



Special City Council Session

The City Clerk has scheduled a Special Regular Council Session at 6:45 pm to allow Council to vote on 2 items previously approved as action items in Committee. If approved, **the first item would grant staff the authority to process 2 development projects administratively** (in the absence of the ARB) and **the second item requests legislative approval of the Hike and Bike Trail Agreement with Akron Water.**

The first item was approved on first reading last month but Council members have since expressed a desire to expedite the readings and consider suspending the rules for passage of the legislation through the emergency clause in order to avoid delaying the projects. The Trail Agreement was not included on the last meeting agenda, but it is now ready for Council's consideration, with the emergency clause.

Committee of the Whole

1. Boards and Commission Interviews (Amy)

The City Clerk has scheduled time for Council to consider the prospective candidates interested in filling vacancies on City Boards and Commissions. (attachment)



2. Update on the City Hall Construction Project (Melanie)

Melanie has asked for Committee time to share an update on the status of the construction of the new City Administration building.

Administrative Recommendation

Receive the staff update, no action is necessary.

Council Action

Receive the staff update.



3. Proposed Ward Boundaries Revisions (Hope)

Hope has requested Committee to review the response from the Portage County Board of Elections regarding when the changes in the Ward Maps, if adopted, would go into effect.

Administrative Recommendation

The County Board of Elections reports that the Ward changes would NOT go into effect until after the 2024 election. I recommend Council receive the staff report and adopt the proposed map changes, authorizing staff to proceed with finalizing the legal descriptions of the new Ward boundaries.

Council Action

Receive the staff report, adopt the proposed map changes, and authorize the staff to proceed with finalizing the legal descriptions of the new Ward boundaries.



Community Development Committee

1. Haymaker Farmer's Market Sub-Lease Renewal (Bridget)



Bridget Susel has requested Committee time for Council to consider the renewal of the City's sublease with the Farmer's Market for the property that the City leases from the railroad along Franklin Avenue for the 2024 season. The sublease has been provided for \$1 per year and Bridget is recommending renewing that sublease again for 2024. (attachment)

Administration Recommendation

The City has historically provided the Farmer's Market with a lease to host the weekly Farmer's Market on the land along Franklin Avenue at a nominal fee and I recommend Council's support to renew that sublease (contingent upon the approval of ABC Railroad).

Council Action

Authorize the renewal of the sublease for the Farmer's Market, with the emergency clause.

2. Proposed 2024 CDBG Action Plan (Bridget)



Bridget has requested Committee time to provide an overview of the proposed 2024 CDBG Action Plan. Based on 2023 figures, City staff anticipates receiving \$285,000 in 2024. Six project funding applications were received for 2024 funding amounting to a total request of \$314,000. The staff will present the proposed project allocation of the 2024 funding for Council's information. (attachment)

Administration Recommendation

The staff will provide an overview of the CDBG projects proposed for 2024 but we are not asking for Council's motion for authorization until May, after the public hearings are held.

Council Action

Receive the staff report, no action at this time.

3. Economic Development Revolving Loan Fund Amendment (Bridget)



Bridget has asked for Committee time to present the recommendation of the City's Revolving Loan Fund (RLF) Review Committee to amend the terms of the City RLF and shift from an adjustable rate (set at $\frac{1}{4}$ percent of prime) to a fixed rate set at 3%. As a result of the steady rise in the prime rate, the Committee and staff believe an adjustable rate is a less favorable option for local businesses and the Committee unanimously recommended moving to the proposed 3% fixed rate. (attachment)

Administration Recommendation

The City's RLF program is an effective financial tool to assist current and prospective Kent businesses secure the funding needed to make their business investments, and I recommend Council's support of the staff and RLF Committee proposed change from variable rate to fixed interest rate at 3%.

Council Action

Authorized the proposed change in the City's RLF term sheet from a variable interest rate to a 3% fixed rate as presented, with the emergency clause.

4. Economic Development Update (Eric)



Eric has asked for Committee time to share his Economic Development Report for 2023. (attachment to be provided with the presentation)

Administration Recommendation

Receive the staff report, no action is necessary.

Council Action

Receive the staff report, no action is necessary.



Health & Safety Committee

1. 2023 Health Department Annual Report (Joan)

Joan has requested Committee time to present the highlights of the Annual Report of the Health Department for 2023. (attachments)

Administration Recommendation

Receive the staff report, no action is necessary.

Council Actions

Receive the staff report, no action is necessary.

Streets, Sidewalks & Utilities Committee

1. East Main Street Construction and Maintenance Agreement (Jim)

Jim has requested Committee time for Council to consider the approval of the proposed Construction and Maintenance Agreement between the City, Kent State University and PARTA for the East Main Street Transportation Improvement Project. (attachment)

Administration Recommendation

The Agreement outlines the contributions and responsibilities in this important partnership project and I recommend Council's approval.

Council Action

Authorize the East Main Street Construction and Maintenance Agreement between the City, PARTA and Kent State University to proceed with the East Main Street Transportation Improvement project as presented, with the emergency clause.



Information Items

1. Kent Police Statistics

Chief Shearer has provided a copy of the police statistics report for January 2024. In 2024 calls for service are down 14.4% (by 238 calls); traffic citations are down 31.8% (by 55 tickets); accident incidents are up 35.7% (by 15 incidents) for the month and serious crimes are up, at 5 incidents, compared to 2 in January of 2023. (attachment)

2. Income Tax Report

Rhonda Hall has provided a summary of income tax collections for January of 2024. Overall, the City income tax collections YTD are down 15% (\$240,383) compared with YTD of 2023. For the month of January, the City income tax collections are down 15% (\$240,383) compared to 2023. (attachment)