diminish the remaining obligations of SUB-LESSEE hereunder.

23. Environmental Compliance.

23.1 SUB-LESSEE represents that it has conducted a complete inspection of the Premises and except as noted herein, finds the Premises to be reasonably free from pollution-induced conditions. It is understood between the parties that, at the time this Sub-Lease is entered into, the condition of the premises meets all federal, state, and local laws, rules, and regulations designed to prevent or control the discharge of substances into the land, water and air.

23.2 Without limiting any other provisions of this Sub-Lease, SUB-LESSEE will at all times maintain and keep the Premises and all improvements and property now or hereafter erected or placed thereon, at its expense, including but not limited to the structures, equipment, and operations, in compliance with all federal, state, and local laws, rules and regulations designed to prevent the discharge of substances on the land, water, or air.

23.3 Without limiting any other provision this Sub-Lease, SUB-LESSOR and ORIGINAL LESSOR shall have the right to enter and inspect the Premises in order to determine whether SUB-LESSEE is complying with such laws, rules, or regulations, but no such inspection or absence of inspection by the SUB-LESSOR or the ORIGINAL LESSOR shall be construed to relieve SUB-LESSEE of its obligations to comply with all such laws, rules or regulations.

24. **Quiet Enjoyment.** Nothing herein contained shall imply or import a covenant on the part of SUB-LESSOR or ORIGINAL LESSOR of quiet enjoyment.

25. **Hold-Over Clause.** If SUB-LESSEE, with consent of SUB-LESSOR, holds over and remains in possession of demised premises after expiration of said term, this Sub-Lease shall be considered as renewed and shall continue in effect upon the same terms and conditions as are herein contained until terminated by either party giving the other written notice of intention to terminate same in the manner herein provided and with like effect.

26. **Notices.** Any notice or other communication required to be given to a party hereto shall be in writing and either hand-delivered or mailed by registered or certified mail, return receipt requested, postage prepaid, addressed as set forth below. For all purposes hereunder, "receipt" shall be deemed to occur on the date of actual receipt.

As to SUB-LESSOR:

CITY OF KENT, OHIO
c/o City Manager
215 East Summit Street
Kent, Ohio 44240

As to SUB-LESSEE:

HAYMAKER FARMERS' MARKET
875 Vine Street
Kent, Ohio 44240

As to ORIGINAL LESSOR:

AKRON BARBERTON CLUSTER RAILWAY COMPANY
100 East First Street
Brewster, OH 44613

27. **General Provisions.**

27.1 A determination that any part of this Agreement is invalid shall not affect the validity or enforceability of any other part of this Agreement.

27.2 This Agreement shall be governed by the laws of the State of Ohio.

27.3 Section headings are inserted for convenience only and shall not affect the construction or interpretation of this Agreement.

27.4 This Agreement contains the entire agreement of the parties and supersedes any prior written or oral understandings, agreements or representations.

27.5 This Agreement may not be amended, waived or discharged except by an instrument in writing signed by the parties.

III. EXECUTION

IN WITNESS THEREOF, the parties hereto have caused this Sub-Lease to be executed, in duplicate as of the day and year first above written.

WITNESS:

HAYMAKER FARMERS' MARKET

By _____

Date: _____

WITNESS:

CITY OF KENT, OHIO

Dave Ruller, City Manager

APPROVED TO FORM

James R. Silver, Law Director



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT Building Services Division

To: Dave Ruller
City Manager

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

Date: December 6, 2013

RE: Monthly Permit and Zoning Complaint Report – November 2013

Attached is the monthly report per Council's request. Please note that November's totals are low due to only a partial month of reporting as a result of transitioning to New World.

If you have questions or require further information, please let us know.

BUILDING PERMIT REPORT SUMMARY (KCO 147-04) - NOVEMBER 2013

Permit Type	# Approved	Current YTD	Previous YTD
Building	9	183	238
Electric	7	146	174
HVAC	4	102	114
Plumbing	4	92	79
Engineering	5	55	57
Subdivisions	1	12	1
Zoning	2	85	102
Total:	32	675	765

Permit Type	Account Code	Fees Collected	Current YTD	Previous YTD
Park Fee	10633513	0.00	1,260.00	1,440.00
Fire Dept Review/Inspect	00135201	400.00	5,200.00	n/a
Building Reviews	00135201	6,300.00	37,695.25	38,643.75
Building	00135201	1,027.81	43,473.52	55,772.60
Electric	00135202	700.97	25,280.16	12,761.42
HVAC	00135204	170.00	16,694.80	8,227.00
Plumbing	20235203	303.35	29,603.18	5,965.00
	Subtotal:	\$8,902.13	\$159,206.91	\$122,809.77
State 1% Fee	80436362	6.23	153.34	134.39
State 3% Fee	80436362	47.37	2,996.91	1,412.05
Demolition Bond	80436313	0.00	100.00	3,333.70
Contractor Registrations	00135206 - 8	400.00	12,025.00	6,750.00
Zoning	00135301	50.00	5,252.99	2,910.25
Fence Permits	00135301	25.00	525.00	1,090.00
Signs	00135313	25.00	1,730.00	1,455.00
Civil Infraction Fines	00135106	0.00	1,000.00	860.00
Board Applications	00135302	100.00	1,450.00	3,945.80
Postage	10405400132	0.00	1,046.93	1,132.30
Miscellaneous	00135406	100.00	1,437.50	1,609.51
Sewer Permits	20235316	0.00	575.00	590.93
Sewer Utilization	20233604	0.00	28,034.00	19,382.00
Sewer Disconnect	20235406	0.00	0.00	5,120.00
Storm Sewer	20833604	0.00	900.00	2,900.00
Street Excavation	00135317	80.00	1,080.00	1,125.00
Water Meters	20133604	0.00	10,586.50	2,510.00
Water Permit	20133604	0.00	475.00	1,175.00
Water Utilization	20133604	0.00	11,770.00	9,497.00
Water Disconnect	20135406	0.00	3,000.00	8,600.00
Chlorination	20133604	0.00	2,736.00	2,150.00
Waterline Const/Frontage	20133604	0.00	0.00	0.00
Street Exc. Bond	80436341	0.00	43,040.50	6,000.00
Subdivision Bond	80436312	26,948.44	102,201.54	24,040.00
Fire Escrow Deposit	80436331	0.00	1,513.45	0.00
Site Plan Construction	00135317	0.00	5,589.11	17,324.87
Plan Review	00135317	0.00	5,589.10	9,437.90
Improvement Inspection	00135317	0.00	0.00	4,994.50
Grading Permits	00135317	0.00	191.00	4,781.50
Plat Review/Lot Split	00135317	30.00	355.00	170.00
	Subtotal:	\$27,812.04	\$245,353.87	\$144,431.70
	Grand Total:	\$36,714.17	\$404,560.78	\$267,241.47

Permit Payments Listing by Jurisdiction

From: 11/1/13 To: 11/20/13

			Value	Fee	BBS	Total
Existing Commercial						
Kent						
EC-2013-09-14	ADDITION	11/13/2013				
CONSTRUCT ADDITION			\$220,000.00	\$847.95	\$0.00	\$852.95
1550 FRANKLIN AVE						
	<u>Total for Kent</u>		\$220,000.00	\$847.95		\$852.95
	<u>Total for Existing Commercial Permits</u>		\$220,000.00	\$847.95		\$852.95

Electric, Commercial

Kent						
ELC-2013-09-14	ELECT, PARKING LOT CAMERAS	11/19/2013				
INSTALL ELECTRICAL LINES FOR PARKING LOT			\$0.00	\$50.97	\$0.00	\$52.50
1400 N MANTUA ST						
ELC-2013-09-15	ELECT, CONDUIT RISERS	11/8/2013				
INSTALL NEW CONDUIT RISERS FOR ELECTRICAL			\$0.00	\$100.00	\$0.00	\$103.00
1355 STRATFORD DR						
ELC-2013-09-16	ELECT, METER SOCKET REPAIR	11/19/2013				
REPAIR METER SOCKETS			\$0.00	\$400.00	\$0.00	\$412.00
224 E MAIN ST						
ELC-2013-09-17	ELECT, METERING POLE	11/15/2013				
INSTALL 15KV PRIMARY METERING POLE			\$0.00	\$0.00	\$0.00	\$0.00
640 STOW ST						
	<u>Total for Kent</u>		\$0.00	\$550.97		\$567.50
	<u>Total for Electric, Commercial Permits</u>		\$0.00	\$550.97		\$567.50

Electric, Residential

Kent						
ELR-2013-09-16	ELECT, 100 AMP SERVICE	11/19/2013				
INSTALL 100 AMP SERVICE			\$0.00	\$50.00	\$0.00	\$50.50
208 GOUGLER AVE						
ELR-2013-09-17	ELECT, SERVICE RECONNECT	11/15/2013				
INSPECT TO RECONNECT SERVICE			\$0.00	\$50.00	\$0.00	\$50.50
429.5 HARRIS ST						
ELR-2013-09-18	ELECT, SERVICE REPAIR	11/18/2013				
REPAIR SERVICE			\$0.00	\$50.00	\$0.00	\$50.50
130 W ELM ST						
	<u>Total for Kent</u>		\$0.00	\$150.00		\$151.50
	<u>Total for Electric, Residential Permits</u>		\$0.00	\$150.00		\$151.50

Existing Multi-Family

Permit Payments Listing by Jurisdiction

From: 11/1/13 To: 11/20/13

			Value	Fee	BBS	Total
Kent						
EM-2013-09-1	HANDRAIL	11/14/2013				
INSTALL HANDRAIL TO FRONT STEPS			\$500.00	\$.00	\$.00	\$.00
1390 ATHENA DR						
	<u>Total for Kent</u>		\$500.00	\$.00		\$.00
	<u>Total for Existing Multi-Family Permits</u>		\$500.00	\$.00		\$.00

Engineering, Commercial

Kent						
ENG-2013-09-12	SANITARY WATER & ACCESS	11/1/2013				
5231 SUNNYBROOK RD			\$.00	\$26,948.44	\$.00	\$26,948.44
ENG-2013-09-7	DOMINION CATHODE PROTECTION	11/5/2013				
INSTALL AN ANODE AS PART OF THE CATHODE			\$.00	\$20.00	\$.00	\$20.00
MIDDLEBURY RD						
W MAIN ST						
W ERIE ST						
W ELM ST						
S LINCOLN ST						
S DEPEYSTER ST						
SILVER OAKS DR						
N MANTUA ST						
N WILLOW ST						
LAKE ST						
ENG-2013-09-8	KSU - MEDIUM VOLTAGE LOOP 6 B	11/13/2013				
INSTALL AN ELECTRICAL CONDUIT ACROSS RHODES			\$.00	\$20.00	\$.00	\$20.00
RHODES RD						
ENG-2013-09-9	118 SHERMAN STREET - DRIVE	11/5/2013				
REPLACE THE DRIVEWAY APRON AND ASSOCIATED			\$.00	\$20.00	\$.00	\$20.00
118 SHERMAN ST						
	<u>Total for Kent</u>		\$.00	\$27,008.44		\$27,008.44
	<u>Total for Engineering, Commercial Permits</u>		\$.00	\$27,008.44		\$27,008.44

Engineering, Residential

Kent						
ENGR-2013-09-8	DRIVEWAY APRON AND SIDEWALK	11/14/2013				
REPLACE THE DRIVEWAY APRON AND SIDEWALK			\$3,500.00	\$20.00	\$.00	\$20.00
1042 DELEONE DR						
	<u>Total for Kent</u>		\$3,500.00	\$20.00		\$20.00
	<u>Total for Engineering, Residential Permits</u>		\$3,500.00	\$20.00		\$20.00

Existing Residential

Permit Payments Listing by Jurisdiction

From: 11/1/13 To: 11/20/13

		Value	Fee	BBS	Total
Kent					
ER-2013-09-14	DECK EXTENSION/CAR PORT	11/1/2013			
	CONSTRUCT DECK EXTENSION/CAR PORT	\$1,500.00	\$82.95	\$.00	\$83.53
	510 W MAIN ST				
ER-2013-09-15	HOUSE & GARAGE ADDITION	11/8/2013			
	CONSTRUCT ADDITIONS TO HOUSE AND GARAGE	\$35,000.00	\$100.00	\$.00	\$100.75
	865 EMICH DR				
ER-2013-09-16	REPLACE FRONT CONCRETE PORCH	11/12/2013			
	REPLACE FRONT CONCRETE PORCH	\$9,000.00	\$50.00	\$.00	\$50.50
	427 ROCKWELL ST				
	<u>Total for Kent</u>	\$45,500.00	\$232.95		\$234.78
	<u>Total for Existing Residential Permits</u>	\$45,500.00	\$232.95		\$234.78

Fire Suppression/Alarm

Kent					
FSA-2013-08-4	BRICCO SPRINKLERS	11/6/2013			
	INSTALL SPRINKLERS FOR BRICCO TENANT BUILDOUT	\$7,985.00	\$435.00	\$.00	\$442.80
	210 S DEPEYSTER				
FSA-2013-09-2	DUST COLLECTOR BOOTH	11/14/2013			
	INSTALL SUPPRESSION FOR THE DUST COLLECTOR	\$2,000.00	\$146.45	\$.00	\$148.03
	1500 ST. CLAIR AVE				
FSA-2013-09-4	BRICCO HOOD SUPPRESSION	11/15/2013			
	INSTALL HOOD SUPPRESSION FOR BRICCO	\$.00	\$406.25	\$.00	\$409.25
	210 S DEPEYSTER				
FSA-2013-09-6	BRICCO FIRE ALARM	11/1/2013			
	INSTALL FIRE ALARM FOR BRICCO 1ST FLOOR	\$3,900.00	\$496.71	\$.00	\$504.67
	210 S DEPEYSTER				
	<u>Total for Kent</u>	\$13,885.00	\$1,484.41		\$1,504.75
	<u>Total for Fire Suppression/Alarm Permits</u>	\$13,885.00	\$1,484.41		\$1,504.75

Heating, Commercial

Kent					
HVACC-2013-09-12	HVAC, FURNACE & A.C.	11/20/2013			
	REPLACE FURNACE & A.C.	\$.00	\$50.00	\$.00	\$51.50
	112 E MAIN ST				
	<u>Total for Kent</u>	\$.00	\$50.00		\$51.50
	<u>Total for Heating, Commercial Permits</u>	\$.00	\$50.00		\$51.50

Heating, Residential

Kent

Permit Payments Listing by Jurisdiction

From: 11/1/13 To: 11/20/13

		Value	Fee	BBS	Total
HVACR-2013-09-13	HVAC, FURNACE REPLACEMENT	11/1/2013			
REPLACE FURNACE		\$.00	\$35.00	\$.00	\$35.35
464 S FRANCIS					
HVACR-2013-09-16	HVAC, FURNACE REPLACEMENT	11/19/2013			
REPLACE FURNACE		\$.00	\$35.00	\$.00	\$35.35
745 FAIRCHILD AVE					
HVACR-2013-09-20	HVAC, FURNACE REPLACEMENT	11/19/2013			
REPLACE FURNACE		\$.00	\$35.00	\$.00	\$35.35
418 WOLCOTT					
	<u>Total for Kent</u>	\$.00	\$105.00		\$106.05
	<u>Total for Heating, Residential Permits</u>	\$.00	\$105.00		\$106.05

Plumbing, Commercial

Kent

PC-2013-09-5	PLUMB, ADDITION	11/20/2013			
PLUMB ADDITION		\$.00	\$133.35	\$.00	\$137.35
1550 FRANKLIN AVE					
	<u>Total for Kent</u>	\$.00	\$133.35		\$137.35
	<u>Total for Plumbing, Commercial Permits</u>	\$.00	\$133.35		\$137.35

Plumbing, Residential

Kent

PR-2013-09-6	PLUMB, WATER HEATER	11/5/2013			
REPLACE WATER HEATER		\$.00	\$35.00	\$.00	\$35.35
1026 GARDENVIEW					
PR-2013-09-7	PLUMB, NEW RESIDENCE	11/19/2013			
PLUMB NEW RESIDENCE		\$.00	\$100.00	\$.00	\$101.00
235 E SCHOOL ST					
PR-2013-09-8	PLUMB, WATER HEATER	11/12/2013			
REPLACE WATER HEATER		\$.00	\$35.00	\$.00	\$35.35
215 OVERLOOK DR					
	<u>Total for Kent</u>	\$.00	\$170.00		\$171.70
	<u>Total for Plumbing, Residential Permits</u>	\$.00	\$170.00		\$171.70

Review Fees

Kent

REV-2013-08-1	REVISION REVIEW FEES	11/20/2013			
		\$.00	\$4,912.50	\$.00	\$4,912.50
5231 SUNNYBROOK RD					
REV-2013-09-4	FIRE ALARM REVIEW #2	11/19/2013			
		\$.00	\$225.00	\$.00	\$225.00

Permit Payments Listing by Jurisdiction

From: 11/1/13 To: 11/20/13

			Value	Fee	BBS	Total
Review Fees						
Kent						
5231 SUNNYBROOK RD						
REV-2013-09-6	REVIEW BRICCO SPRINKLERS #2	11/19/2013				
			\$.00	\$75.00	\$.00	\$75.00
210 S DEPEYSTER						
	<u>Total for Kent</u>		\$.00	\$5,212.50		\$5,212.50
	<u>Total for Review Fees Permits</u>		\$.00	\$5,212.50		\$5,212.50
SUBDIVISON						
Kent						
SD-2013-09-3	LOT SPLIT & CONSOLIDATION	11/19/2013				
	SPLIT & CONSOLIDATE LOTS		\$.00	\$30.00	\$.00	\$30.00
5140 SUNNYBROOK RD						
5126 SUNNYBROOK RD						
	<u>Total for Kent</u>		\$.00	\$30.00		\$30.00
	<u>Total for SUBDIVISON Permits</u>		\$.00	\$30.00		\$30.00
Zoning						
Kent						
Z-2013-09-20	FENCE	11/12/2013				
	INSTALL FENCE IN REAR YARD PER PLAN		\$.00	\$25.00	\$.00	\$25.00
747 GROVE AVE						
Z-2013-09-21	TEMPORARY SIGN PERMIT	11/19/2013				
	INSTALL TEMPORARY SIGN FROM 11/19/13 UNTIL		\$.00	\$25.00	\$.00	\$25.00
405 LONGMERE						
	<u>Total for Kent</u>		\$.00	\$50.00		\$50.00
	<u>Total for Zoning Permits</u>		\$.00	\$50.00		\$50.00
	Total for all permit types:		\$283,385.00	\$36,045.57		\$36,099.02

Monthly Report 11/1/13 to 11/30/13

<i>Date</i>	<i>Complaint Type</i>	<i>Street</i>	<i>Owner or Company</i>	<i>Ward</i>
11/1/2013	Property Maintenance	244 Columbus	Brothers	5
11/7/2013	Property Maintenance	701 Lincoln, South-parcel 2	Dartmouth Place	5
11/7/2013	Property Maintenance	502 Main, West	Craven	2
11/7/2013	Property Maintenance	333 Harris	Bachtel	3
11/7/2013	Property Maintenance	701 Lincoln, South-parcel 1	Dartmouth Place	5
11/8/2013	Property Maintenance	540 Water, South 710	SP University Inn LLC	5
11/8/2013	Property Maintenance	540 Water, South 704	SP University Inn LLC	5
11/13/2013	Property Maintenance	244 Cherry	Morrison	3
11/14/2013	Property Maintenance	312 Main, East	Kent Main Street Housing	5
11/14/2013	Property Maintenance	312 Main, East	Kent Main Street Housing	5
11/14/2013	Property Maintenance	533 Harvey	Hunt	6
11/15/2013	Property Maintenance	451 Cherry	DeCastro	3
11/26/2013	Property Maintenance	415 School, East	Hershiser	5
11/1/2013	Illegal Use	118 University	DeGeorge	6
11/1/2013	Illegal Use	244 Columbus	Brothers	5
11/1/2013	Illegal Use	332 Summit, East	Bottger	5
11/1/2013	Illegal Use	315 Summit, East	Oliver	5
11/12/2013	Illegal Use	430 Woodard	Haren	1
11/18/2013	Illegal Use	632 Willow, North	Mast	6



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 3, 2014

RE: Monthly Permit and Zoning Complaint Report – December 2013

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

BUILDING PERMIT REPORT SUMMARY (KCO 147-04) - DECEMBER 2013

<u>Permit Type</u>	<u># Approved</u>	<u>Current YTD</u>	<u>Previous YTD</u>
Building	17	200	260
Electric	11	157	190
HVAC	10	112	128
Plumbing	8	100	85
Engineering	6	61	74
Subdivisions	2	14	1
Zoning	1	86	103
Total:	55	730	841

<u>Permit Type</u>	<u>Account Code</u>	<u>Fees Collected</u>	<u>Current YTD</u>	<u>Previous YTD</u>
Park Fee	10633513	0.00	1,260.00	1,440.00
Fire Dept Review/Inspect	00135201	400.00	5,600.00	n/a
Building Reviews	00135201	937.50	38,632.75	41,737.50
Building	00135201	1,786.65	45,260.17	64,576.70
Electric	00135202	824.80	26,104.96	13,500.92
HVAC	00135204	752.20	17,447.00	9,197.00
Plumbing	20235203	471.40	30,074.58	6,351.00
Subtotal:		\$5,172.55	\$164,379.46	\$136,803.12
State 1% Fee	80436362	25.28	178.62	147.24
State 3% Fee	80436362	39.18	3,036.09	1,700.53
Demolition Bond	80436313	0.00	100.00	6,738.80
Contractor Registrations	00135206 - 8	3,650.00	15,675.00	6,750.00
Zoning	00135301	350.00	5,602.99	3,843.25
Fence Permits	00135301	25.00	550.00	1,090.00
Signs	00135313	100.00	1,830.00	1,465.00
Civil Infraction Fines	00135106	0.00	1,000.00	860.00
Board Applications	00135302	0.00	1,450.00	4,145.80
Postage	10405400132	0.00	1,046.93	1,132.30
Miscellaneous	00135406	404.35	1,841.85	1,709.51
Sewer Permits	20235316	150.00	725.00	740.93
Sewer Utilization	20233604	3,930.00	31,964.00	25,277.00
Sewer Disconnect	20235406	0.00	0.00	5,120.00
Storm Sewer	20833604	300.00	1,200.00	3,175.00
Street Excavation	00135317	160.00	1,240.00	1,285.00
Water Meters	20133604	1,570.00	12,156.50	2,715.00
Water Permit	20133604	125.00	600.00	1,250.00
Water Utilization	20133604	1,650.00	13,420.00	11,972.00
Water Disconnect	20135406	1,500.00	4,500.00	8,600.00
Chlorination	20133604	900.00	3,636.00	4,250.00
Waterline Const/Frontage	20133604	0.00	0.00	0.00
Street Exc. Bond	80436341	5,024.17	48,064.67	61,737.10
Subdivision Bond	80436312	3,001.50	105,203.04	24,040.00
Fire Escrow Deposit	80436331	0.00	1,513.45	0.00
Site Plan Construction	00135317	0.00	5,589.11	32,623.58
Plan Review	00135317	0.00	5,589.10	24,736.61
Improvement Inspection	00135317	0.00	0.00	4,994.50
Grading Permits	00135317	0.00	191.00	4,781.50
Plat Review/Lot Split	00135317	55.00	410.00	170.00
Subtotal:		\$22,959.48	\$268,313.35	\$247,050.65
Grand Total:		\$28,132.03	\$432,692.81	\$383,853.77

Permit Payments Listing by Jurisdiction

From: 11/21/13 To: 12/30/13

			Value	Fee	BBS	Total
Existing Commercial						
Kent						
EC-2013-09-1	SIGN FOR MARKET PATH	11/27/2013				
	ERECT SIGN FOR MARKET PATH		\$.00	\$268.75	\$.00	\$270.25
	295 S WATER ST					
EC-2013-09-15	IT OFFICE AND SERVER ROOM	12/20/2013				
	CONSTRUCT IT OFFICE AND RENOVATE SERVER		\$15,000.00	\$281.70	\$.00	\$283.78
	1500 ST. CLAIR AVE					
EC-2013-09-17	NEW MOTOR ROOM	12/12/2013				
	CONSTRUCT NEW ROOM FOR TESTING AND STORING		\$20,000.00	\$590.00	\$.00	\$595.70
	800 STOW ST					
EC-2013-09-18	NEW ENTRANCE SIGN	11/27/2013				
	INSTALL NEW ENTRANCE SIGN		\$.00	\$100.00	\$.00	\$101.50
	5241 SUNNYBROOK RD					
EC-2013-09-20	SANITARY LATERAL REPAIR	12/27/2013				
	REPAIR SANITARY LATERAL		\$.00	\$95.00	\$.00	\$95.00
	515 S WATER ST					
	<u>Total for Kent</u>		\$35,000.00	\$1,335.45		\$1,346.23
	<u>Total for Existing Commercial Permits</u>		\$35,000.00	\$1,335.45		\$1,346.23

Electric, Commercial

Kent						
ELC-2013-09-18	ELECT, KENT KARATE RENOVATION	12/5/2013				
			\$.00	\$176.45	\$.00	\$181.74
	122 W COLLEGE ST					
ELC-2013-09-19	ELECT, ADDITION	12/26/2013				
	INSTALL ELECTRIC FOR ADDITION		\$.00	\$133.35	\$.00	\$137.35
	1550 FRANKLIN AVE					
	<u>Total for Kent</u>		\$.00	\$309.80		\$319.09
	<u>Total for Electric, Commercial Permits</u>		\$.00	\$309.80		\$319.09

Electric, Residential

Kent						
ELR-2013-09-19	ELECT, SERVICE REPLACEMENT	11/25/2013				
	REPLACE SERVICE		\$.00	\$35.00	\$.00	\$35.35
	1267 MORRIS RD					
ELR-2013-09-20	ELECT, SERVICE REPLACEMENT	11/25/2013				
	REPLACE SE CABLE, METER SOCKET, AND PANEL		\$.00	\$35.00	\$.00	\$35.35
	429.5 HARRIS ST					

Permit Payments Listing by Jurisdiction

From: 11/21/13 To: 12/30/13

			Value	Fee	BBS	Total
Electric, Residential						
Kent						
ELR-2013-09-21	ELECT, SPLIT SYSTEM	11/27/2013				
WIRE SPLIT SYSTEM			\$.00	\$50.00	\$.00	\$50.50
994 FIELDSTONE DR						
ELR-2013-09-22	ELECT, BREEZEWAY HEATERS	12/4/2013				
INSTALL ELECTRIC FOR BREEZEWAY HEATERS			\$.00	\$50.00	\$.00	\$50.50
507 NEEDHAM AVE						
ELR-2013-09-23	ELECT, ADDITION	12/5/2013				
INSTALL ELECTRIC FOR ADDITION			\$.00	\$50.00	\$.00	\$50.50
865 EMICH DR						
ELR-2013-09-24	ELECT, METER RESET	12/9/2013				
INSPECT FOR METER RESET			\$.00	\$50.00	\$.00	\$50.50
615 CRAIN AVE						
ELR-2013-09-25	ELEC., REPLACE SERVICE	12/16/2013				
REPLACE SERVICE			\$.00	\$35.00	\$.00	\$35.35
637 EMICH DR						
ELR-2013-09-26	ELEC., SERVICE UPGRADE	12/20/2013				
UPGRADE SERVICE TO 200 AMP			\$.00	\$35.00	\$.00	\$35.35
507 NEEDHAM AVE						
ELR-2013-09-27	ELECT, NEW RESIDENCE &	12/20/2013				
INSTALL ELECTRIC & TEMPORARY SERVICE FOR			\$.00	\$125.00	\$.00	\$126.25
1411 LAKEWOOD						
	<u>Total for Kent</u>		\$.00	\$465.00		\$469.65
	<u>Total for Electric, Residential Permits</u>		\$.00	\$465.00		\$469.65

Engineering, Commercial

Kent

ENGC-2013-07-1	KSU - CAEST (WATER)	12/30/2013				
KSU - COLLEGE OF APPLIED ENGINEERING BUILDING			\$.00	\$3,595.00	\$.00	\$3,595.00
KSU - CAEST						
SUMMIT						
ENGC-2013-09-13	SHARED USE FACILITY	11/26/2013				
			\$.00	\$139.50	\$.00	\$139.50
5231 SUNNYBROOK RD						
ENGC-2013-09-14	PARKING LOT STRIPING PER	12/20/2013				
STRIP THE PARKING AREA			\$.00	\$44.17	\$.00	\$44.17
850 S WATER ST						
	<u>Total for Kent</u>		\$.00	\$3,778.67		\$3,778.67
	<u>Total for Engineering, Commercial Permits</u>		\$.00	\$3,778.67		\$3,778.67

Permit Payments Listing by Jurisdiction

From: 11/21/13 To: 12/30/13

			Value	Fee	BBS	Total
Engineering, Residential						
Kent						
ENGR-2013-09-12	RIGHT OF WAY PERMIT	12/16/2013				
			\$.00	\$20.00	\$.00	\$20.00
373 N FRANCIS ST						
369 N FRANCIS ST						
ENGR-2013-09-13	WATER FEE IN LIEU	12/30/2013				
			\$.00	\$1,500.00	\$.00	\$1,500.00
WATER FEE IN LIEU						
373 N FRANCIS ST						
ENGR-2013-09-9	WATER SERVICE REPLACEMENT	11/26/2013				
			\$3,500.00	\$65.00	\$.00	\$65.00
REPLACE THE WTAER SERVICE						
133 W SUMMIT ST						
	<u>Total for Kent</u>		\$3,500.00	\$1,585.00		\$1,585.00
	<u>Total for Engineering, Residential Permits</u>		\$3,500.00	\$1,585.00		\$1,585.00

Existing Residential

Kent						
ER-2013-09-17	POLE BUILDING	11/21/2013				
			\$.00	\$103.80	\$.00	\$104.59
CONSTRUCT POLE BUILDING						
450 S FRANCIS ST						
ER-2013-09-18	ADDITION	11/26/2013				
			\$50,000.00	\$85.05	\$.00	\$85.65
CONSTRUCT ADDITION						
1123 ELNO						
ER-2013-09-19	BATHROOM RENOVATION (2)	12/2/2013				
			\$35,412.00	\$50.00	\$.00	\$50.50
RENOVATE 2 EXISTING BATHROOMS						
167 N PROSPECT						
ER-2013-09-20	ADDITION TO EXISTING SINGLE	12/5/2013				
			\$25,000.00	\$95.00	\$.00	\$95.70
CONSTRUCT ADDITION TO EXISTING SINGLE FAMILY						
1136 N MANTUA ST						
ER-2013-09-21	PORCH STOOP WITH ROOF	12/9/2013				
			\$10,000.00	\$77.40	\$.00	\$77.92
CONSTRUCT STOOP WITH ROOF						
1091 MUNROE FALLS						
ER-2013-09-22	ADDITION	12/18/2013				
			\$25,000.00	\$82.20	\$.00	\$82.77
CONSTRUCT ADDITION						
531 CUYAHOGA ST						
ER-2013-09-23	DECK REBUILD	12/18/2013				
			\$5,000.00	\$50.00	\$.00	\$50.50
RECONSTRUCT DECK						
534 W MAIN ST						
	<u>Total for Kent</u>		\$150,412.00	\$543.45		\$547.63
	<u>Total for Existing Residential Permits</u>		\$150,412.00	\$543.45		\$547.63

Permit Payments Listing by Jurisdiction

From: 11/21/13 To: 12/30/13

			Value	Fee	BBS	Total
Fire Suppression/Alarm						
Kent						
FSA-2013-05-12	HOOD SUPPRESSION	11/27/2013				
INSTALL HOOD SUPPRESSION			\$0.00	\$406.25	\$0.00	\$409.25
1700 S WATER ST						
FSA-2013-09-9	AMETEK RENOVATION SUPPRESSION	12/20/2013				
INSTALL SUPPRESSION FOR RENOVATION			\$0.00	\$273.75	\$0.00	\$276.71
800 STOW ST						
	<u>Total for Kent</u>		\$0.00	\$680.00		\$685.96
	<u>Total for Fire Suppression/Alarm Permits</u>		\$0.00	\$680.00		\$685.96

Heating, Commercial

Kent						
HVACC-2013-09-10	HVAC, SUITE 302 BUILDOUT	11/25/2013				
INSTALL HVAC FOR SUITE 302 BUIDOUT			\$0.00	\$135.00	\$0.00	\$139.05
135 E ERIE ST						
HVACC-2013-09-11	HVAC, ADDITION	11/25/2013				
INSTALL HVAC FOR ADDITION			\$0.00	\$207.19	\$0.00	\$213.41
1550 FRANKLIN AVE						
	<u>Total for Kent</u>		\$0.00	\$342.19		\$352.46
	<u>Total for Heating, Commercial Permits</u>		\$0.00	\$342.19		\$352.46

Heating, Residential

Kent						
HVACR-2013-09-15	HVAC, FURNACE & A.C.	11/25/2013				
REPLACE FURNACE & A.C.			\$0.00	\$50.00	\$0.00	\$50.50
208 GOUGLER AVE						
HVACR-2013-09-17	HVAC, FURNACE REPLACEMENT	11/25/2013				
REPLACE FURNACE			\$0.00	\$35.00	\$0.00	\$35.35
1075 MUNROE FALLS RD						
HVACR-2013-09-18	HVAC, NEW RESIDENCE	11/25/2013				
INSTALL HVAC FOR NEW RESIDENCE			\$0.00	\$100.00	\$0.00	\$101.00
1411 LAKEWOOD						
HVACR-2013-09-19	HVAC, FURNACE REPLACEMENT	11/27/2013				
REPLACE FURNACE			\$0.00	\$35.00	\$0.00	\$35.35
638 S DEPEYSTER ST						
HVACR-2013-09-21	HVAC, FURNACE REPLACEMENT	11/27/2013				
REPLACE FURNACE			\$0.00	\$35.00	\$0.00	\$35.35
1041 ELNO						

Permit Payments Listing by Jurisdiction

From: 11/21/13 To: 12/30/13

			Value	Fee	BBS	Total
Heating, Residential						
Kent						
HVACR-2013-09-23	HVAC, FURNACE REPLACEMENT	12/16/2013				
REPLACE FURNACE			\$.00	\$35.00	\$.00	\$35.35
1013 PINE ST						
HVACR-2013-09-24	HVAC, FURNACE REPLACEMENT	12/20/2013				
REPLACE FURNACE			\$.00	\$35.00	\$.00	\$35.35
400 MICHAELS RD						
HVACR-2013-09-25	HVAC, NEW RESIDENCE	12/30/2013				
INSTALL HVAC FOR NEW RESIDENCE			\$.00	\$100.00	\$.00	\$101.00
235 E SCHOOL ST						
	<u>Total for Kent</u>		\$.00	\$425.00		\$429.25
	<u>Total for Heating, Residential Permits</u>		\$.00	\$425.00		\$429.25

New Residential

Kent						
NR-2013-09-2	NEW 2 UNIT CONDO - SOUTH UNIT	12/23/2013				
CONSTRUCT A NEW 2 UNIT CONDO - SOUTH UNIT			\$192,131.00	\$3,671.00	\$.00	\$3,673.66
819 STONEWATER DR						
NR-2013-09-3	NEW 2 UNIT CONDO - EAST UNIT	12/23/2013				
CONSTRUCT A NEW 2 UNIT CONDO - EAST UNIT ONLY			\$179,159.00	\$3,674.35	\$.00	\$3,677.04
765 ADMORE DR						
NR-2013-09-4	NEW 2 UNIT CONDO - WEST UNIT	12/23/2013				
CONSTRUCT A NEW 2 UNIT CONDO - WEST UNIT ONLY			\$192,131.00	\$3,679.90	\$.00	\$3,682.65
767 ADMORE DR						
	<u>Total for Kent</u>		\$563,421.00	\$11,025.25		\$11,033.35
	<u>Total for New Residential Permits</u>		\$563,421.00	\$11,025.25		\$11,033.35

Plumbing, Commercial

Kent						
PC-2013-09-6	PLUMB, SHISH-KABOB HOUSE	12/2/2013				
PLUMB SHISH-KABOB HOUSE REMODEL			\$.00	\$96.40	\$.00	\$99.29
120 S WATER ST						
	<u>Total for Kent</u>		\$.00	\$96.40		\$99.29
	<u>Total for Plumbing, Commercial Permits</u>		\$.00	\$96.40		\$99.29

Plumbing, Residential

Kent						
PR-2013-09-10	PLUMB, NEW RESIDENCE	12/3/2013				
PLUMB NEW RESIDENCE			\$.00	\$100.00	\$.00	\$101.00

Permit Payments Listing by Jurisdiction

From: 11/21/13 To: 12/30/13

			Value	Fee	BBS	Total
1411 LAKEWOOD						
PR-2013-09-11	PLUMB, WATERLINES & WATER	12/4/2013				
	PLUMB 1ST FLR WATERLINES AND WATER HEATER		\$0.00	\$50.00	\$0.00	\$50.50
133 W SUMMIT ST						
PR-2013-09-12	PLUMB., REPLACE WATER HEATER	12/24/2013				
	REPLACE WATER HEATER		\$0.00	\$35.00	\$0.00	\$35.35
971 MIDDLEBURY RD						
PR-2013-09-13	PLUMB., REPLACE WATER HEATER	12/24/2013				
	REPLACE WATER HEATER		\$0.00	\$35.00	\$0.00	\$35.35
226 S MANTUA ST						
PR-2013-09-14	PLUMB, WATER HEATER	12/24/2013				
	REPLACE WATER HEATER		\$0.00	\$35.00	\$0.00	\$35.35
126 BRADY ST						
PR-2013-09-15	PLUMB, WATER HEATER	12/30/2013				
	REPLACE WATER HEATER		\$0.00	\$35.00	\$0.00	\$35.35
114 FOREST DR						
PR-2013-09-9	PLUMB, WATER HEATER	11/25/2013				
	REPLACE WATER HEATER		\$0.00	\$35.00	\$0.00	\$35.35
1412 SUNSET WAY BLVD						
	<u>Total for Kent</u>		\$0.00	\$325.00		\$328.25
	<u>Total for Plumbing, Residential Permits</u>		\$0.00	\$325.00		\$328.25

Review Fees

Kent

REV-2013-09-8	REVIEW #3 BRICCO SPRINKLERS	12/4/2013				
			\$0.00	\$75.00	\$0.00	\$75.00
210 S DEPEYSTER						
	<u>Total for Kent</u>		\$0.00	\$75.00		\$75.00
	<u>Total for Review Fees Permits</u>		\$0.00	\$75.00		\$75.00

SUBDIVISON

Kent

SD-2013-09-4	LOT SPLIT/CONSOLIDATION	12/13/2013				
	SPLIT 0.1423 ACRES FROM 1008 MOGADORE RD AND		\$0.00	\$30.00	\$0.00	\$30.00
1008 MOGADORE RD						
1000 MOGADORE RD						
SD-2013-09-5	LOT SPLIT	12/23/2013				
	SPLIT THE PARCEL		\$0.00	\$25.00	\$0.00	\$25.00
1410 S WATER ST						
SD-2013-09-8	MAINTENANCE BOND FOR PHASE 5	12/26/2013				
	MAINTENANCE BOND FOR PHASE 5		\$0.00	\$2,862.00	\$0.00	\$2,862.00

Permit Payments Listing by Jurisdiction

From: 11/21/13 To: 12/30/13

	Value	Fee	BBS	Total
SUBDIVISON				
Kent				
STONEWATER				
ROY MARSH				
<u>Total for Kent</u>	\$.00	\$2,917.00		\$2,917.00
<u>Total for SUBDIVISON Permits</u>	\$.00	\$2,917.00		\$2,917.00

Zoning

Kent				
Z-2013-09-22	FENCE	12/6/2013		
INSTALL 5' FENCE IN REAR YARD PER PLAN			\$.00	\$25.00
1106 JESSIE AVE				\$.00
	<u>Total for Kent</u>		\$.00	\$25.00
	<u>Total for Zoning Permits</u>		\$.00	\$25.00
	Total for all permit types:	\$752,333.00	\$23,928.21	\$23,991.83

Monthly Report 12/1/13 to 12/31/13

<i>Date</i>	<i>Complaint Type</i>	<i>Street</i>	<i>Owner or Company</i>	<i>Ward</i>
12/2/2013	Property Maintenance	130 Elm, West	Bailey	3
12/3/2013	Property Maintenance	337 Pleasant	Haren	1
12/3/2013	Property Maintenance	431 Cherry	Longo	3
12/4/2013	Property Maintenance	341 Oak, West	West Park Properties of Ken	3
12/9/2013	Property Maintenance	347 High	Greene	5
12/10/2013	Property Maintenance	318 Main, East	Hershiser	5
12/11/2013	Property Maintenance	136 Elm, West	Myers	3
12/12/2013	Property Maintenance	645 Mae	Rough Beast Investments, L	4
12/6/2013	Illegal Use	415 Cherry	Vandenboom	3
12/2/2013	Snow Violations	0 Main, West		1
12/16/2013	Snow Violations	707 Water, South	Agarwal Ltd. Partnership	5
12/17/2013	Snow Violations	1172 Main, West	Nguyen	2



KENT FIRE DEPARTMENT MONTHLY INCIDENT REPORT JANUARY 2014

FIRE INCIDENT RESPONSE INFORMATION

Summary of Fire Incident Alarms

	CURRENT PERIOD			YEAR TO DATE		
	2014	2013	2012	2014	2013	2012
City of Kent	53	40	55	53	40	55
Kent State University	7	18	20	7	18	20
Franklin Township	11	10	13	11	10	13
Sugar Bush Knolls	1	2	0	1	2	0
Mutual Aid Given	3	1	7	3	1	7
Total Fire Incident Alarms	75	71	95	75	71	95

Summary of Mutual Aid Received by Location

City of Kent	1	0	1	1	0	1
Kent State University	0	0	0	0	0	0
Franklin Township	0	0	0	0	0	0
Sugar Bush Knolls	0	0	0	0	0	0
Total Mutual Aid	1	0	1	1	0	1

EMERGENCY MEDICAL SERVICE RESPONSE INFORMATION

Summary of Emergency Medical Service Responses

	CURRENT PERIOD			YEAR TO DATE		
	2014	2013	2012	2014	2013	2012
City of Kent	188	190	190	188	190	190
Kent State University	35	18	36	35	18	36
Franklin Township	32	34	47	32	34	47
Sugar Bush Knolls	2	1	2	2	1	2
Mutual Aid Given	8	4	2	8	4	2
Total Emergency Medical Service Responses	265	247	277	265	247	277

Summary of Mutual Aid Received by Location

City of Kent	2	5	0	2	5	0
Kent State University	1	0	0	1	0	0
Franklin Township	0	2	0	0	2	0
Sugar Bush Knolls	0	0	0	0	0	0
Total Mutual Aid	3	7	0	3	7	0

TOTAL FIRE AND EMERGENCY MEDICAL SERVICE RESPONSE INCIDENTS

	340	318	372	340	318	372
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TOTAL ALL RESPONSES, INCLUDING MUTUAL AID

	344	325	373	344	325	373
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2013 Private Property Code Violations Summary

This summary report was prepared by staff to track progress on code compliance issues in the City of Kent. This is the eighth year that these statistics have been analyzed so this report includes a comparison across several years – 2006, 2007, 2008, 2009, 2010, 2011, 2012, and 2013.

With eight years of data we continue to identify common themes that re-appear year after year, e.g., high incidence of overgrown vegetation citations, and it also notes new trends that have emerged the last several years, e.g., an increase in sign zoning violations in public right-of-ways.

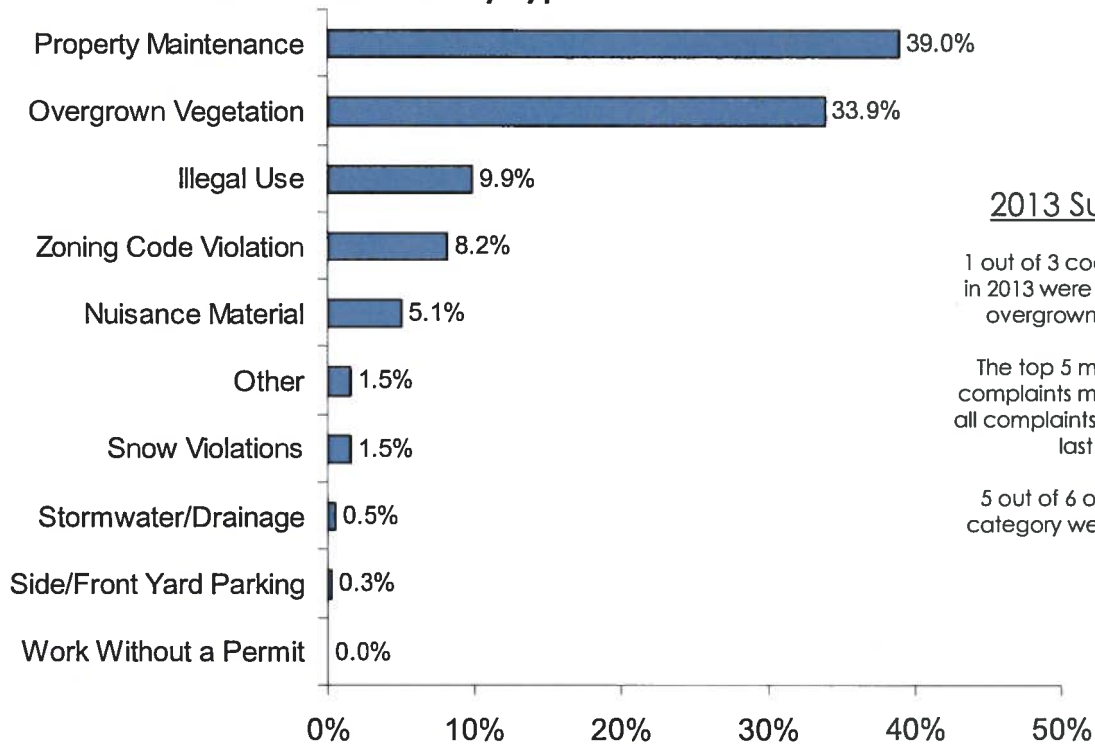
For the sixth consecutive year, rental property citations surpassed owner occupied citations for the total number of citations issued – with property maintenance complaints remaining a significant problem for all property owners. This year vacant properties had the most violations for overgrown vegetation, whereas rental properties had the most last year.

Using this data we hope to be able to continue to introduce new code initiatives.

property maintenance zoning snow removal trash tall grass and weeds

Code Inspection Results in 2013

Code Violation Distribution by Type



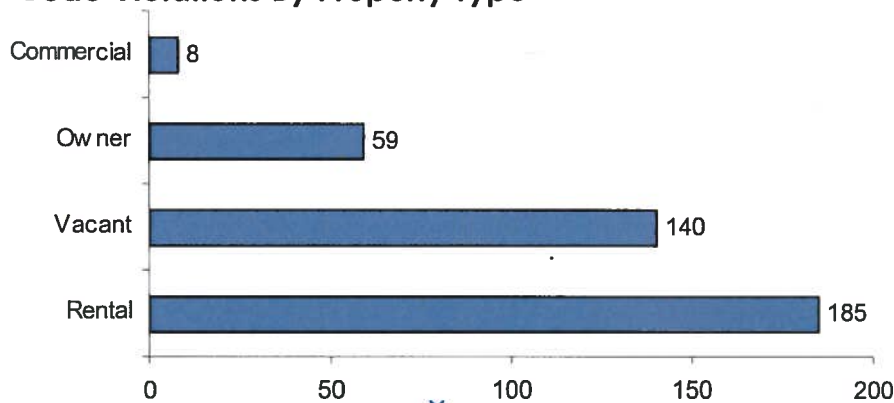
2013 Summary

1 out of 3 code complaints in 2013 were in response to overgrown vegetation

The top 5 most common complaints made up 96% of all complaints, 5% more than last year

5 out of 6 of the "other" category were tool rentals

Code Violations By Property Type

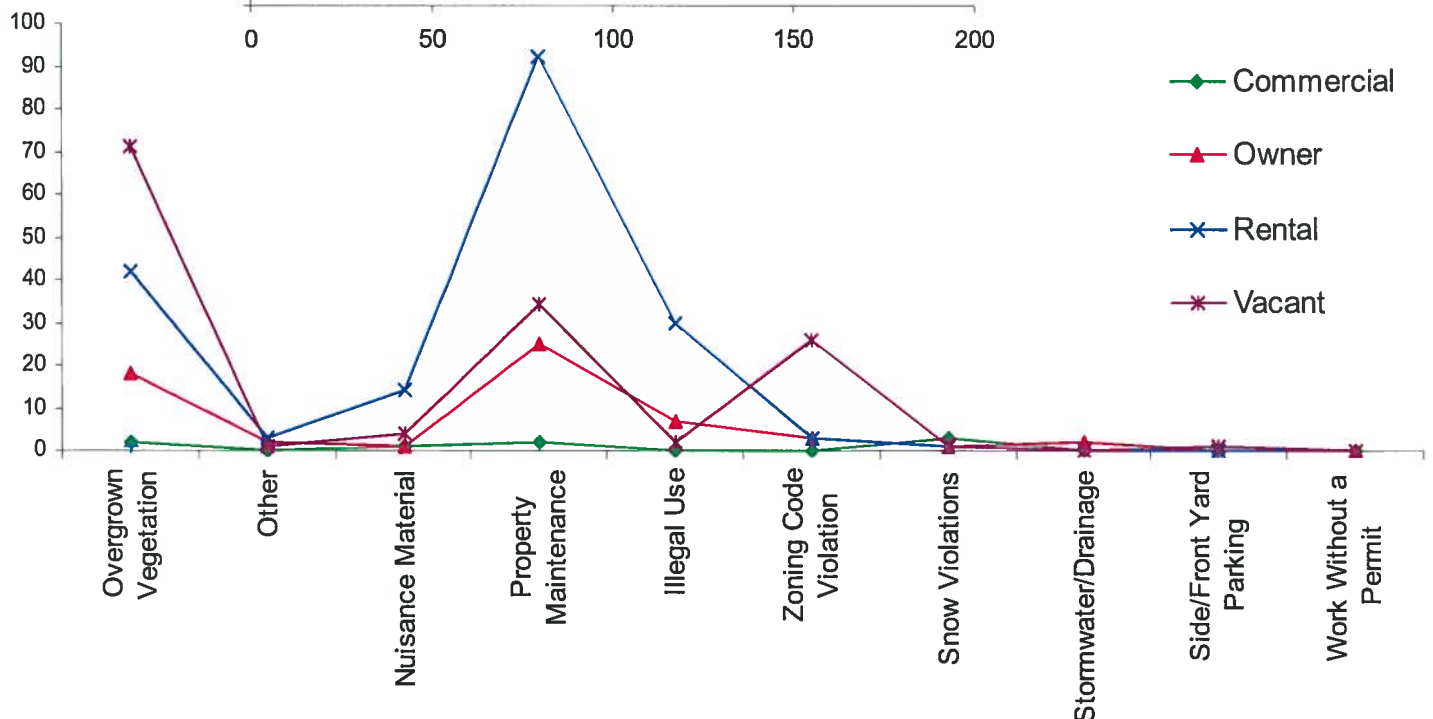


2013 Summary

47% of all violations occurred at rental properties

Rental properties had the highest number of violations for property maintenance than any other category

Vacant properties had the highest incidence of overgrown vegetation

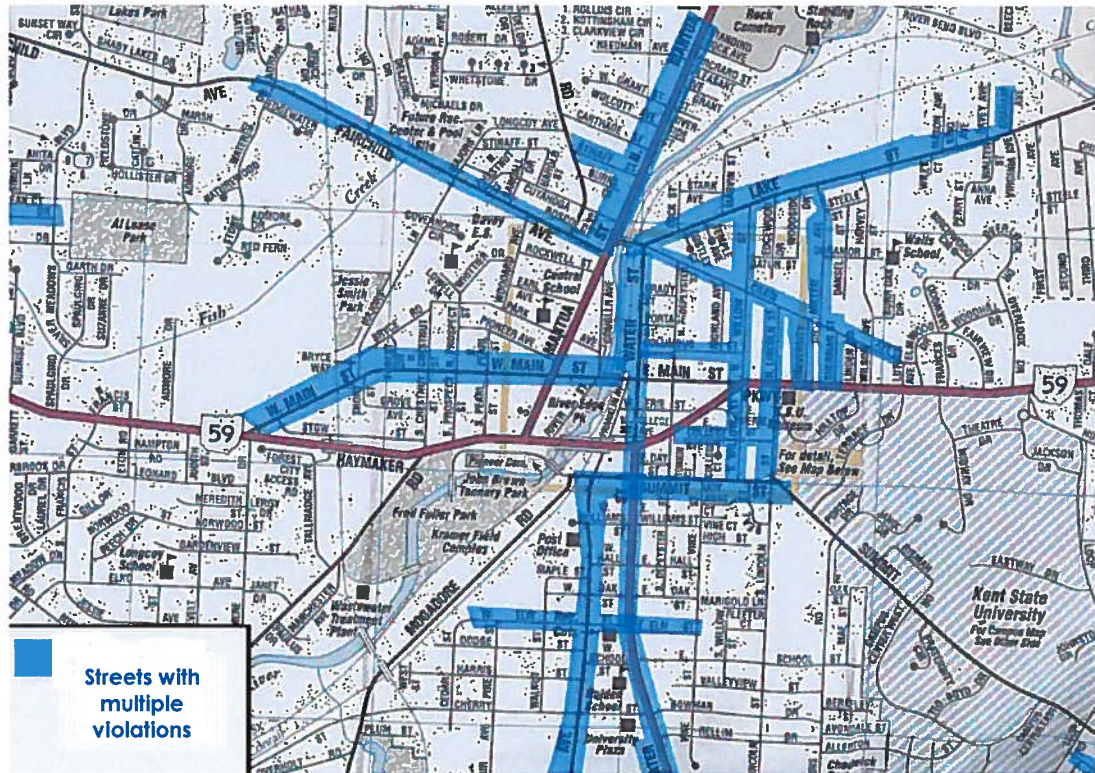


Code Inspection Results in 2013

TOP 20 Streets for Code Violations in 2013

The following 20 streets are listed in descending order for the most violations in 2013:

STREET	# VIOLATIONS
S. Water	31
E. College	23
N. Lincoln	18
University	18
Lake	17
Silver Meadows	16
E. Elm	15
Crain	12
E. Main	12
W. Main	11
Cherry	9
N. Depeyster	9
Harris	9
E. School	8
Bowman	7
N. Francis	6
High	6
Vine	6
Carol	5
Franklin	5



Street Summary

A total of 100 streets had violations in 2013

The top 20 streets accounted for 62% of the total violations

42% of the streets had only one violation

The map illustrates streets with multiple violations. It's important to remember that the inspection process is mainly complaint based so heavily trafficked streets are likely to have a disproportionately high number of violations called in.

Property Summary

392 violation notices were issued in 2013

282 different property owners received violation notices

54 properties or 14% of properties (1 out of 7) were repeat offenders in 2013

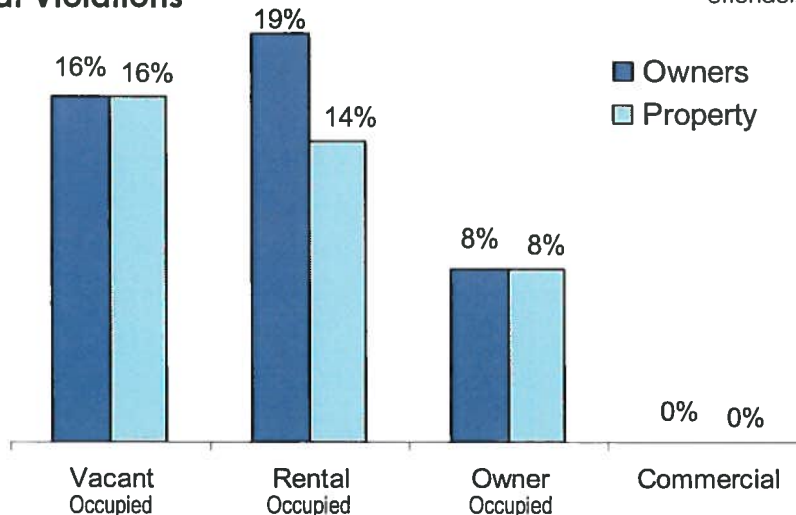
The single owner with the most violations had 11 in the course of the 12 month period

Overall 31 owners had violations at multiple properties (8%)

5 owner occupied properties were repeat offenders in 2013

1 out of 5 rental property owners were repeat offenders

Percent of Repeat Violations



Code Inspection Results 2006 to 2013

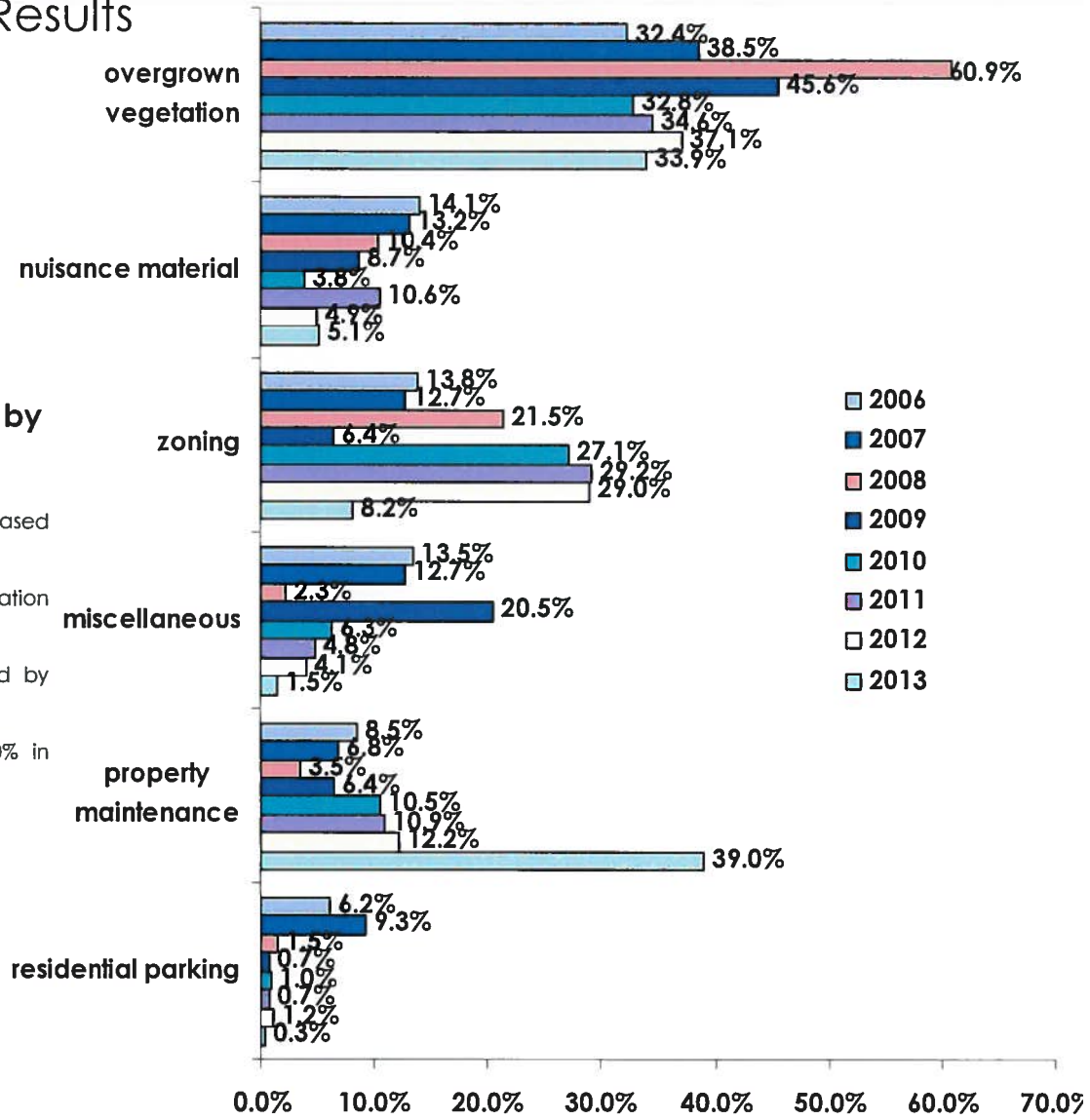
Code Violation Distribution by Type (2006 to 2013)

Four of the main violation types decreased this year

2013 was the first year overgrown vegetation complaints decreased in over two years

Property maintenance issues increased by 27% in 2013

Zoning code violations decreased 20% in 2013



Code Violations by Property Type (2006 to 2013)

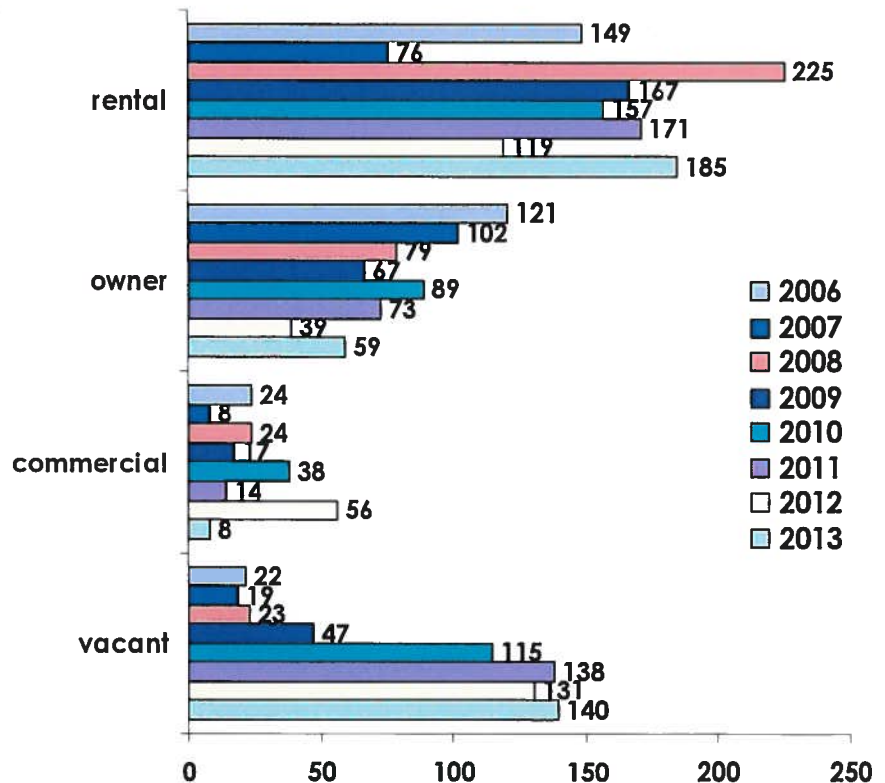
Total rental violations increased by 66

Total owner violations increased 20 incidents

This was the first year in six years that rentals did not have the highest number of overgrown vegetation violations, with vacant properties being the highest

Total commercial violations increased by 48

Three of the four property types had an increase in violations in 2013



Code Inspection Results 2006 to 2013

Street Violation Summary (2006 to 2013)

8 out of 20 streets with the highest violations changed from 2012 to 2013

Only 1 of the top 5 were the same from 2012 to 2013

In 2013 the number of streets with violations increased by 4 or 1%

5 streets have remained in the top 20 every year

Property Violation Summary (2006 to 2013)

Total citations increased by 47 or 12% from 2012 to 2013

In 2006 the total number of violations by property owner was 254, then a decrease of 88 owners or 35% in 2007, in 2008 the total number increased by 88 back to 254, in 2009 the total number of property owners was 254 again, in 2010 there was an increase of 77 for a total of 331, then in 2011 there was a decrease of 10 for a total of 321, another decrease of 57 for a total of 264 in 2012, and finally an increase of 18 for a total of 282 in 2013

Repeat offender property owners decreased by 46

Vacant properties were the lowest for repeat violations in 2010, 2011, & 2012, while commercial properties were the lowest in 2013

Code Inspection Duties in Kent

The City's code inspection functions are decentralized with responsibilities spread out among several city departments:

- The Health Department manages the enforcement of the state health code, e.g., food service, swimming pools, licensed boarding houses, trash.
- The Fire Department has a range of building inspection duties related to upholding the state fire code, e.g., electrical, ingress/egress, etc.
- The Police Department handles a number of nuisance activities such as enforcement of the noise ordinance and nuisance parties.
- The Community Development Department performs all inspections related to construction activity, administers the zoning code, and responds to a number of exterior maintenance types of complaints, e.g., tall weeds and grass, graffiti, fencing, etc.

Code Inspection Policy

The City's code inspection efforts are governed by national/state laws and adopted City policy that seeks to protect public health and safety. Where national/state laws establish standards, e.g., building code, fire code, etc., the City ensures private activities comply with those standards through routine permitting, licensing and inspection procedures.

In addition, the City has adopted a range of property requirements that establish local standards for maintenance of private property, e.g., tall weeds and grass, exterior maintenance, etc. These requirements were created as a means to uphold the community's expectations for their investment in their homes, businesses and quality of life enjoyed in the community.

Clean, well-maintained neighborhoods do much more than just make Kent a pleasant place to live. Neighborhoods whose homeowners perform routine, basic maintenance on their structures and yards consistently enjoy lower crime rates and higher property values.

Code Inspection Practices

For those activities that require permits and licenses, the City has procedures in place that govern the necessary application, notification, and inspection of regulated activities.

For the local code matters, the City has historically used a complaint driven practice, whereby inspections are performed only in response to a complaint. This practice was in part due to the lack of staffing available to patrol neighborhoods and seek out violations fairly, but it was also a policy established by City Council in an effort to maintain a more customer-friendly community.

Since the hiring of a full-time Code Enforcement Officer in 2008 the City has been able to take a more pro-active approach to Code matters while maintaining good customer service.