



## Council Work Session

The City Clerk has scheduled a Work Session at 6:30 pm for Council to discuss the upcoming Charter Review Committee process which is scheduled to occur in 2025.

## Committee of the Whole

### 1. Boards and Commission Candidate Interviews (Mayor)

The City Clerk has invited the candidates for vacant City Boards and Commission positions to interview with Council.

*Administrative Recommendation*

Interview the prospective Board and Commission candidates.

*Council Action*

**Interview the prospective Board and Commission candidates.**



## Finance Committee

### 1. Chamber of Commerce Fireworks Funding Request (Eric)

Eric has requested Committee time to present a request from the Kent Area Chamber of Commerce to fund the fireworks for Heritage Fest 2025 at a cost of \$18,590. This City started funding the fireworks decades ago after the Kent Rotary withdrew their sponsorship for the fireworks. (attachment)

*Administrative Recommendation*

The continued popularity of fireworks as part of the annual Heritage Fest and Independence Day celebration makes it difficult to withdraw City funding, so I recommend Council's support.

*Council Action*

**Authorize the City's continued funding of the annual fireworks show at Heritage Fest for 2025 at a cost of \$18,590 as presented, with the emergency clause.**

### 2. City/Portage County Public Defender Contract Renewal (Hope)

Hope is requesting Council's authorization to renew the City's contract with the Portage County Office of the Public Defender for the purposes of legal counsel to indigent persons for the period of January 1, 2025 through December 31, 2025. (attachment)

*Administration Recommendation*

This is an annual contract renewal that Hope and I recommend for Council's authorization.

*Council Action*

**Authorize the renewal of the Portage County Public Defender's contract for 2025, with the Emergency Clause.**



## Finance Committee (continued)

### 3. Presentation of the Proposed 2025 City Operating Budget (Rhonda)

Rhonda Hall has requested Committee time to present the proposed 2025 City Operating budget. (budget book passed out to Council at 11/20 Council meeting)

#### *Administration Recommendation*

I recommend Council receive and authorize the proposed 2025 City Operating budget, including the proposed 3% Water and Sewer rate increases.

#### *Council Action*

**Authorize the proposed 2025 proposed City Operating budget, including the 3% Water and Sewer rate increases, with the emergency clause.**



### 4. 2024 Budget Appropriations Amendment (Rhonda)

Rhonda has been working with the department heads to reconcile the approved 2024 budget line items and she has prepared the necessary appropriations amendments to reflect the changes needed to balance those line items. Rhonda is also asking for approval to perform the final year-end budget reconciliation for 2024. (attachments)

#### *Administration Recommendation*

I recommend Council's authorization of the 2024 appropriations amendments and the annual end of year budget reconciliation for 2024.

#### *Council Actions*

**1)Approve the 2024 budget appropriations amendments, 2)authorize the final year-end reconciliation for 2024, with the emergency clause.**

### 5. 2024 "Then and Now" Authorization for the City Audit (Rhonda)

Rhonda has requested Committee time for Council's approval of the latest "then and now" purchases as required by the City's auditing standards. (attachments)

#### *Administration Recommendation*

I recommend Council's approval of the "then and now" purchases as presented.

#### *Council Actions*

**Approve the latest "then and now" purchases, with the emergency clause.**



## Streets & Sidewalks Committee

### 1. Downtown Special Event Street Closure Changes (Eric)

The staff have been re-evaluating the current special event street closure and parking policies and they would like to present a couple of changes that they believe will better accommodate the current needs of special event organizers, downtown businesses and customers. (attachment)

#### *Administrative Recommendation*

The City's downtown special event street closure and parking rules have been in place for a decade and as consumer and business needs have changed post Covid, I recommend Council's consideration of the possible changes to downtown special event street closure and parking to better align with current needs.

#### *Council Action*

**Receive the staff report and authorize the proposed special event street closure changes as presented, with the emergency clause.**



## Streets & Sidewalks Committee (continued)

### 2. Proposed Vine Street On-Street Parking Change (Jim)



Jim has asked for Committee time to present a recommendation from the Traffic, Engineering and Safety Committee to approve a request from residents on Vine Street (from Bowman Drive south to the end of the street) to allow on-street parking on the east side of Vine Street. 81% of the residents impacted by the proposed change supported it, and 19% did not submit a response. (attachments)

#### *Administration Recommendation*

The resident petition met the criteria for Council's consideration of the parking change, the staff reviewed the change, and we recommend Council approve it as presented.

#### *Council Actions*

**Authorize the proposed change in on-street parking on east side Vine Street, from Bowman Drive south to the end of the street, as presented, with the emergency clause.**

### 3. Downtown Parking Meter Policy Updates (Bridget)



Bridget has asked for Committee time to present recommendations to update the City's parking meter regulations to address inclement weather, compliance and enforcement, meter hours, and new EV charging stations. (attachments)

#### *Administration Recommendation*

The City parking meters have been in operation for a decade and the staff and I recommend Council's consideration of the proposed updates to the policies and operations of the parking meters as presented.

#### *Council Actions*

**Receive the staff report and authorize the proposed changes in the related parking meter policies and operations as presented, with the emergency clause.**

## Executive Session

Staff is requesting an Executive Session to review the proposed changes to the City's 2025 position allocation ordinance and General Compensation Plan, discuss a City Commission status, and a legal matter.

## Information Items

There are no information items to share at this time.