



CITY OF KENT, OHIO

CLERK OF COUNCIL

MEMO

To: Mayor Jerry T. Fiala
City Council Members Amrhein, DeLeone, Ferrara, Kuhar, Rosenberg, Shaffer, Sidoti, Turner, Wallach

From: Amy Wilkens, Clerk of Council

Date: July 29, 2020

Re: Boards and Commission Applicant Packet

Board and Commission vacancies have been advertised in the Fall 2020 Tree City Bulletin, on the City's website and social media, with application review to be held at the August 5, 2020 Council Committee Meeting. The Clerk of Council is requesting Council time to review and approve moving forward with filling vacant spots on the City's Boards and Commissions.

Attached is the applicant packet of candidates for your review. An Executive Session has been planned at the end of the Committee Meetings to discuss the applicants. Voting will occur and appointments will be made at the Regular Council Meeting on August 19, 2020.

Please let me know if you have any questions concerning the attached materials or if you need additional information. Thank you.

CC: Dave Ruller
Hope Jones
Bridget Susel
Patti Long



Boards and Commissions August 2020 Candidates

Board of Building Appeals – Five (5) Vacancies

1. David Soukenik New Applicant (Also applied for Health Board)

Board of Health - One (1) Vacancy

1. Louise Frederick Seeking Re-appointment
2. Lyndsay Nowak New Applicant
3. David Soukenik New Applicant (Also applied for Board of Building Appeals)
4. Ryan Wood New Applicant

Equalization Assessment Board – Twelve (12) Vacancies

No Applicants

Fair Housing Board- One (1) Vacancy

1. Andria Blackwood New Applicant (Also applied for PARTA)

Loan Review Board- One (1) Vacancy

No Applicants

Parking Action Committee -Three (3) Vacancies

1. William Arthur Seeking Re-appointment

Portage Area Regional Transportation Authority (PARTA) One (1) Vacancy

1. Jack Murphy New Applicant
2. Andria Blackwood New Applicant (Also applied for Fair Housing Board)
3. Karen Beck New Applicant

Stormwater District Review and Appeals -Two (2) Vacancies

No applicants

DEADLINE IS JULY 21, 2020 AT NOON.

All Applicants must appear for an interview on August 5, 2020 to be considered for the position.

BOARD OF BUILDING APPEALS

Volunteer. Five (5) Vacancies: One (1) Vacancy for a *General Contractor*; One (1) Vacancy for *General Public* and Three (3) vacancies for *Alternates*. TERM: Three (3) years

BOARD OF HEALTH

Volunteer. One (1) Vacancy: The Board of Health is created in accordance with Kent City Charter Chapter 66(A). The Board of Health of the City may make such orders and regulations as it deems necessary for its own government for the public health, the prevention or restrictions of disease and the prevention, abatement or suppression of nuisances. *No member of the Board shall serve more than two (2) full terms consecutively*. TERM: Five (5) years commencing 8/17/20 through 12/31/25

EQUALIZATION ASSESSMENT BOARD

Volunteer. Twelve (12) vacancies. Must be elector of the City as well as a property owner. Members of the Board shall hear objections to estimated special assessments for particular projects in the City. Boards for specific projects shall be selected, by lot, from the Assessment Equalization Board. TERM: Three (3) years.

FAIR HOUSING BOARD

Volunteer. One (1) Vacancy. City of Kent codified ordinances Chapter 557.05: There is hereby created the Fair Housing Board to consist of seven members who shall be qualified electors of the City. They shall be appointed by Council. Of the members first appointed, one shall hold office for a term of one year; one for a term of two years; and the other for a term of three years; and their successors shall be appointed for terms of three years. All vacancies shall be filled by appointment for the remainder of the unexpired term. TERM: Three (3) years.

LOAN REVIEW BOARD

Volunteer. One (1) Vacancy available for a *Local Attorney*. The City's Loan Review Board is responsible for reviewing loan applications from qualified businesses seeking Economic Development Administration (EDA) funding to assist with needed commercial start-up or production expansion costs. TERM: Five (5) years.

PARKING ACTION COMMITTEE

Volunteer. Three (3) vacancies. Must be elector of the City. Responsible for administering the policy recommendations of the Parking Management Planning Committee. Composed of the City of Kent Community Development Director; City of Kent Safety Director; City of Kent Service Director; a representative from the Kent Area Chamber of Commerce; and five (5) members of the Business Community, appointed based on : 1. Geographic Basis – (e.g.: East and West Main Streets, North and South Water Streets, Franklin Avenue, side streets...) and 2. Land Use Basis – (e.g.: Church, service, retail, housing and nightclub representation...) TERM: Five (5) years.

PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

(P.A.R.T.A.)

Volunteer. One vacancy. Must be electors of the City for a period of at least three years prior to appointment. PARTA serves Portage County and works to provide transportation systems for the purpose of scheduled mass movement of passengers. Term: Three (3) years

STORMWATER DISTRICT REVIEW AND APPEALS BOARD

Volunteer. Two (2) Vacancies. The Board will hear appeals regarding disputes brought by owners and non-owners concerning application of the city's Stormwater Utility Chapter and will have the authority to make adjustments to provide relief due to unique circumstances which reduce the burden of operating, constructing, repairing and maintaining the Stormwater utility system. Term: Two (2) years

NOTE: By statutory definition, "elector" means anyone of voting age and a resident of the City. The Kent City Charter Section 8.01 mandates that all appointments to City Boards and Commissions shall be electors of the City, with the exception of the Board of Building Appeals.

APPLICATIONS ARE NOW BEING ACCEPTED THROUGH **July 21, 2020 AT NOON**. Interviews will be scheduled by the Clerk for **August 5, 2020** at 7:00 p.m. during Council Committee Meetings

1. Fill out the online application at www.kentohio.org/184/Boards-Commissions
2. Or, print, complete and sign a Boards and Commissions application and return to Amy Wilkens, Clerk of Council
 - Email **signed** application to councilclerk@kent-ohio.org
OR
 - Mail application to 301 S. Depeyster St. Kent, OH 44240

Questions? Contact the Clerk of Council at (330) 678-8007 or Email councilclerk@kent-ohio.org

**BOARD OF
BUILDING
APPEALS**



Council, Clerk of <councilclerk@kent-ohio.org>

Online Form Submittal: Online Boards & Commissions Application

1 message

noreply@civicplus.com <noreply@civicplus.com>
To: councilclerk@kent-ohio.org

Tue, Jul 21, 2020 at 1:55 PM

Online Boards & Commissions Application

Note

All candidates must appear in person for an interview to be considered for a position. This applies to reappointments as well as new applicants.

First Name	David
Last Name	Soukenik
Address	80 Lightning Lane
City	Kent
State	Ohio
Zip Code	44240
Home Phone Number	<i>Field not completed.</i>
Cell Phone Number	949-400-9329
Email Address	dsoukenik@portageco.com
# of years you have lived in Kent	3
Education	Bachelor of Arts - Public Communication/Pre-law (Current law school applicant)
Place of Employment	Portage County Common Pleas Court
Political Party	Democrat
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Board of Building Appeals , Board of Health
Please provide educational and professional background to assist Council in review of your application.	Please see resume
Why are you interested in this appointment?	I take an active interest in policies and events that take place in the City of Kent. I would like to serve in a capacity that allows

me to assist in the enforcement of OBC and health related matters.

Resume or other qualifications

[Resume \(Soukenik, David\) \(1\).docx](#)

Email not displaying correctly? [View it in your browser.](#)

David M. Soukenik

80 Lightning Lane, Kent, Ohio 44240

Phone: (949) 400-9329 Fax: (330) 297-5370 E-Mail: dsoukeni@kent.edu

Experience

Common Pleas Court Portage County – Bailiff

5/26/20-Present

- Announce entrance of judge; experience in ensuring the safety of visitors, judges, employees, and the general public who visit the Common Pleas Court; skilled in preparing courtrooms for sessions, maintaining order in the courtroom; enforce courtroom rules of behavior; accompany the jury members outside the courtroom to avoid contact with the general public; skilled in reviewing and serving properly filed and organized legal documents to the jury; maintain case testimony records in an authorized computer system and retrieve the same when needed.
- Legal knowledge including court procedures and government regulations; sound knowledge of public safety and security; capable of maintaining absolute confidentiality of case records; substantial knowledge of jury impaneling, general law office practices and case proceeding protocols.
- Report need for police or medical assistance to office; transport prisoners to and from the courtroom; copy and post daily case schedules; sign in all persons appearing in court and ensure each is on the docket.

Smithers – Conference Producer and Project Manager

8/20/19 - 4/20/20

- Managed, produced and attended 7 industry conferences: Sustainability in Packaging, Digital Print for Packaging, Silicone and Thermoplastic Elastomers, SmartPack, Image Sensors Auto & Americas, ENDS (E-Cigarettes); provide guidance and discussion points to speakers for presentation development and manage all speakers, pre-, during and post event; gain feedback from all those attending the event in order to make recommendations as to the positioning, content and development of that event.
- Identify potential sponsors and work with the sales team in agreeing on a sales plan and securing sponsorship; travel for the purpose of combined research/sales meetings with the sales team; manage relationships with external partners (associations, speakers, advisory boards, media partners and senior industry figures); manage sales, marketing, and operations team in production of events.
- Works with the marketing team to maximize registration revenue, with primary responsibility for strategy and plan of event marketing campaigns, including email promotions, website promotion, social media digital collateral and third-party direct marketing.

Megargel, Eskridge & Mullins LLP – Office Manager & Legal Assistant

2/1/15 - 8/16/19

- Conserving attorney's time by reading, researching, reviewing, verifying, and routing correspondences, reports, and legal documents for criminal, civil, domestic, probate, and juvenile cases; drafting letters and documents such as summonses, complaints, motions, responses, and subpoenas; collecting and analyzing information.
- Initiating telecommunications; organizing client conferences, and attorney meetings; scheduling couriers, court reporters, expert witnesses, and other special functions; coordinating preparation of charts, graphs, and other courtroom visuals; preparing expense reports.
- Maintain hard copy and electronic filing system; coordinate office management activities; plan events and volunteer activities.

Guido's Pizza and Catering – Lead Caterer and Server

6/1/14 - 9/30/18

- Assembled and delivered food and supplies for catered functions to scheduled locations; prepared hors d'oeuvres, sandwiches, deli platters, and salads. Set up buffet tables, food, beverage, and service items; ensured food items had identifiers or menus; kept display equipment, buffets, and tables clean and free of debris.
- Maintain clean and organized dining area to facilitate workflows and minimize safety hazards. Quickly served customers food/beverages and followed up with customers to ensure satisfaction or resolve issues. Greet/welcome guests and respond to specific requests in courteous manner.

Education

Hondros College – Akron/Canton, Ohio

2019 – 2020

Certificates - Real Estate Principles and Practice, Real Estate Law, Finance, & Appraisal

Kent State University – Kent, Ohio

2014 - 2019

Bachelor of Arts – Public Communication (Pre-Law minor)

Institute of Intercultural Management, Communication and Law – Paris, France

1/1/18 - 5/01/18

French language studies, Geopolitics (International Law), Analysis and Debate, Business, Marketing and Communications

Skills

In depth working knowledge of legal procedures and terminology, knowledge of local, state, and federal filing rules, organizing and planning, information collection and management, decision making and judgment, confidentiality and team work, public speaking, active community involvement, Microsoft Office.

**BOARD
OF HEALTH**



Council, Clerk of <councilclerk@kent-ohio.org>

Online Form Submittal: Online Boards & Commissions Application

noreply@civicplus.com <noreply@civicplus.com>
To: councilclerk@kent-ohio.org

Mon, Jun 29, 2020 at 8:06 PM

Online Boards & Commissions Application

Note

All candidates must appear in person for an interview to be considered for a position. This applies to reappointments as well as new applicants.

First Name	Louise
Last Name	Frederick
Address	226 S Pearl St
City	Kent
State	OH
Zip Code	44240
Home Phone Number	<i>Field not completed.</i>
Cell Phone Number	330-221-7341
Email Address	LaWeezie241@gmail.com
# of years you have lived in Kent	35
Education	ADN. Currently enrolled in RN-BSN program through Ohio University, expected to finish Summer 2020. Plans to pursue MSN, hopeful to enroll Fall 2020.
Place of Employment	Registered Nurse at University Hospitals Portage Medical Center (started 8/2014) and Triage Nurse for Unity Health Network (started 5/2020)
Political Party	Democratic Party
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Board of Health
Please provide educational and professional background to assist Council in review of your application.	Please see attached resume for educational and professional background. *Resume has not yet been updated to reflect addition of newly accepted position as a Triage Nurse for Unity Health Network, where I am responsible for triaging calls from

patients attempting to contact their medical provider for advice after hours.

Why are you interested in this appointment?

I am seeking re-appointment for the same position which will become open after my term ends 8/16/2020. Though my current term has been short, I am very pleased with the experience thus far and look forward to continuing to serve the citizens of Kent to the best of my abilities. I am very impressed with the current appointees on the Board of Health and hope that I am to to continue to learn from this experience with them.

Resume or other qualifications

[Frederick, Louise RESUME FEB-2020.pdf](#)

Email not displaying correctly? [View it in your browser.](#)

Louise Frederick

226 S Pearl St ♦ Kent, Ohio 44240

Phone: (330) 221-7341 ♦ Email: LaWeezie241@gmail.com

Registered Nurse

Profile	Extremely organized individual with excellent time management skills, ability to multi-task well, excels in leadership roles. Ability to remain calm and clear-minded during stressful situations, always keeping patient safety a priority. Excellent communication skills, ability to earn and maintain the trust of patients and their families quickly. ACLS and BLS certified, plans to pursue Cardiovascular Certification.		
Education	Currently enrolled in RN-BSN program through Ohio University, expected to finish Summer 2020. Plans to pursue MSN, hopeful to enroll Fall 2020.		
	<u>Herzing University, Akron Campus – Akron, Ohio</u>		12/2013
	<i>Associate of Applied Science in Nursing</i>		
	♦ Preceptorship: Summa Health System – Barberton, Ohio – Emergency Department		
	<u>Northcoast Medical Training Academy – Kent, Ohio</u>		2/2008
	<i>Licensed Practical Nurse Diploma</i>		
Experience	<u>Summa Rehab Hospital – Akron, Ohio</u>	<i>Registered Nurse</i>	11/2017-4/2019
	Provided skilled nursing care on an as needed basis for up to six post-acute rehab patients at a CARF accredited facility; specializing in programs for stroke, brain injury, spinal cord injury, and amputee patients.		
	<u>University Hospitals Portage Medical Center – Ravenna, Ohio</u>	<i>Registered Nurse</i>	8/2014–presently employed
	Staff nurse on the Step-Down unit, caring for four to six critical care patients. Including chest pain patients, cardiac drips, BiPap units, post-heart cath and pacemakers. Frequent title of Resource Nurse, responsible for staff assignments and placing patients appropriately. Worked closely with and earned the respect of Cardiologists and Internal Medicine Doctors. Served as a mentor to many new graduate nurses and other co-workers.		
	Select Achievements		
	♦ 2017 Cameos of Caring Nominee, a nationally recognized award which honors exceptional bedside nurses		
	♦ UH Portage Step-Down Stroke Champion, working alongside UH Portage’s Stroke Coordinator to assist in the efforts to obtain Stroke Certification for our hospital		
	♦ Developed and implemented new forms and staff orientation material used daily on the Step-Down unit to assist in appropriate patient assignments and tracking of different patient populations and procedures		
	<u>St. Luke Lutheran Community – Akron, Ohio</u>	<i>Licensed Practical Nurse</i>	8/2011- 4/2013 & 4/2008-10/2009
	Provided competent nursing care for up to 20 residents each shift in a skilled rehab/long-term care setting, obtaining vital signs, performing assessments, administering medications and performing wound care.		
	Select Achievements		
	♦ Recipient of 2009 AOPHA Star Award, based on resident recommendations for exemplary patient care		
	<u>Birchaven Village – Findlay, Ohio</u>	<i>Licensed Practical Nurse</i>	12/2009-7/2011
	Provided competent skilled nursing care for up to 16 patients each shift, patient population including post-CABG, hip and knee arthroplasties, spinal surgeries, stable cerebral vascular accidents, seizures, and peritoneal dialysis.		
	Select Achievements		
	♦ Initiated effort to reorganize and re-format commonly used forms which resulted in more efficient communication between healthcare staff		



Council, Clerk of <councilclerk@kent-ohio.org>

Online Form Submittal: Online Boards & Commissions Application

1 message

noreply@civicplus.com <noreply@civicplus.com>
To: councilclerk@kent-ohio.org

Wed, Jun 3, 2020 at 8:22 AM

Online Boards & Commissions Application

Note

All candidates must appear in person for an interview to be considered for a position. This applies to reappointments as well as new applicants.

First Name	Lyndsay
Last Name	Nowak
Address	894 Bryce Rd
City	Kent
State	OH
Zip Code	44240
Home Phone Number	3307982263
Cell Phone Number	3307982263
Email Address	nowaklyndsay@yahoo.com
# of years you have lived in Kent	12
Education	Bachelor's of Science in Nursing
Place of Employment	University Hospitals Portage Medical Center
Political Party	<i>Field not completed.</i>
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Board of Health
Please provide educational and professional background to assist Council in review of your application.	I worked as a State Tested Nursing Assistant for 2 years, then a Licensed Practical Nurse for 8 years and currently a Registered Nurse for the past 2 years. I am BLS and ACLS certified. I am also stroke certified and certified in emergency Narcan administration.
Why are you interested in this appointment?	I love the city of Kent and I am looking to get more involved in the community

Resume or other
qualifications

[Resume2020.pdf](#)

Email not displaying correctly? [View it in your browser.](#)

Lyndsay Nowak, BSN, RN

894 Bryce Rd. Kent, OH 44240 * 330-798-2263 * nowaklyndsay@yahoo.com

Summary

Compassionate Registered Nurse with over 13 years of health care experience in diverse patient populations in various fast-paced settings. Effective communicator with excellent problem-solving, critical thinking and organizational skills. Ambitious, self-motivated and eager to continually expand upon knowledge and skill sets.

Licenses and Certifications

- State of Ohio Tested Nursing Assistant (STNA, 2007)
 - State of Ohio Licensed Practical Nurse (LPN, 2010)
 - Project Dawn Certification on Naloxone Administration (2018)
 - State of Ohio Registered Nurse (RN, 2018)
 - NIH Stroke Scale Certified (2018)
 - American Heart Association, ACLS (2019)
 - American Heart Association, BLS (2019)
 - Bachelor of Science in Nursing (RN BSN, 2019)
-

Professional Experience

- **University Hospitals, Portage Medical Center**

7/9/2018 - present

RN Charge Nurse, Step Down Unit

Provides care to hospitalized patients who require frequent assessments and close monitoring, common conditions include; chest pain, elevated troponins, irregular cardiac rhythms and rates, pacemaker insertion, abnormal cardiac stress tests, pre and post heart catheterization, stroke, CHF, sepsis, syncope, etc. Monitor cardiac and other critical vital signs and lab results and detect and changes. Administer medications, including complex cardiac medications and drips that may require titration (Cardizem, Cangrelor, Heparin, Dobutamine, Lasix, Milrinone, TPN). Lab draws and IV starts. Central line care. Head to toe assessments and documentation. Frequent communication with physicians and various hospital departments. Telemetry and EKG training. Wound care. Coordinate with health care team members with admission and discharge planning needs for the patient. Educate the patient and family on disease processes, patient care needs and any safety issues.

Additional roles include: Charge nurse. Unit Based Council Leader. Member of the Nurse Governance Committee. Preceptor to new employees.

- **Axess Pointe Community Health Center, Kent**

10/13/2013 - 7/7/2018

LPN, Lead Nurse

Assists providers with patient office visits, including rooming and interviewing patients; taking and recording vital signs; reconciling current medication lists; obtaining appropriate medical records; ensuring appropriate documentation is prepared and completed per patient visit. Preparation and administration of medications and/or procedures, as directed by the medical provider, including drawing bloodwork and/or obtaining specimens. Provides counseling and health education to patients, providing necessary literature and instruction for continuity of care. Answers nursing telephone calls from patients, discussing medications and lab results, triaging medical conditions, and communicating with the appropriate physicians as necessary. Resource to nursing staff (familiar with all aspects of nursing responsibilities including medication administration, phlebotomy, vaccines, ODH HIV reporting, Cribs for Kids – Infant Safe Sleep Teaching, etc.).

Additional roles include: Quality Improvement Committee member, Compliance Committee member, Inventory Manager, Competency Manager, Orientation Coordinator • Assisting medical team with administrative tasks • Able to identify site specific issues and works closely with managers in their resolutions • Assists with monthly staff meeting • In depth knowledge of ODH, PCMH, OSHA, and HRSA processes and requirements.

- **Canterbury Villa, Alliance**

2011 – 10/10/2013

LPN

STNA supervisor. Conduct STNA performance reviews. Ensures accurate and efficient administration of medications to large groups of residents. Assists residents with ADLs. Communicating with physicians and patient family members. Wound care (dressing changes and wound vacs). Initiate and maintain ordered IV fluids and antibiotics. Experienced with a wide variety of residents including: Locked-Down Alzheimer's Unit, Long Term Skilled Nursing, Short-Term Rehabilitation, Hospice and Palliative Care, Psychiatric Services. Administration of peritoneal dialysis.

- **Sweet Serenity Home Health Care, Canton**

2009 – 2011

STNA

Traveling to patient's homes to assist with ADLS and light housekeeping duties. Administering ordered medications. Monitoring vital signs and communicating

with physician and nursing staff. Caring relationships with patients and their families.

- **Longmeadow Care Center, Ravenna**

2007 – 2009

STNA

Assisting residents with ADLS including bathing, grooming, hygiene, feeding and activities. Transferring residents safely, using mechanical lifts when necessary. Monitor vital signs. Working closely with LPNs and RNs to promote optimal well-being for each resident.

References Available Upon Request



Online Form Submittal: Online Boards & Commissions Application

1 message

noreply@civicplus.com <noreply@civicplus.com>
To: councilclerk@kent-ohio.org

Tue, Jul 21, 2020 at 1:55 PM

Online Boards & Commissions Application

Note

All candidates must appear in person for an interview to be considered for a position. This applies to reappointments as well as new applicants.

First Name	David
Last Name	Soukenik
Address	80 Lightning Lane
City	Kent
State	Ohio
Zip Code	44240
Home Phone Number	<i>Field not completed.</i>
Cell Phone Number	949-400-9329
Email Address	dsoukenik@portageco.com
# of years you have lived in Kent	3
Education	Bachelor of Arts - Public Communication/Pre-law (Current law school applicant)
Place of Employment	Portage County Common Pleas Court
Political Party	Democrat
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Board of Building Appeals, Board of Health
Please provide educational and professional background to assist Council in review of your application.	Please see resume
Why are you interested in this appointment?	I take an active interest in policies and events that take place in the City of Kent. I would like to serve in a capacity that allows

me to assist in the enforcement of OBC and health related matters.

Resume or other qualifications

[Resume \(Soukenik, David\) \(1\).docx](#)

Email not displaying correctly? [View it in your browser.](#)



CITY OF KENT, OHIO

CITY COUNCIL

Deadline – July 21 2020 at NOON.

We rely heavily upon citizen participation through Boards, Commissions and Committees to effectively assist City Council and the Administration staff in planning a better community.

Below is an application form that would give us a little background information. Please fill this out if you think you could devote sufficient time to serve on one of our Boards. You may use additional pages, if necessary. If you have a resume, you may attach it to the application. Please return to: Clerk of Council at councilclerk@kent-ohio.org or mail to the address at the bottom of this application. **All candidates must appear in person for an interview to be considered for a position. This applies to reappointments as well as new applicants.**

NAME: Ryan Wood PHONE: 4408133341 (HOME)

ADDRESS: 815 Marvin St. Kent OH 4408133341 (CELL)

EMAIL: woodr84@gmail.com

EDUCATION: Poly Sci/MBA

OCCUPATION: VP, Pharmacy and Lab Operations

PLACE OF EMPLOYMENT: Signature Health

POLITICAL PARTY: _____
(OPTIONAL EXCEPT WHEN APPLYING FOR CIVIL SERVICE COMMISSION AND INCOME TAX BOARD OF REVIEW WHERE INFORMATION IS REQUIRED BY LAW)

EXPERIENCE RELATED TO THIS APPOINTMENT: Worked in healthcare for the last 8 years
in government health and human services before that.

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? I'm new to Kent, and am looking
for ways to get involved in the community. This is an area I have expertise and feel I can contribute.

ANYTHING YOU CARE TO ADD, SUCH AS EXPERIENCE ASSOCIATED WITH THE CITY:
I've only lived in Kent for a few months, but am interested in getting involved in various ways.

I WOULD LIKE TO BE CONSIDERED FOR:
 1st CHOICE: Board of Health 2nd CHOICE: Any appropriate committee as needed

SIGNATURE: Ryan Wood DATE: 07/20/2020

*** The City of Kent reserves the right to perform background checks.



Ryan
Wood

Vice President, Pharmacy and Lab
Operations

440-813-3341

woodr84@gmail.com

Kent / Ohio / USA

www.linkedin.com/in/RW44094

SKILLS

8 / 10

Fiscal and Operational Management

8 / 10

Innovation

9 / 10

Customer Service

10 / 10

People Leadership

6 / 10

Six Sigma

EDUCATION

Business Administration, Masters

The University of Findlay
Graduation 2009

Political Science, Bachelors

The University of Findlay
Graduation 2007

LEADERSHIP

Vice President, iSTEM School Board

ABOUT ME

Dynamic servant leader with operations and finance experience, looking to continue executive level advancement in a challenging and diverse work environment.

EXPERIENCE

Vice President, Pharmacy and Lab Operations 2020

Signature Health, Inc. / Willoughby, OH / 2017 – Present

Responsible for over \$35,000,000 operational budget including growth management, FQHC & 340B Compliance, CLIA Compliance, and staff development and engagement

- Direct team of 50 including Pharmacists, Medical Technologists, Phlebotomists, Administrators, Quality Assurance team members
- Managed KPIs including:
 - Profit margin % increase
 - Inventory % loss
 - Cash flow maximization
 - Pharmacy Revenue cycle
- Spearheaded initiatives to increase revenue by \$4,000,000 through first six months of 2020, as compared to 2019

Chief Financial Officer

Signature Health, Inc / Willoughby, OH / 2012 - 2017

Responsible for overall financial reporting, budgeting, strategic planning, and other key financial metrics for a \$30,000,000+ operating budget.

- Financial Reporting
 - Profit and Loss
 - Annual audit prep
- Budgeting
 - Revenue forecast and strategy
 - Line item development
- Strategic Planning
 - 3, 5, and 10-year planning
 - FQHC Prep Work
- Develop key financial metrics for organizational management
- Successfully managed transition through 2 major EHRs
- Spearheaded implementation of clinical lab

Ashtabula County Mental Health and Recovery Services Board

Business and Finance Manager / Ashtabula, OH / 2009 - 2012

Manage distribution of Medicaid and local dollars for multiple local mental health organizations

**FAIR
HOUSING
BOARD**

Andria Blackwood
500 Park Avenue
Kent, OH 44240

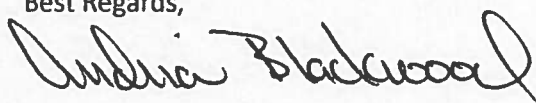
May 31, 2020

City Council/City of Kent
301 S. Depeyster Street
Suite 236
Kent, OH 44240

Dear Kent City Council,

Enclosed is my application and a copy of my academic CV for your review. Now that I have finished my degree, I feel I have the time needed to participate in volunteer opportunities to support my community. I am applying for either the volunteer position for PARTA (first choice) or the Fair Housing Board. Whichever you feel is the best fit for me based upon my experience and areas of expertise. I welcome your review of my applications materials and look forward to hearing from you.

Best Regards,

A handwritten signature in black ink that reads "Andria Blackwood". The signature is written in a cursive style with a large, sweeping initial "A".

Andria Blackwood
ablackwo217@gmail.com
330-542-2278



CITY OF KENT, OHIO

CITY COUNCIL

Deadline – July 29, 2020 at NOON.

We rely heavily upon citizen participation through Boards, Commissions and Committees to effectively assist City Council and the Administration staff in planning a better community.

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NAME: Andria Blackwood PHONE: 330-541-2278 (HOME)

ADDRESS: 500 Park Avenue, Kent OH 44240 734-678-5428 (CELL)

EMAIL: ablackwo217@gmail.com

EDUCATION: PhD/Geography KSU 2018, MA/Sociology KSU 2011

OCCUPATION: Research and Grant Specialist

PLACE OF EMPLOYMENT: Oriana House, Inc. Akron, OH

POLITICAL PARTY: Democrat

(OPTIONAL EXCEPT WHEN APPLYING FOR CIVIL SERVICE COMMISSION AND INCOME TAX BOARD OF REVIEW WHERE INFORMATION IS REQUIRED BY LAW)

EXPERIENCE RELATED TO THIS APPOINTMENT: I work as a research and grant specialist for a nonprofit in community corrections. I look at the way structural

issues - including variables such as transportation, food deserts, and substance use disorder, can affect recidivism, health, and wellbeing.

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? I feel that my reseach experience may be of help when examining issues of transportation of Kent OH and the surrounding area.

ANYTHING YOU CARE TO ADD, SUCH AS EXPERIENCE ASSOCIATED WITH THE CITY:

I have been a resident of Kent for 15 years

I WOULD LIKE TO BE CONSIDERED FOR:

1st CHOICE: PARTA Volunteer Position 2nd CHOICE: Fair Housing Board Volunteer Position

SIGNATURE:  DATE: 5/31/2020

***** The City of Kent reserves the right to perform background checks.**

Andria Blackwood PhD

ablackwo217@gmail.com

Phone: 330-5412278

EDUCATION

Doctor of Philosophy – Geography 2018 Kent State University, Kent, OH

Thesis: Examining the Effects of Federal Urban Policy through Socioeconomic Status and Self-Efficacy

Master of Arts – Sociology 2011 Kent State University, Kent, OH

Thesis: Curating Inequality: The Link between Cultural Reproduction and Race in the Visual Arts

Bachelor of Arts – Graphic Design 1984 Rochester Institute of Technology, Rochester, NY

WORK EXPERIENCE

Research and Grants Specialist, Oriana House, Inc., Akron Ohio May 2019 – Present

- Developed and directs research design and methodology for vocational training program evaluation within a community correctional facility to determine: a) if the program's design, delivery, and implementation aligns with best practices of evidence-based correctional interventions, and, b) if the program's effects on employment, recidivism, and other related outcomes can be attributed to the program.
- Collects and maintains quantitative and qualitative data via a variety of surveys, focus groups, and face-to-face interviews including Government Performance and Results Act (GPRA) interviews.
- Provides effective training to internal and external staff on research and data collection concepts.
- Assists and/or leads outcome studies and evaluation research with rigorous designs and methodologies to determine program effectiveness and program needs.
- Assists in grant preparation and writing of problem statements, project design, research methodology, timelines, goals, and objectives
- Plans, directs, and manages sustainable garden intervention program within a community-based correctional facility focusing on developing pro-social skills, health, and nutrition for female offenders with substance use disorders.

Editorial Assistant and Illustrations Editor, Kent State University, Kent Ohio *Geographical Review*, January 2016 – 2017

Editorial Assistant

- Solicited reviewers for manuscript submissions.
- Managed data bases of all potential authors, reviewers, and board members.
- Assisted editor-in-chief as needed.

Illustrations Editor

- Appraised all illustrations (maps, graphs, photographs, etc.) to assess if artwork follows printing and publication guidelines.

Research Intern, Oriana House, Inc., Akron Ohio May 2013 – December 2014

General Duties

- Planned, developed, and implemented a variety of complex investigations of original experimental procedures within the overall scope of Oriana House's research goals and objectives.
- Created and maintained accurate and timely records of results and protocol design.
- Presented findings to project managers and other appropriate Oriana House administrators and board members.
- Collected qualitative data through face-to-face interviews of incarcerated subjects for regional study.
- Analyzed and reporting on qualitative and quantitative data including qualitative content analysis of interview transcripts, and logistic regression, cluster analysis, and classification tree analysis of quantitative data.
- Assisted in the writing of grant and research proposals for a total amount awarded of \$7,027,698.00.

Focus Group Leader

- Facilitated client group discussions of treatment experiences and their opinions pertaining to services within Oriana House treatment facilities.
- Recorded data generated after each focus group discussion and writing up summary reports of service-related issues and ideas generated.
- Presented findings to project managers and other appropriate Oriana House administrators.

Geographic Information Systems (GIS) Spatial Analyst

- Researched and downloaded data from United State Census Bureau and other sources.
- Prepared, cleaned, and merged data for statistical analysis.
- Developed a variety of visual maps through ArcGIS software in order to make data more accessible to a broader audience for analysis and presentation.

Research Assistant Portage Area Regional Transportation Authority (PARTA), Kent Ohio March 2012 – June 2012

Focus Group Leader

- Facilitated public group discussions of riders' overall transportation experiences, expectations, and needs of the Portage County public transportation system.
- Recorded data generated after each focus group discussion and writing up summary reports of service-related issues and ideas generated.
- Presented findings to project manager and other appropriate PARTA regional administrators.

TEACHING EXPERIENCE

Adjunct Faculty, Kent State University, Kent Ohio: August 2015 – May 2019

Courses Taught

- Physical Geography GEOG-21062
- Introduction to Geography GEOG-10160
- The Geography of the United States and Canada GEOG-17064
- Geography of Ohio GEOG-37010
- World Geography GEOG-10763 (online instruction)
- Geographic Information Science (GIS) GEOG-59070 (online instruction)
- Introduction to Sociology SOC-12050

PEER REVIEWED PUBLICATIONS

Blackwood, Andria, and David Purcell. 2014. "Curating Inequality: The Link between Cultural Reproduction and Race in the Visual Arts." *Sociological Inquiry* 84(2): 238-263.

Blackwood, Andria, Alec Boros, Tessa Smith, and Adam Donnelly. 2016. "AWOL Behavior within a Community-based Correctional Facility (CBCF): Connecting Risk Factors and Influences with Masculinity." *Journal of Community Corrections* 25(2): 5-14.

MANUSCRIPTS IN PREPARATION

Blackwood, Andria. (Target submission date August 2020). "A Comparative Analysis of Two Urban Communities: Examining the Effects of Neighborhood Socioeconomic Status on Residents' Perceived Self-Efficacy." (Target Journal: *City & Community*).

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PRESENTATIONS

American Correctional Association Conference. San Diego, CA. January 9 -14, 2020. Oral Presentation. "Launching a Sustainable Gardening Program within a Correctional Facility." **Andria Blackwood**, Mike Randle, and Alec Boros.

American Association of Geographers Conference. Boston, Massachusetts. April 5 – 9, 2017. Oral Presentation. "Examining the Effects of Community Development Block Grants (CDBGs) on Neighborhood Residents' Levels of Self-Efficacy in Cleveland Ohio." **Andria Blackwood**.

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Race, Ethnicity and Place VII Conference. Fort Worth, Texas. October 22 – 24, 2015. Poster Presentation. "Curating Inequality: The Link between Cultural Reproduction and Race in the Visual Arts." **Andria Blackwood**.

PROFESSIONAL MEMBERSHIPS

- American Correctional Association
- Association of American Geographers
- American Sociological Association
- North Central Sociological Association
- Alpha Kappa Delta (AKD): Theta Chapter International Sociology Honor Society – Kent State University

AWARDS

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- Graduate Student Senate Research Grant Award – Kent State University, Fall 2015
- Teaching Award for Excellence in Accessibility – Kent State University, April 2015
- The Isenogle Graduate Award for Outstanding Achievement in Geography and Dedication to Academics – Kent State University 2015
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- The James Fleming Memorial Award in Theory– Kent State University 2009
Most distinguished paper in social theory May 1, 2009 "Social Networks in Cyberspace: Reification and Commodification of Identity"

**PARKING
ACTION
COMMITTEE**



CITY OF KENT, OHIO

CITY COUNCIL

Deadline – July 21 2020 at NOON.

We rely heavily upon citizen participation through Boards, Commissions and Committees to effectively assist City Council and the Administration staff in planning a better community.

Below is an application form that would give us a little background information. Please fill this out if you think you could devote sufficient time to serve on one of our Boards. You may use additional pages, if necessary. If you have a resume, you may attach it to the application. Please return to: Clerk of Council at councilclerk@kent-ohio.org or mail to the address at the bottom of this application. **All candidates must appear in person for an interview to be considered for a position. This applies to reappointments as well as new applicants.**

NAME: William Arthur PHONE: 330 677 0369 (HOME)

ADDRESS: 226 Frances Dr. Kent 440 749-7446 (CELL)

EMAIL: transohio@att.net

EDUCATION: Masters Degree

OCCUPATION: Property Management

PLACE OF EMPLOYMENT: Arthur Property Management

POLITICAL PARTY: _____

(OPTIONAL EXCEPT WHEN APPLYING FOR CIVIL SERVICE COMMISSION AND INCOME TAX BOARD OF REVIEW WHERE INFORMATION IS REQUIRED BY LAW)

EXPERIENCE RELATED TO THIS APPOINTMENT: Downtown Property Owner

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? to fix the parking issues downtown

ANYTHING YOU CARE TO ADD, SUCH AS EXPERIENCE ASSOCIATED WITH THE CITY:

I WOULD LIKE TO BE CONSIDERED FOR:

1st CHOICE: Parking Action Committee 2nd CHOICE: _____

SIGNATURE: William Arthur DATE: 6/22/20

*** The City of Kent reserves the right to perform background checks.

301 S. Depeyster Street, Suite 236, Kent, OH 44240 (330) 678-8007 Fax (330) 678-8688

PARTA

Andria Blackwood
500 Park Avenue
Kent, OH 44240

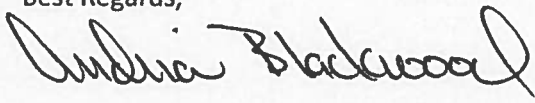
May 31, 2020

City Council/City of Kent
301 S. Depeyster Street
Suite 236
Kent, OH 44240

Dear Kent City Council,

Enclosed is my application and a copy of my academic CV for your review. Now that I have finished my degree, I feel I have the time needed to participate in volunteer opportunities to support my community. I am applying for either the volunteer position for PARTA (first choice) or the Fair Housing Board. Whichever you feel is the best fit for me based upon my experience and areas of expertise. I welcome your review of my applications materials and look forward to hearing from you.

Best Regards,

A handwritten signature in black ink that reads "Andria Blackwood". The signature is written in a cursive style with a large, looping initial "A".

Andria Blackwood
ablackwo217@gmail.com
330-542-2278



CITY OF KENT, OHIO

CITY COUNCIL

Deadline – July 29, 2020 at NOON.

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NAME: Andria Blackwood PHONE: 330-541-2278 (HOME)

ADDRESS: 500 Park Avenue, Kent OH 44240 734-678-5428 (CELL)

EMAIL: ablackwo217@gmail.com

EDUCATION: PhD/Geography KSU 2018, MA/Sociology KSU 2011

OCCUPATION: Research and Grant Specialist

PLACE OF EMPLOYMENT: Oriana House, Inc. Akron, OH

POLITICAL PARTY: Democrat

(OPTIONAL EXCEPT WHEN APPLYING FOR CIVIL SERVICE COMMISSION AND INCOME TAX BOARD OF REVIEW WHERE INFORMATION IS REQUIRED BY LAW)

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SIGNATURE: Andria Blackwood DATE: 5/31/2020

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301 S. Depeyster Street, Suite 236, Kent, OH 44240 (330) 678-8007 Fax (330) 678-8688

Andria Blackwood PhD

ablackwo217@gmail.com

Phone: 330-5412278

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- The Elaine Mae Schock Award for Outstanding Masters Student in Sociology – Kent State University 2012
- The James Fleming Memorial Award in Theory– Kent State University 2009
Most distinguished paper in social theory May 1, 2009 "Social Networks in Cyberspace: Reification and Commodification of Identity"



Council, Clerk of <councilclerk@kent-ohio.org>

Online Form Submittal: Online Boards & Commissions Application

noreply@civicplus.com <noreply@civicplus.com>
To: councilclerk@kent-ohio.org

Fri, Jun 19, 2020 at 1:25 PM

Online Boards & Commissions Application

Note

All candidates must appear in person for an interview to be considered for a position. This applies to reappointments as well as new applicants.

First Name	Jack
Last Name	Murphy
Address	517 Cuyahoga St
City	Kent
State	OH
Zip Code	44240
Home Phone Number	Field not completed.
Cell Phone Number	5132624180
Email Address	jmurph33@kent.edu
# of years you have lived in Kent	0
Education	Kent State University B.S. Chemistry Class of 2017
Place of Employment	Kent Adhesive Products Company
Political Party	Republican
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Portage Area Regional Transportation Authority
Please provide educational and professional background to assist Council in review of your application.	I am returning to Kent after living in Ravenna for a few years during my time at Kent State University. Currently I serve as the executive vice president of management for the Kent Jaycees. Additionally, I am a R&D Chemist at Kent Adhesives Products Company on Cherry St.
Why are you interested in this appointment?	I want to further my involvement in the Kent Community and work to continue to make Kent a wonderful place to live for all persons.

Resume or other
qualifications

Jack Murphy Resume_current (6.19.2020).pdf

[Quoted text hidden]

Jack Henry Murphy

517 Cuyahoga St. Kent, Ohio 44240 | jmurph33@kent.edu | (513)-262-4180

I am currently working with Kent Adhesive Products Company as an R&D chemist with a focus in performance coatings, pressure sensitive adhesives.

Education:

Kent State University

2013-2017

- B.S. In Chemistry, graduated May 2017.
- Undergraduate Research – Analytical Chemistry Research.
- Student Affiliates of the American Chemical Society (SAACS) – Held officer position as webmaster.
- Volunteered in many green chemistry, and community outreach programs with Kent State SAACS.

Research Experience:

- **Pyrolysis-gas chromatography of alkyl-modified silicas and siloxanes. 2015-2018**

Research Advisor: Dr. Mahinda Gangoda, Kent State University

Worked to develop new analytical methods of characterizing the structure and functionality of alkyl-modified silicas and siloxanes using Py-GC and Py-GC-MS. I was able to present my research at an American Chemistry Society Regional Conference.

- **Work Experience:**

Kent Adhesive Products Company dba Kapco

2015-Present

Position: Research and New Product Development Chemist

- Provide technical sales support and development.
 - R&D development of new pressure sensitive adhesive and top coating formulations, through trial and production stages.
-

Jack Murphy

Page 2

- Oversaw production scale up from conception to full-scale production
- Implemented fast turn around times in providing customer solutions.
- Experience with ISO:9001:2008 and cGMP.

Kent Ohio Junior Chamber of Commerce (Kent Jaycees) 2018-Present

- Current Executive Vice President of Management.
 - I oversee all profit generating activities within the organization, and manage committee chairs for these events.
 - Previously sat on the board as Secretary.
- Served as a committee chair for many successful events.
- Worked to better my community and set it apart from others.

Awards:

- Dean's List Spring 2016
 - Kent Junior Chamber of Commerce – Rookie of the Year
 - JCI Ohio – Most Outstanding Jaycee of the 2nd trimester
 - Kent Jaycees 2019 Jaycee of the Year
 - Elected by my peers for outstanding service to the community and organization.
-



CITY OF KENT, OHIO

CITY COUNCIL

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NAME: Karen A. Beck PHONE: 330-283-0723 ONLY! (HOME)

ADDRESS: 402 Valleyview St, Kent OH (CELL)

EMAIL: Nonni402@hotmail.com

EDUCATION: B.S. in Educ., KSU ; M.Ed, special education, KSU

OCCUPATION: Retired Educator

PLACE OF EMPLOYMENT: Retired from Ravenna City Schools

POLITICAL PARTY: DEM.

(OPTIONAL EXCEPT WHEN APPLYING FOR CIVIL SERVICE COMMISSION AND INCOME TAX BOARD OF REVIEW WHERE INFORMATION IS REQUIRED BY LAW)

EXPERIENCE RELATED TO THIS APPOINTMENT: I have served on Kent Free Library Board, Kent City Health Dept. Board, Mental Health Board of Portage County

WHY ARE YOU INTERESTED IN THIS APPOINTMENT? I want to support the community by being involved and aware of services that are provided.

ANYTHING YOU CARE TO ADD, SUCH AS EXPERIENCE ASSOCIATED WITH THE CITY: Citizens Police Academy, Grand Jury of Portage Co. (Foreman), Host family to INTERNATIONAL STUDENTS at KSU

I WOULD LIKE TO BE CONSIDERED FOR:

1st CHOICE: PARTA 2nd CHOICE: _____

SIGNATURE: Karen A. Beck DATE: 7-20-2020

*** The City of Kent reserves the right to perform background checks.

301 S. Depeyster Street, Suite 236, Kent, OH 44240 (330) 678-8007 Fax (330) 678-8688



CITY OF KENT, OHIO

CLERK OF COUNCIL

MEMO

To: Jerry Fiala, Mayor and Council President; Councilmembers Amrhein, DeLeone, Ferrara, Kuhar, Rosenberg, Sidoti, Shaffer, Turner, & Wallach;

From: Hope Jones, Bridget Susel and Amy Wilkens

Date: July 28, 2020

Re: City's Boards, Commissions and Committees

At the January 22, 2020 Regular Council Meeting, Councilmember Rosenberg made a motion to move into committee a discussion on the different Board and Commission term limits and ways to expedite filling vacancies. We have met regarding these items and have attached a spread sheet listing each Board, its members, terms, purpose and City department that provides support for you to review and discuss.

We are requesting time at the August 5, 2020 Council Committee session to review and discuss how to expedite filling vacancies on boards and commissions. We would also like to discuss the numerous boards, their purpose, term limits and approval of changes to the process.

Thank you.

cc. Dave Ruller, City Manager
Bridget Susel, Community Development Director
Hope Jones, Law Director
Patti Long, Administrative Assistant

Board or Commission	Term	Members	Authority	Purpose	Meeting Dates/Times	Administrative Department Supporting Board	Notes
Architectural Review Board *	3 years, staggered	5 Members; Minimum of two practicing professionals in following fields: architecture, planning, landscape architecture, history of historic preservation, urban design 6 members. (a) One General Contractor, need not be an elector of the City (b) One architect, registered in Ohio, need not be an elector of the City (c) One Registered plumber, need not be an elector of the City (d) One Registered electrician, need not be an elector of the City. (e) One Registered heating and air conditioning contractor, need not be an elector of the City. (f) One member shall be an elector of the City, selected from the general public, who shall not be actively engaged in any of the above-mentioned trades. (g) Three alternates, need not be electors of the City and not requiring any specific qualifications as listed in (a), (b), (c), (d), and (e).	Codified Ordinance 1120 06	Oversight of compliance with requirements of Design Guidelines in Overlay District	1st Tuesday/Monthly	Community Development	
Board of Building Appeals *	3 years, staggered		Codified Ordinance 1309 01	Hear and rule on variance appeal requests for KCO Part 13-Building Code	As Needed	Community Development Dept	Suggest changing to 5 members
Board of Control		3 Members, City Manager, Chair of Council's Finance Committee and another member of Council	Charter- Article VIII, Section 8.05		1st & 3rd Wed.	Community Development Dept	
Board of Health	4 Years, no more than 2 consecutive terms	6 Members	Charter- Article VIII, Section 8.06	The prevention or restrictions of disease and the prevention, abatement or suppression of nuisances	2nd Tuesday/Monthly	Health Department Budget and Finance	
Board of Tax Review *	2 years	3 Members	Ohio Revised Code 718.11		As Needed	Budget and Finance	
Board of Zoning Appeals *	3 years	5 Members	Codified Ordinance 1109 02	Hear and rule on appeal and variance requests for KCO Part 11-Zoning Code	3rd Monday/Monthly	Community Development Dept	Suggest repealing this board. No members or meetings
Cable Television Committee *	4 years	5 Members	Codified Ordinance 767 03		No members		
Charter Review	Every 10 years	15 members appointed by council	Charter- Article VIII, Section 8.07 Codified Ordinance Chapter 159 01, ORC 737 051	Review and Update Charter as needed	Every 10 Years 3rd Monday/Monthly	Law	
Civil Service*	6 years	3 Members					
Committee on Design and Preservation *	3 years	5 Members, staggered three year terms, 2 term limit specified in Rules & Regulations.* (Res 2012-22)	Codified Ordinance 1393 03	Recommend the designation of properties as local historic and historic preservation under state or federal standards for City's Certified Local Government (CLG) requirements.	Quarterly as specified in Article V Meetings of Res 2012-02, but has been on as needed basis	Community Development Dept.	
Community Reinvestment Area Housing Council *	3 years	7 Members: 2 Members appointed by Mayor, 2 Members appointed by legislative authority, 1 member appointed by Planning Commission, 2 Members appointed by majority of members	Ohio Revised Code 3735 69,	Conducts annual inspections of all properties within a designated community reinvestment areas (CRA) for which a real property tax exemption has been granted	Once/yr- February	Community Development Dept.	
Equalization Assessment Board *	3 years	6-12 Members	Ordinance No. 1992-46, Codified Ordinance 925.03		No members	Budget and Finance	Suggest changing to filling positions when needed, no continuous members; Model after Cuyahoga Falls
Fair Housing Board *	3 years	7 Members with 1 member appointment from the Kent Board of Health	Codified Ordinance 557 05	Refer incidence of an alleged violation of fair housing law to the City's designated fair housing provider agency, ensure information concerning housing discrimination complaints filed with Ohio Civil Rights Commission and federal government are reported in annual performance report to HUD	Twice/Year	Community Development Dept	
Loan Review Board *	5 years, staggered	5 Members 3 experienced local bank loan officers, 1 local realtor, one local practicing attorney	Res 1987-66, Amended with Ord 2014-115 to establish staggered terms and change requirements of member status.	Review all information submitted by applicants seeking loan through the City's EDA & UDAG funded revolving loan fund	As Needed	Community Development Dept	
Parking Action Committee *	5 years	9 members: Directors of Service, Safety and Community Dev. & 6 members from the community, including 1 from KACC & 5 geographic and land City based reps	Established 9-17-03 as standing committee as part of the Parking Management Planning Committee Policy recommendations,	Evaluate and make recommendations to Council on parking matters in the downtown area.	As needed	Community Development Dept	Fold into Traffic Engineering and Safety Administrative Committee?
Parks and Recreation	5 years	5 Members; four appointed by Council, one appt. by BOE	Charter	Supervision, operation and maintenance of all public parks, playgrounds and other recreational facilities. (Ord. 1976-11, Passed 2-4-76)	3rd Thursday/Monthly	Parks and Rec	

Planning Commission	5 years, staggered, No more than 2 consecutive terms	5 Members	Charter Article VIII, Section 8.04; Community Development Dept.	Review and approval of site plans for permitted and conditionally permitted uses in accordance with the requirements of KCO Part 11-Zoning Code, Make recommendations to Council on proposed text and map amendments under KCO Part 11-Zoning Code.	1st & 3rd Tuesday/Monthly	Community Development Dept	
Shade Tree Commission *	4 years	5 Members	Codified Ordinance 169 01	Maintain City owned trees in a healthy and nonhazardous condition through good arboricultural practices.	1st Monday/Alternate Months	Service Department	
Standing Rock Cemetery Board of Trustees *	3 years	3 Members	Codified Ordinance 759 36		2nd Tuesday/Monthly	Administration as needed	
Stormwater District Review and Appeals Board *	2 years	5 Members: City Finance Director, City Engineer, Public Service Director, and 2 Members appointed by Council	Codified Ordinance 921 08		As needed Appointments vacant	Service Department	
Sustainability Commission *	3 years no more than 2 consecutive terms	5 Members (formerly known as the Environmental Commission)	Ordinance No. 1995-103, Amended 2009-38 changing name from Environmental Commission Codified Ordinance 171 02, ORD 1977-167	Create and maintain a sustainable environment in the City.	1st Monday/Monthly	Community Development Dept.	
Treasury Investment Board		City Manager, Law Director, Finance Director, Chairman of Finance Committee of Council	Codified Ordinance 171 02, ORD 1977-167	Investing surplus Municipal Funds		Budget and Finance	Rhonda Hall to Review
Tax Incentive Review Council	none	7 Members 2 City of Kent representatives, 3 appointed by County Commissioners, 1 County Auditor designee, 1 Board of Education designee	Ohio Revised Code Section 5709 85, Community Development Dept.	Review of all agreements granting exemptions from property taxation under ORC 725, 1728, 3735, sections of 5709		Budget and Finance	
Traffic, Engineering & Safety Committee	Administration	Safety Director, Police Chief, Fire Chief, City Engineer, Service Director, Community Development Director	Administration Technical Review	Review of proposed permanent and temporary changes to public roadway, road signage, alleys, etc.	As needed		
* Can make adjustments now							



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June 16, 2020

David Ruller
City Manager
301 S DePeyster Street
Kent, Ohio 44240

www.kentschools.net

RE: Joint Request to Remove the Kent City School District from the Jurisdiction of the Kent Civil Service Commission

George J. Joseph
Superintendent

Dear David Ruller:

Deborah A. Krutz
Treasurer

The Board of Education of the Kent City School District and the Ohio Association of Public School Employees, Local 176 and Local 4 jointly request that City Council enact a resolution supporting this request that the Kent City School District be removed from the Kent Civil Service Commission's jurisdiction. The Ohio Association of Public School Employees, Local 176 and Local 4 represent many of the District's employees who are currently subject to the Kent Civil Service Commission's jurisdiction.

Board of Education:

Ryan S. Ferrara

Brian K. Boykin

Dr. Marlene Dorsey

Pamela Ferguson

Rebekah Wright Kulis

These employees are covered by collective bargaining agreements between the Board and Local 176 and Local 4 that establish the terms and conditions of employment for these members. The only role the Civil Service Commission currently has regarding the members of the bargaining units is the initial appointment for a limited number of classifications. The parties want to use the collective bargaining process to establish a mutually agreed upon process for the initial hire within these classifications. We have attached a draft resolution for your consideration.

Sincerely,

George Joseph
Superintendent
Kent City Schools

Albert Jackson
Field Representative
OAPSE

Fred Lange
President
OAPSE,
Local 176

Sarah Redman
President
OAPSE,
Local 4

Cc: Hope Jones, City of Kent Law Director

Resolution No.

By— _____

A resolution supporting the request of the Kent City School District to the Civil Service Commission of the City of Kent to take appropriate steps to empower the Kent City School District to handle matters related to civil and classified service positions with the Kent City School District.

WHEREAS, pursuant to Ohio Revised Code Chapter 124:011 the Civil Service Commission of a municipality encompassing the largest portion of a local school district shall be the commission for that school district; and

WHEREAS, the City of Kent presently serves as the Civil Service Commission for the Kent City School District and

WHEREAS, the Kent City School District and the Ohio Association of Public School Employees, Local 176 and Local 4, the Unions representing the employees subject the jurisdiction of the Civil Service Commission have jointly expressed a desire to manage its own civil service matters as they relate to the Kent City School District through the collective bargaining process; and

WHEREAS, the City of Kent, under its home-rule authority, may enact an ordinance limiting the Jurisdiction of its civil service commission to only city employees; and

WHEREAS, the City Council finds it appropriate to support the request from the Kent City School District and the Ohio Association of Public School Employees, Local 176 and Local 4 directs that the City of Kent Civil Service Commission take appropriate steps to limit its jurisdiction to matters pertaining to the City of Kent to the exclusion of matters related to the Kent City School District; and

NOW, THEREFORE, be it ordained by the Council of the City of Kent, State of Ohio:

Section 1: That the City Council, hereby supports the joint request of the Kent City School District and the Ohio Association of Public School Employees, Local 176 and Local 4 to the Civil Service Commission of the City of Kent to take appropriate steps to empower the Kent City School District to handle matters related to civil and classified service positions within the Kent City School District.

Section 2: That the Clerk of Council is hereby directed to certify a copy of this resolution to the, President of the Civil Service Commission for the City of Kent and to Ryan S. Ferrara, President, Kent City School District Board of Education, 321 N. Depeyster St., Kent Ohio 44240.

Section 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4: That this resolution shall take immediate effect.

Attest:

Clerk of Council

President of Council

Passed: _____, 2020

Approved:

City Manager

CERTIFICATION

I, Amy Wilkens, duly elected, qualified and Clerk of Council of the City of Kent, Ohio do hereby certify the foregoing to be a true and exact copy of _____ Passed by said Council on the ____ day of _____, _____.

Clerk of Council



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: July 21, 2020
TO: Dave Ruller, City Manager
FROM: Bridget Susel, Community Development Director *BS*
RE: BUSTR Case Completion, 301 W. Main Street

The City received a notification letter on June 16, 2020 from the Department of Commerce, Division of State Fire Marshal, Bureau of Underground Storage Tank Regulations (BUSTR), regarding an incomplete filing associated with an underground storage tank remediation project that was undertaken at 301 West Main Street (former World Imports site) back in 2003. In response to earlier BUSTR notices, information was sent back in 2007, 2009, and 2011 by the consulting firm that removed the tank, as well as former City staff members, but the information was deemed insufficient by BUSTR.

In response to this most recent BUSTR notice, the City secured three (3) price estimates from qualified environmental consulting firms and selected Brownfield Restoration Group (BRG). BRG is the consulting firm that successfully completed the environmental hazard remediation actions on the Ametek site so it is qualified to conduct the required monitoring well installations, sampling, and reporting BUSTR has specified are needed in order to close the open World Imports case file. The anticipated cost will not exceed \$25,000.00 and the request for the additional appropriations needed has been submitted to the Budget & Finance Director for Council review and approval.

I will not be in attendance at the August 5, 2020 Committee session, but I am respectfully requesting this item be added to the agenda and would appreciate it if you could respond to any inquiries that members of Council may have on this project.

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

Thank you.

Attachment

Cc: Hope Jones, Law Director
Amy Wilkens, Clerk of Council
file



Department of Commerce

Division of State Fire Marshal
Mike DeWine, Governor
Sheryl Maxfield, Director

June 16, 2020

DAVE RULLER, CITY MANAGER
CITY OF KENT
301 SOUTH DEPEYSTER STREET
KENT, OHIO 44240

SITE: WORLD IMPORTS
301 W MAIN ST
KENT OH
PORTAGE COUNTY
RELEASE #67002010-N00001

RE: SITE STATUS

Dear City Manager Ruller:

The State Fire Marshal, Bureau of Underground Storage Tank Regulations ("BUSTR") has established an enforcement program for resolving non-compliance with underground storage tank ("UST") environmental regulations as quickly and efficiently as possible. Some time ago, the file for the former World Imports facility, located at what was then 301 West Main Street, was referred to my attention in BUSTR's Enforcement Section for potential action. In reviewing the file recently, I discovered that BUSTR has not been in contact with the City of Kent ("City") for several years about this matter; as a result, I believe that it would be more appropriate to send this letter reminding you of the site's status and your legal obligations with respect to it, instead of issuing a Notice of Violation.

Site Background

On September 10, 1996, the City removed two waste oil USTs from the former World Imports property, by then owned by the City. The closure assessment performed at the time indicated that contamination was present; that indication was confirmed by additional environmental investigations performed by the City over the next several years. The most recent report submitted by the City was a Tier 1 Evaluation conducted pursuant to the 1999 version of BUSTR's corrective action rule. It requested that BUSTR issue a finding of No Further Action but upon review BUSTR found that there was no monitoring well placed in the tank cavity and that, in any case, the samples submitted to the laboratory for analysis were above the proper holding temperature and therefore cannot be relied upon to accurately reflect the soil and groundwater conditions. Due to these deficiencies, BUSTR was unable to consider a finding of No Further Action.

Because the corrective action was not complete, in 2009 BUSTR moved the release file to the next version of the corrective action rule, the 2005 rule and required the City to conduct a Tier 1 Source Investigation ("TISI") pursuant to that version and to submit the appropriate report, either a Tier 1 Evaluation or a Tier 1

Bureau of Underground Storage Tank
Regulations
8895 East Main Street
Reynoldsburg, OH 43068 U.S.A.

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TTY/TDD 800 | 750 0750
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Notification (depending on the environmental sampling results). To date, however, none has been received and the City is in violation of the of the following provision of the Ohio Administrative Code:

- 1301:7-9-13(H)(3) Failure to submit a Tier I Evaluation or a Tier I Notification report.

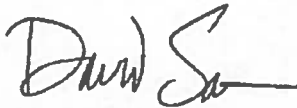
I would note that the corrective action rule has undergone additional revisions since 2009. The current version of that rule is dated 2017, and the City may elect to perform a TISI under that version if it wishes.

Under ordinary circumstances, a release which has gone unaddressed for such a length of time would be a strong candidate for formal enforcement action. As I noted earlier, though, BUSTR has not been in touch with the City for quite some time and I believe it would be more appropriate to allow the City the opportunity to review this letter and to take steps to initiate the necessary corrective actions.

Finally, BUSTR understands that the current situation surrounding the coronavirus may impact the availability of contractors to address your corrective action obligations. BUSTR does expect, however, that the City will keep us apprised of its compliance efforts.

Thank you in advance for your cooperation. I strongly urge that the City or its consultant contact our site coordinator for Portage County, Mr. Ryan Siath, to discuss the relative merits of a TISI. Mr. Siath can be reached directly at (614) 387-7416. If you have any questions about this letter or the enforcement process in general, please feel free to contact me at david.sauer@com.state.oh.us or by telephone at (614) 752-7096.

Sincerely,



David N. Sauer
Enforcement Coordinator

cc: Hope L. Jones, Law Director, City of Kent
Corrective Action File
Enforcement File

Bureau of Underground Storage Tank Regulations
8895 East Main Street
Reynoldsburg, OH 43068 U.S.A.

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CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

Date: July 21, 2020

To: Dave Ruller

From: Tom Wilke, Economic Development Director

Subject: Proposed CRA II Agreement – Montrose Mazda

The City of Kent has received an application from KMPH Real Estate, LLC that owns the property located at 1127 West Main Street on which Montrose Mazda of Kent conducts business. The owner of KPMH Real Estate, LLC is also the majority owner of Montrose Mazda and he is requesting a real property tax exemption under the City's Community Reinvestment Area (CRA) program. The property is located within the City's CRA II area, which requires Council approval of the real property exemption prior to executing the agreement.

The applicant is proposing a real property investment of \$5.85 million which includes \$1.45 million for property acquisition and \$4.5 million for the renovation and expansion of the existing building on the site to improve the customer service experience. This total excludes an additional \$3 million in investment in additional inventory as this expense is not eligible for real property tax exemption. The requested exemption is for 50% of the real property taxes associated with the increase in the assessed valuation resulting from the proposed improvements. The applicant is seeking a 50% exemption for a period of twelve (12) years.

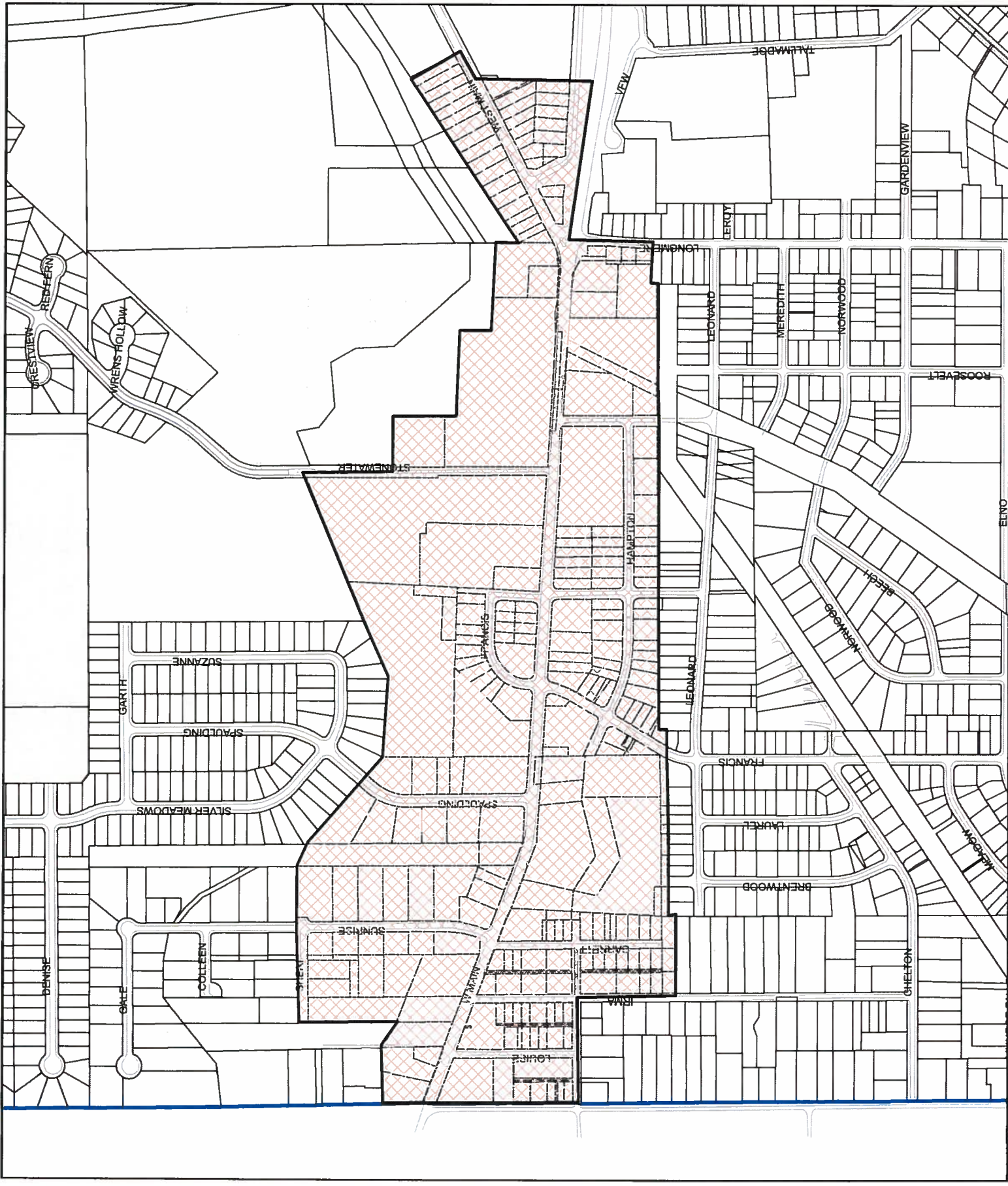
In accordance with the CRA requirements delineated in the Ohio Revised Code, the City has notified the Kent City School Board of the proposed real property tax exemption, but the agreement does not require separate approval from the Board because the requested exemption does not exceed 50% of the increase in the assessed valuation.

I am respectfully requesting time at the August 5th Council Committee session to discuss the Montrose Mazda application, and to request Council authorization, with emergency, to enter into an agreement with Montrose Mazda for the requested CRA II real property tax exemption.

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

cc: Hope Jones, Law Director
Amy Wilkens, Clerk of Council
Sandy Lance, Legal Secretary
Bridget Susel, Community Development Director
CRA-Montrose Mazda, 2020 file

Exhibit A CRA II Boundaries



170 85 0 170 Feet

Estimated Tax Impact of CRA or EZ Agreement

Project:	Montrose
Exemption:	Mazda
Term:	50% 10 Years

Year	Retained Payroll	New Payroll	Retained Income Tax	New Income Tax	Current Appraised Value	Estimated Appraised Val. of Improvement	Current Total Property Taxes	Current School Property Taxes	Estimated Total Prop. Taxes on Improvement	Estimated New Prop. Taxes After Exemption	Estimated New School Prop. Taxes After Exemp.
1	\$ 1,048,737	\$ 70,000	\$ 23,597	\$ 1,575	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
2	\$ 1,048,737	\$ 245,000	\$ 23,597	\$ 5,513	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
3	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
4	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
5	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
6	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
7	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
8	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
9	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
10	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
11	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
12	\$ 1,048,737	\$ 350,000	\$ 23,597	\$ 7,875	\$ 1,427,600	\$ 1,000,000	\$ 35,783	\$ 26,439	\$ 25,065	\$ 12,533	\$ 9,260
13											
14											
15											
Totals	\$ 12,584,844	\$ 3,815,000	\$ 283,159	\$ 85,838			\$ 429,401	\$ 317,269	\$ 300,785	\$ 150,393	\$ 111,120

CITY OF KENT

COMMUNITY REINVESTMENT AREA (CRA) AGREEMENT

This agreement made and entered into as of _____, 2020 by and between the City of Kent, Ohio, a municipal corporation, with its main offices located at 301 South Depeyster Street, Kent, Ohio 44240 (hereinafter referred to as “Kent” or “the City”) and KMPH Real Estate, LLC, a real estate holding company company with its main office located at 16979 Cortile Drive, Naples, Florida 34110, (hereinafter referred to as “KMPH”) and MC Automotive, Inc., an operating company with its main office located at 3960 Medina Road, Akron, Ohio 44333, (hereinafter referred to as Montrose Mazda). WITNESSETH;

WHEREAS, the City has encouraged the acquisition and redevelopment of real property located in the area described in Exhibit A attached hereto and designated as Community Reinvestment Area II; and

WHEREAS KMPH and Montrose Mazda are desirous of improving and expanding the existing building located at 1127 West Main Street, Kent, Ohio 44240 by 2,810 square feet for a total new size of 21,945 square feet to accommodate an improved sales experience for their customers. The project will include the demolition of a portion of the existing building and the constructing of a new addition, hereinafter referred to as the “PROJECT,” within the boundaries of the aforementioned Community Reinvestment Area, provided that the appropriate development incentives are available to support the economic viability of said PROJECT; and

WHEREAS, the Council of the City of Kent, Ohio, by Ordinance No 2005-55, passed June 15, 2005, designated the area as a “Community Reinvestment Area,” pursuant to Chapter 3735 of the Ohio Revised Code; and

WHEREAS, effective July 12, 2005, the Director of the Development Services Agency (formerly known as the Department of Development) of the State of Ohio determined that the aforementioned area designated as Community Reinvestment Area II in said Ordinance No. 2005-55 contained the characteristics set forth in Section 3735.66 of the Ohio Revised Code and confirmed said area as a Community Reinvestment Area under said Chapter 3735; and

WHEREAS, the City, having appropriate authority for the stated type of project, is desirous of providing the Company with incentives available for the development of the PROJECT in Community Reinvestment Area II under Chapter 3735 of the Ohio Revised Code; and

WHEREAS, KMPH and Montrose Mazda have submitted a proposed agreement application to the City, a copy of which is attached hereto as Exhibit B (the "APPLICATION"); and

WHEREAS, KMPH and Montrose Mazda have remitted the required State of Ohio application fee of \$750.00, made payable to the Director of the Ohio Development Services Agency, with the application to be forwarded to said department and City with a copy of the final agreement, and

WHEREAS, the Director of Community Development of the City has investigated the application of KMPH and Montrose Mazda and has recommended the same to the Council of the City on the basis that KMPH and Montrose Mazda are qualified by financial responsibility and business experience to create and preserve employment opportunities in said Community Reinvestment Area and improve the economic climate of the City; and

WHEREAS, the project site as proposed by KMPH and Montrose Mazda, is located in the Kent City School District and the Board of Education of the Kent City School District has been notified in accordance with Section 5709.83 and been given a copy of the Application, and, pursuant to Section 3735.671(A)(2), no approval is required; and

WHEREAS, pursuant to Section 3735.67(A), and in conformance with the format required under Section 3735.671, of the Ohio Revised Code, the parties hereto desire to set forth an agreement with respect to matters hereinafter contained;

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained and the benefit to be derived by the parties from the execution hereof, the parties herein agree as follows:

1. KMPH and Montrose Mazda shall demolish a portion of the existing building at 1127 West Main Street, Kent, Ohio 44240, construct an addition and renovate the remainder of the existing building. The PROJECT will involve a total investment by KMPH and Montrose Mazda of approximately eight million seven hundred fifty thousand dollars (\$8,850,000), plus or minus 10% at the project site. Included in this investment are one million four hundred fifty thousand dollars (\$1,450,000) for the acquisition of the land and the building, approximately three million nine hundred thousand dollars (\$3,900,000) for the demolition of a portion of the existing building, renovation of and an addition to the existing building, approximately five hundred thousand dollars (\$500,000) for the acquisition of machinery, equipment, furniture and fixtures and three million dollars (\$3,000,000) to increase the inventory of new vehicles.

The improvements are to be made on the property listed as Permanent Parcel Numbers 17-027-00-00-010-000, 17-027-00-00-002-002 and 17-010-20-20-010-000 on the real property list of the Portage County Auditor.

The PROJECT will begin after the date hereof and all renovation and construction will be complete by May 20, 2021.

2. KMPH and Montrose Mazda shall create in the City, within a time period not exceeding thirty-six (36) months after the completion of construction and renovation of the aforesaid facility, ten (10) full-time permanent job and retain nineteen (19) full-time permanent jobs at the project site.

The KMPH and Montrose Mazda schedule for hiring is as follows: create in Kent two (2) full-time permanent jobs in the first year after the PROJECT is completed, five (5) full-time jobs in the second year after the PROJECT is completed and three (3) full-time jobs in the third year after the PROJECT is completed. The period for job creation in Kent begins on or after May 20, 2021 and the ten (10) new jobs will be in place by May 9, 2024

KMPH and Montrose Mazda currently have nineteen (19) full-time permanent employees and zero (0) part-time employees at the project site. In total, KMPH and Montrose Mazda have nineteen (19) full-time permanent employees in the State of Ohio.

The increase of ten (10) new full-time permanent employee in Kent will result in approximately three hundred fifty thousand dollars (\$350,000) of additional annual payroll in the City for the Company. The retention of the existing jobs in the State of Ohio will assist in maintaining KMPH and Montrose Mazda's current annual payroll of one million forty-eight thousand seven hundred thirty-seven dollars (\$1,048,737) in the State of Ohio. Total payroll expected after the period of job creation ends is one million three hundred ninety-eight thousand seven hundred thirty-seven dollars (\$1,398,737).

3. KMPH and Montrose Mazda shall provide to the City of Kent Tax Incentive Review Council any information reasonably required by the Council to evaluate the property owners' compliance with the agreement, including returns filed pursuant to Section 5711.02 of the Ohio Revised Code, if requested by the Council.

4. The City hereby grants KMPH and Montrose Mazda an exemption from real property taxation of 50% of the increase in the assessed valuation resulting from improvements to the real property described in Exhibit B hereto that is completed after the date hereof pursuant to Section 3735.67 of the Ohio Revised Code for a period of twelve (12) years. The exemption commences the first year for which the real property would first be taxable were that property not exempted from taxation. No exemption shall commence after December 31, 2021 nor extend beyond December 31, 2032.

KMPH and Montrose Mazda must file the appropriate tax forms with the Portage County Auditor to effect and maintain the exemptions covered by this agreement.

5. KMPH and Montrose Mazda shall pay an annual fee equal to the greater of one percent of the dollar value of incentives offered under this agreement or five hundred dollars (\$500), provided, however, that if the value of the incentives exceeds two hundred fifty thousand dollars (\$250,000), the fee shall not exceed two thousand five hundred dollars (\$2,500).

The fee shall be paid by check made payable to the City of Kent once per year and submitted by the same due date as KMPH and Montrose Mazda's annual report for each year this agreement is effective. This fee shall be deposited in a special fund created for such purpose and shall be used exclusively for the purpose of complying with Section 3735.672 of the Ohio Revised Code and by the Tax Incentive Review Council, created under Section 5709.85 of the Ohio Revised Code, exclusively for the purposes of performing the duties prescribed under that section.

6. KMPH and Montrose Mazda shall pay such real property taxes as are not exempted under this agreement and are charged against Permanent Parcel Numbers 17-027-00-00-010-000, 17-027-00-00-002-002 and 17-010-20-00-010-000 and shall file all tax reports and returns as required by law. If KMPH and Montrose Mazda fail to pay such taxes or file such returns and reports, the exemptions from taxation granted under this agreement are rescinded beginning with the year for which such taxes are charged or such reports or returns are required to be filed and thereafter.

7. The City shall perform such acts as are reasonably necessary or appropriate to effect, claim, reserve, and maintain exemptions from taxation granted under this agreement including, without limitation, joining in the execution of all documentation and providing any necessary certificates required in connection with such exemptions.

8. If for any reason the Community Reinvestment Area designation expires, the Director of the Ohio Development Services Agency revokes certification of the area, or the City revokes the designation of the area, entitlements granted under this agreement shall continue for the number of years specified under this agreement, unless KMPH and Montrose Mazda materially fail to fulfill their obligations under this agreement and the City terminates or modifies the exemptions from taxation granted under this agreement.

9. If KMPH and Montrose Mazda materially fail to fulfill their obligations under this agreement, or if the City reasonably determines that the certification as to delinquent taxes required by this agreement is fraudulent, the City may thereafter terminate or modify the exemptions from taxation granted under this agreement, and may require the repayment of the amount of taxes that would have been payable had the property not been exempted from taxation under this agreement.

10. KMPH and Montrose Mazda hereby certify that at the time this agreement is executed, they do not owe any delinquent real or tangible personal property taxes to any taxing authority of the State of Ohio, and do not owe delinquent taxes for which it is liable under Chapter 5733, 5735, 5739, 5741, 5743, 5747, or 5753 of the Ohio Revised Code, or, if such delinquent taxes are owed, KMPH and Montrose Mazda currently are paying the delinquent taxes pursuant to an undertaking enforceable by the State of Ohio or an agent or instrumentality thereof, has filed a petition in bankruptcy under 11 U.S.C.A. 101, et seq., or such a petition has been filed against it. For the purposes of the certification, delinquent taxes are taxes that remain unpaid on the latest day prescribed for payment without penalty under the chapter of the Ohio Revised Code governing payment of those taxes.

11. KMPH, Montrose Mazda and the City acknowledge that this agreement must be approved by formal action of the legislative authority of the City as a condition for the agreement to take effect. This agreement takes effect upon such approval.

12. Exemptions from taxation granted under this agreement shall be revoked if it is determined that KMPH and Montrose Mazda, any successor property owner, or any related member (as those terms are defined in Section 3735.671 of the Ohio Revised Code) has violated the prohibition against entering into this agreement under Division (E) of Section 3735.671 or Section 5709.62 or 5709.63 of the Ohio Revised Code prior to the time prescribed by that division or either of those sections.

13. KMPH and Montrose Mazda affirmatively covenant that they have not knowingly made any false statements to the State of Ohio or the City of Kent in the process of obtaining approval of the Community Reinvestment Area incentives. If KMPH and Montrose Mazda have knowingly made a false statement to the State or City to obtain the Community Reinvestment Area incentives, the party making such false statement shall be required to immediately return any monies received under this agreement, pursuant to Ohio Revised Code Section 9.66(C)(2) and shall be ineligible for any future economic development assistance from the State, any state agency or a political subdivision, pursuant to Ohio Revised Code Section 9.66(C)(1). Any person who knowingly makes a false statement to secure economic development assistance may be guilty of falsification, a misdemeanor of the first degree, pursuant to Ohio Revised Code Section 2921.13(A)(4), which is punishable by a fine of not more than \$1,000 and/or a term of imprisonment of not more than six (6) months.

14. This agreement is not transferable or assignable without the express, written approval of the City.

15. This agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their respective successors and assigns.

16. This agreement may be executed in multiple counterparts, each of which, when so executed, shall be deemed an original, and all of which shall together constitute one and the same document, and shall be binding on the signatories; and the signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart.

[Balance of page intentionally left blank.]

IN WITNESS WHEREOF, the aforementioned parties have caused this instrument to be executed as of the date set forth on the first page hereof.

CITY OF KENT, OHIO

By: _____
Dave Ruller, City Manager, City of Kent

Approved as to form:

Hope Jones, Director of Law, City of Kent

KMPH Real Estate, LLC

By: _____

Name: _____

Title: _____

MC Automotive, Inc.

By: _____

Name: _____

Title: _____



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

2020-2
Application #

City of Kent Tax Incentive Programs Application Form

This form is to be completed by company and submitted to the City of Kent Community Development Director to determine eligibility before project begins.

1. John Mastrantoni
Applicant Name

2. 16979 Cortile Dr., Naples, FL 34110
Applicant Address (Street, City, State, Zip Code)

<u>216-789-1535</u> Phone	<u>n/a</u> Fax	<u>mrmass@roadrunner.com</u> E-Mail
------------------------------	-------------------	--

3. KMPH Real Estate LLC
Name of Entity Who Will Own Property Being Assisted (if different than applicant)

4. 16979 Cortile Dr., Naples, FL 34110
Address of Entity Who Will Own Property (Street, City, State, Zip Code)

<u>216-789-1535</u> Phone	<u>n/a</u> Fax	<u>mrmass@roadrunner.com</u> E-Mail
------------------------------	-------------------	--

5. 1127 W. Main St., Kent, OH 44240
Address of Property to be Assisted (if Vacant Land, please indicate)

City of Kent Tax Incentive Application

6. Please provide the County's Permanent Parcel Number(s) for all properties contained within the site to be assist:

17-027-00-00-010-000

17-010-20-00-010-000

17-027-00-00-002-002

7. Describe the Nature of the Business:

Mazda Car Dealership/selling new and pre owned Mazda as a dealer franchise , selling used cars of any type and providing automotive repair services

8. Provide Primary SIC or NAICS Code for Company 5511

9. Form of Business Enterprise & State (LLC, Corporation, Sole Proprietor, Etc.)

LLC

10. The business to be assisted is currently located in the following community / communities:

Kent Ohio

11. Name of officer authorized to execute any agreements / documents related to the requested incentive:

John Mastrantoni
Name

President /KMPH Real Estate LLC
Title

12. Projected Start of Construction Date: 8/20/2020

Projected End of Construction Date: 5/20/2021

13. If currently located in the City of Kent, or if other property is owned in the City of Kent by the entity to be assisted, is any income tax, water or sewer fees or other monies owed to the City of Kent?

No X

Yes _____ If Yes, Explain: _____

14. Does the entity to be assisted owe any back taxes of any type to the State of Ohio or any other political subdivision in the State of Ohio?

No X

Yes _____. If Yes, Explain: _____

15. Is the business seasonal in nature? Yes _____ No X

On the next several pages you will be asked to provide detailed project information as well information regarding property taxes, existing and projected employment, existing and projected payroll and payroll taxes. The applicant is permitted to use separate forms that it may already have to provide this information as long as the information requested herein is provided on those other forms.

1. The applicant and undersigned authorized officer affirmatively states that the information contained in and submitted with this application is complete and correct and is aware of Ohio Revised Code Sections 9.66 (C)(1) and 2921.13 (D)(1) penalties for falsification which could result in the forfeiture of all current and future tax incentives, assistance provided by the City of Kent, County of Portage and State of Ohio as well as all other penalties provided by law.

2. The applicant further understands that any misstatement or misrepresentation of information presented in this application, and any subsequent agreements and submittals for required reports may render this application and any subsequent agreements null and void and may be cause for the repeal of any ordinance adopted or action taken in reliance on said information.

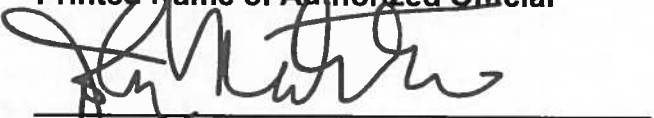
3. The applicant agrees to provide any additional appropriate information requested by the City of Kent in the processing of this application. The applicant agrees to comply with all reporting requirements at the time of construction completion and for each annual report required during the term of the abatement as required by the City of Kent, County of Portage and State of Ohio. The applicant understands that failure to provide said information as required may render this application and any subsequent agreements null and void and may be cause for the repeal of any ordinance adopted or action taken in reliance of said information.

4. The applicant agrees that submission of this application expressly authorizes the City of Kent to contact the Ohio and/or U.S. EPA to confirm that no environmental action is currently being undertaken against the subject site at which the project is being located.

5. The applicant understands that the City of Kent will forward a copy of this application, if required to the affected Board of Education (School District). Notices to the school district as well as any affected political subdivision which may see job loss as a result of this project. When required, the Director of the Ohio Department of Development will also be notified and sent copies of relevant documents.

6. The applicant agrees to pay any applicable application fees and annual review fees as may be required, depending on the form of tax incentive provided.

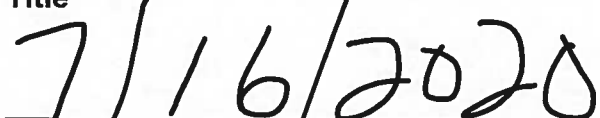
John Mastrantoni
Printed Name of Authorized Official



Signature

6/23/17

President KMPH Real Estate LLC
Title



Date



MONTROSE MAZDA
EXTERIOR PERSPECTIVE



KENT HEALTH DEPARTMENT

414 E. MAIN ST., P.O. BOX 5192, KENT, OHIO 44240 (330) 678-8109 FAX (330) 678-2082

Health Department Request for Kent City Council to Consider Health in All Policies

BACKGROUND

Health Equity in All Policies (HEiAP) is an approach to public policy that intentionally considers the health impact of all proposed legislation and regulations prior to their implementation. While much of our work in public health promotes health equity, the truth is many determinants of health are beyond the Health Department's scope and require an all-of-government view. By adopting a HEiAP resolution, our city would recognize various decisions and actions by zoning, public safety, transportation, housing, education, and other sectors can have unintended, adverse effects on the health of our residents. We can avoid perpetuating, or even worsening, health disparities by taking a HEiAP approach. The Kent Health Department has had equity as a Core Value for many years and adopted HEiAP in 2016. The Kent City Board of Health passed a resolution in June of 2020 declaring racism a Public Health Emergency. Having recently passed a motion declaring Black Lives Matter, The Kent City Council now has an opportunity for action to address this issue by adopting a HEiAP resolution.

The Kent City Board of Health recently passed a motion to declare racism a public health crisis. In doing so, it has created more conversations for addressing not only race and how it's linked with health but also the health inequities seen throughout the city. Equity is where everyone has a fair opportunity to attain their full health potential and that no one should be disadvantaged from achieving this potential as described by the World Health Organization. Every three years the Kent City Health Department plays a crucial role in the Portage County Community Health Assessment (CHA). The CHA data helped declare racism a public health issue and indicates health equity needs to be a foundation for creating a healthier community. Healthier communities benefit from lower health care costs, more jobs, increased tax revenue, and improved health equity.

CURRENT SITUATION

In 2010, the first U.S. jurisdictions passed HEiAP laws, including Washington, D.C.; Vermont; and Rhode Island. In 2016, Summit County passed resolution no. 2016-165 addressing HEiAP (see attachment). In the state of Ohio, SB 302, followed by SB 332, HB 620, and HCR 31 are working their way through the statehouse. These bills call for an explicit review process, using a standardized assessment tool, to analyze proposed legislation or regulations and determine their health impact prior to implementation. In this way, health considerations are embedded as a priority early in the policy-making process. This also creates an opportunity for stakeholder input to ensure regulations are clearly understandable and feasible to implement.

A model for HEiAP already exists in Ohio's Common Sense Initiative, which requires legislation and regulations to be reviewed for their impact on small businesses. At any level of government, an HEiAP initiative is usually led by the health department. Implementation

"This agency is an equal provider of services and an equal employment opportunity employer under the Civil Rights Act of 1964"
www.kentpublichealth.org

requires partnership between government department, community agencies, and citizen stakeholders.

The costs, benefits and return on investment of HEiAP may be considered in the short and longer term. Recently in the City of Kent, the Safe Streets initiative is expected to immediately reduce injuries by improving pedestrian and cyclist safety, and in the longer term would also improve health by increasing the accessibility of safe walking routes for physical activity. As another example, regulations to ensure housing quality require resources for enforcement and do have costs to property owners, but can be expected to reduce the future costs of health problems such as asthma, lead poisoning, and injuries. In the longer term, such programs would yield improved educational outcomes for children, with associated increases in employment, etc.

Here are some of the facts demonstrating how important it is for health and equity to be at the table and implemented into programs, policies, and practices around the city. The CHA shows that 56% of Kent City adults were overweight and obese in 2015. This alone starts the questions of why? The social determinants of health play a huge factor in contributing to this issue. The social determinants of health are conditions that affect health status which includes things such as transportation, education, housing, employment, healthy foods, etc. Also from the CHA: 29% of adults were diagnosed with high blood pressure, 9% were diagnosed with diabetes, 14% of adults rated their health as fair or poor, and 8% of adults did not have health care coverage. The health department is addressing these issues as outlined in our Community Health Improvement Plan (CHIP) but is only able to achieve so much.

The Kent City Health department has been following a department policy on Health Equity and believes the city should have a similar policy to benefit the community it serves. Each entity within the city should have a health equity lens when making decisions. This will create collaboration within the community where a bigger difference can be made. When the city collaborates, impact will be made and ultimately build a safe community where residents are connected with each other and able to achieve their full health potential.

A discussion needs to be started about a resolution ensuring health and equity considerations are embedded in decision making processes across the city. Health and Equity in All Policies is a collaborative approach to improving the health of all people by including considerations of health and equity in decision making. Please consider joining our efforts to improve health and equity within the City by implementing a resolution on Health and Equity in all Policies.

Actions

Health impact statements, Update current policies to include HEiAP upon prescribed review time frame to include HEiAP

Recommendations

Pass a resolution supporting HEiAP that will take written and verbal support to the level, action.

Examples of HEiAP:

Kent City Health Department

Summit County Resolution 2016-165

County Board of Health Resolution (Tacoma-Pierce, WA)

City Ordinance (Appleton, CO)

Executive Order (State of California)

BACKGROUND/RESOURCES:

OPHA & Thoughtwell – HeiAP Reprt May 2018

Health In All Policies: A Guide for State and Local Governments

Sincerely,

Joan C. Seidel, MA, BSN, RN, CIC, FAPIC

Health Commissioner

Kent City Health Department



STANDARD OPERATING PROCEDURE

Health Equity Policy/Guidelines

Subject Category:	Administrative	Related Policies:	NA
Effective Date:	September 12, 2017	Distribution:	All Staff
Review Frequency:	3 Years	Approved By:	Joan C. Seidel <i>Joan C. Seidel</i>
Revised Dates:	July 14, 2020		

Objective:

To ensure that the health department institutionalizes health equity into all programs, policies, services, and interventions.

Health Equity Values

The Kent City Health Department believes in the following health equity values:

1. Commitment to the elimination of health inequities within the City of Kent
2. Access to socioeconomic and environmental resources for everyone in Kent
3. Apply a health equity view to all programs and services provided by the health department
4. Accountability through measurement and quality management
5. Be a leader for the community in the health equity field.

Health Equity Policy Guidelines

The following are the guidelines for the health department to apply:

1. Consider health equity to current and new programs, policies, services, and interventions to ensure that they consider public health actions that break the cycle of health inequity in Kent.
2. Maintain a demographic profile of the jurisdiction including social determinants of health.
3. Include health equity and social determinants of health in community needs assessments, health improvement planning, surveillance systems, and other monitoring efforts of community health status.
4. Provide health education, health communications, and other public health information about community health status and needs in the context of health equity.
5. Identify opportunities if they exist for staff to learn and understand the social determinants of health for health department clients.
6. Support ongoing, staff professional development in health equity and cultural competency.

Memo

TO: Dave Ruller
FROM: Kevin Schwartzhoff *KW*
DATE: July 28, 2020
RE: Kent Parks and Recreation Land Donation

Bill Arthur, TransOhio Properties has offered to donate a parcel of land (0.377 acres map attached) located on Fairchild Avenue adjacent to Forest Lakes Recreational Area to the City of Kent Parks and Recreation Department. The land borders the Gavriloff property (4 acres) acquired by a donation in 2012.

The land adds to our goal in linking existing park properties and protection of the Fishcreek Riparian Corridor.

The Parks and Recreation Board approved to move forward with the land donation acceptance at their July 16, 2020 meeting.

PC: Patty Long
Sandy Vance
Amy Wilkens, Clerk of Council



City of Kent owned
Forest Lakes Recreational Area

17-045-00-00-014-000

TransOhio Properties Parcel
#17-045-00-00-014-000
0.377 Acres

Data For Parcel 17-045-00-00-014-000

Valuation Data

Parcel: 17-045-00-00-014-000
 Owner: TRANSOHIO PROPERTIES INC
 Address: FAIRCHILD

[+] Map this property.



2019 Valuation

	Appraised (100%)	Assessed (35%)
Land Value:	\$9,100.00	\$3,190.00
Improvements Value:	\$0.00	\$0.00
Total Value:	\$9,100.00	\$3,190.00
Assessed CAUV Value:		\$0.00

Valuation History

Date	Appraised Land Value	Appraised Improvements Value	Appraised Total Value	Assessed Land Value	Assessed Improvements Value	Assessed Total Value	Reason
2018/07/31	\$9,100.00	\$0.00	\$9,100.00	\$3,190.00	\$0.00	\$3,190.00	Reappraisal, Update or Annual Equalization
2012/07/25	\$9,100.00	\$0.00	\$9,100.00	\$3,190.00	\$0.00	\$3,190.00	Reappraisal, Update or Annual Equalization
2009/08/13	\$9,100.00	\$0.00	\$9,100.00	\$3,190.00	\$0.00	\$3,190.00	Reappraisal, Update or Annual Equalization
2006/08/17	\$9,600.00	\$0.00	\$9,600.00	\$3,360.00	\$0.00	\$3,360.00	Reappraisal, Update or Annual Equalization
2005/09/06	\$15,500.00	\$0.00	\$15,500.00	\$5,430.00	\$0.00	\$5,430.00	Miscellaneous
2005/09/06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Miscellaneous
2003/08/30	\$30,100.00	\$88,600.00	\$118,700.00	\$10,540.00	\$31,010.00	\$41,550.00	Reappraisal, Update or Annual Equalization
2000/08/19	\$27,300.00	\$73,800.00	\$101,100.00	\$9,560.00	\$25,830.00	\$35,390.00	Reappraisal, Update or Annual Equalization
1997/09/12	\$16,700.00	\$94,200.00	\$110,900.00	\$5,850.00	\$32,970.00	\$38,820.00	Reappraisal, Update or Annual Equalization

Kent Police Department

MEMORANDUM

To: Dave Ruller, City Manager
Kent City Council
From: Chief Nicholas Shearer
Date: July 28, 2020
Subject: School Resource Officer Program Renewal

This memorandum is to serve as a request for a continued partnership with the Kent City Schools for the School Resource Officer Program. Police representatives have met with school representatives to discuss the 2020-2021 school year contract. There is a proposed change in the contract this year because of the COVID 19 pandemic. The contract contains a provision indicating that if the school year or weeks need to be adjusted, the school's payment of the SRO will also be adjusted. Currently, the school system is planning regular five days per week, however, the pandemic may force the school to work from a contingency plan with fewer school days per week.

The Kent Police Department and the Kent City Schools administration partnered in selecting a new SRO for this school year. We are pleased to announce that Officer Dominic Poe will be the new resource officer.

Items to Note:

- Contract period will be from 08/24/20 to 05/27/21
- KCS is billed quarterly for the Officer's (wages, benefits, insurance, etc)
- Average yearly costs to KCS reimbursed to the city of Kent is estimated at \$94,000

KENT CITY - KENT CITY SCHOOL DISTRICT MEMORANDUM OF UNDERSTANDING FOR THE SCHOOL RESOURCE OFFICER PROGRAM

This agreement made and entered into between the City of Kent, a municipal corporation, organized and existing by virtue of the laws of the State of Ohio and the Kent City Board of Education by its duly acting and qualified Superintendent, George Joseph.

Whereas the City and the Board are interested in entering into a contract for the establishment of a school resource officer to provide a more complete liaison between the City of Kent Police Department and the Kent City School System in a cooperative effort to prevent crime and crisis and provide safety and a law enforcement presence.

Therefore the parties, each in consideration for the mutual promises and obligations assumed by the other, agree as follows:


1. The Primary Function of the School Resource Officer (SRO) is to act as a liaison between the City's Police Department and the Kent City School District, residents and businesses impacted by the educational institutions through development and implementation of Public Education and Awareness Program: and to maintain a healthy and productive working rapport with intermediate and secondary level students, parents, and school administrators in the capacity of law enforcement education.
2. The Objective of the School Resource Officer (SRO) is to provide and instill a sense of safety through officer presence. The School Resource Officer (SRO) will focus on developing a rapport with students primarily at the Roosevelt High School and Stanton Middle school to create and maintain a safe educational environment for the students, faculty and staff.
3. The Duties of the School Resource Officer shall be assigned to one full time officer of the Kent Police Department. The officer's assignment will be to fulfill the outlined objectives and functions outlined above, to carry out his duties as further outlined in the School Resource Officer Program Manual and carry out the duties governed by the City of Kent and State of Ohio as a certified peace officer.
4. The position of the SRO is being funded 100% by the Kent Board of Education during the regular school year (approximately August through May) **unless the school year has been altered or adjusted due to the COVID-19 Pandemic.** The City of Kent will fund 100% of the position during the non-school summer quarter when the officer is not performing SRO duties **or during the non-school times due to the COVID-19 Pandemic.**

If unique circumstances require extending the SRO presence in the schools beyond the regular academic year, the Kent BOE will assume those costs on a pro rata basis. If unique circumstances result in an extended absence (greater than 3 weeks in succession) of the SRO during the regular academic year, the City and Kent City School staff have the authority to negotiate an adjusted pro rata share of funding.

The funding includes base pay, overtime (as requested by the schools) and benefits as listed below and as applicable based on the FOP collective bargaining agreement:



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE
Rhonda C. Hall, CPA, Director

To: Dave Ruller, City Manager
Hope Jones, City Law Director
From: Rhonda C. Hall, CPA, Director of Budget and Finance 
Date: July 29, 2020
Re: Request for Ordinance Certifying Delinquent Non-Utility Debtors to Portage County

Annually Kent City Council receives listings of unpaid delinquent mowing bills, property maintenance violations-citations, zoning violations-citations, and other code enforcement violations to be placed as a tax lien on the real property that generated the delinquent charges.

In continuation of this annual "housekeeping practice" I am respectfully requesting City Council authorization for an ordinance certifying the attached list of delinquent and otherwise uncollectable fines/fees to the County Auditor in order to allow for the placement of the certified amount on the real property tax list and duplicate against the property served by the non-payment of various code enforcement actions, and declaring an emergency.

A request for City Council approval of a separate ordinance to provide certification of listings for Utility Billing outstanding delinquent debts is also being submitted under separate cover. The County has indicated that separate ordinances are required in order for us to distinguish their remittance of collected amounts in a way that will enable City revenue accounting entries to the appropriate funds.

If we receive payment, or a request for a payment plan, of any of the above delinquent items by August 31, 2020, the individual will be removed from the final list submitted to the Portage County Auditor on September 1, 2020.

Thank you in advance for your support and assistance in this matter.

930 OVERHOLT RD., KENT, OH 44240
(330) 678-8102 – Director and General Accounting
(330) 678-8103 Income Tax (330) 678-8104 Utility Billing FAX (330) 676-7584

City of Kent: Delinquent Fines/Unpaid Fees: Dept. of Community Development 7/29/20

Owner Name	Address	Parcel Number	Amount	Date Incurred	Description
ANDERSON MATTHEW N	932 W MAIN ST	17-026-20-00-009-000	\$2,400.00	9/4/2019	1410.04(a), 1410.04(f), 1410.04(g), 1411.02, 1411.03, 1411.05, 1411.06, 1411.09
BILLITER ROBERT L	115 W ELM	17-012-20-00-053-000	\$665.00	8/1/19, 5/7/20	mow + fine
BROWN A FRED (SUCCESSOR TRUSTEE)	213 DODGE	17-012-20-00-150-000	\$300.00	7/1/2020	1367.01a rental licensing
CLEGG PATRICK D	1216 MUNROE FALLS	17-010-70-00-046-000	\$1,940.00	7/9/19, 8/1/19, 5/7/20, 5/28/20	mow + fine
COTTON JAMES A & JAMES ALBERT	227 LAKE	17-031-21-00-061-000	\$670.00	7/25/19, 5/7/20	mow + fine
FAMILY DOLLAR STORES OF OHIO INC	1316 S WATER ST	17-006-11-00-003-000	\$335.00	7/25/2019	mow + fine
GLORIOSO ROBERT B & ANNE M (J&S)	520 CRAIN	17-024-33-00-095-000	\$4,500.00	11/27/19, 12/20/19, 1/13/20, 2/28/20, 5/7/20, 6/9/20	1367.01a rental licensing
KEGLEY DAVID BRUCE & MELISSA ANN	436 S FRANCIS ST	17-010-20-00-027-000	\$970.00	5/18/20, 5/28/20	mow + fine
KIERSTEAD MARGARET ROSE	1039 DAVEY	17-032-10-00-065-000	\$335.00	5/28/2020	mow + fine
KORDINAK MARIE M	1070 NORWOOD	17-010-80-00-087-000	\$1,305.00	7/25/19, 9/26/19, 5/28/20	mow + fine
MACINTYRE PROPERTIES LLC	416 STINAFF	17-030-20-00-189-000	\$335.00	7/25/2019	mow + fine
MARKETPLACE RENTALS LLC	1067 GRAHAM	17-041-10-00-048-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	1069 GRAHAM	17-041-10-00-048-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	1101 S LINCOLN	17-013-20-00-289-006	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing

MARKETPLACE RENTALS LLC	1103 S LINCOLN	17-013-20-00-289-006	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	701 MAE	17-014-10-00-041-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	705 MAE	17-014-10-00-041-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	814 MAE (up)	17-014-10-00-027-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	814 MAE (down)	17-014-10-00-027-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	951 MORRIS	17-014-10-00-007-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	953 MORRIS	17-014-10-00-007-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	551A E SCHOOL	17-013-20-00-291-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	551B E SCHOOL	17-013-20-00-291-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	215A SHERMAN	17-023-10-00-188-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
MARKETPLACE RENTALS LLC	215B SHERMAN	17-023-10-00-188-000	\$900.00	5/27/20, 6/19/20	1367.01a rental licensing
RISCH JARED M	423 LONGMERE DR	17-026-20-00-021-000	\$347.84	8/27/2019	trash pickup + fine
STANLEY SCOTT	653 ADA	17-010-03-00-120-000	\$300.00	6/11/2020	1129.02 operation of an unlicensed rooming house
SULLIVAN NADINE HULBERT AKA NADINE H	336 SILVER MEADOWS BV	17-028-20-00-112-000	\$670.00	8/7/19, 5/7/20	mow + fine
WOLF DIANE J	1234 N MANTUA ST	17-042-10-00-016-000	\$340.00	5/18/2020	mow + fine
ZHAO JIANKUI & LEI (J&S)	1688 OLYMPUS DR	17-004-00-00-018-002	\$342.42	2/25/2020	bulk trash service

Total for Dept. of Community Development

\$28,355.26

Items: 30

City of Kent: Delinquent Fines/Unpaid Fees: Dept. of Health 7/29/20


Owner Name	Address	Parcel Number	Amount	Date Incurred	Description
Dennis Love	527 Carthage	17-030-10-00-003-000	\$40	5/31/2019	19-40
George Stephanopoulos	309 S. Willow	17-024-40-00-126-000	\$60	7/31/2019	19-67
Whitehall East Properties LLC	1583 Athena	17-004-00-00-006-003	\$140	1/3/2020	20-01
David Belan	1144 Erin	17-044-10-00-069-000	\$60	2/4/2020	20-09

Total for Dept. of Health \$300

Items: 4



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE
Rhonda C. Hall, CPA, Director

To: Dave Ruller, City Manager
Hope Jones, City Law Director
From: Rhonda C. Hall, CPA, Director of Budget and Finance 
Date: July 29, 2020
Re: Request for Ordinance Certifying Delinquent City Utility Debtors to Portage County

In October of 2012 Kent City Council approved Ordinance 2012-110 amending Sections 913.07, 915.72, 921.24 and 935.14 of the Kent Codified Ordinances allowing for the certification of delinquent water use charges, wastewater use charges, storm water utility charges and recycling/solid waste collection charges to the County Auditor to be placed as a tax lien on the real property that generated the delinquent charges. This action aligned the City's possible enforcement remedies for the above listed "Utility Billing Charges" with already existing "housekeeping authority" for other City code enforcement violations and special assessments.

In continuation of this practice I am respectfully requesting City Council authorization for an ordinance certifying the attached list of delinquent and otherwise uncollectable Utility Billing Accounts to the County Auditor in order to allow for the placement of the certified amount on the real property tax list and duplicate against the property served by the non-payment of utility bills, and declaring an emergency.

A request for City Council approval of a separate ordinance to provide certification of listings for non-Utility Billing outstanding delinquent debts is also being submitted under separate cover. The County has indicated that separate ordinances are required in order to separate their remittance of collected amounts so that City revenue accounting entries can be made to the appropriate funds.

If we receive payment, or a request for a payment plan, of any of the above delinquent items by August 31, 2020, the individual will be removed from the final list submitted to the Portage County Auditor on September 1, 2020.

Thank you in advance for your support and assistance in this matter.

930 OVERHOLT RD., KENT, OH 44240
(330) 678-8102 – Director and General Accounting
(330) 678-8103 Income Tax (330) 678-8104 Utility Billing FAX (330) 676-7584

City of Kent: Delinquent Fines and Unpaid Fees Dept: Utility Billing

Owner Name	Address	Parcel #	Amount	Date Delinquent	Description of Fine/unpaid fee
Asad, Megan	1155 Munroe Falls	17-010-10-00-140-000	\$80.86	3/16/2020	water/sewer
Baker, Phillip	560 Longcoy	17-030-10-00-139-000	\$185.59	6/11/2019	water/sewer
Bassam, Ahmad	1110 Silver Meadows	17-028-10-00-116-000	\$124.04	6/19/2020	water/sewer
Belfiore, John	539 Cuyahoga	17-030-20-00-237-000	\$130.80	10/15/2019	water/sewer
Camm Investments	120 E School	17-013-20-00-156-000	\$33.74	2/7/2020	water/sewer
Case, William	132 S Pearl	17-025-20-00-094-000	\$44.50	7/9/2020	water/sewer
Dodson, Donald	221 Cherry	17-007-10-00-084-000	\$137.16	5/6/2019	water/sewer
Gardner, Jeffrey	455 Rockwell	17-030-20-00-133-000	\$57.77	5/6/2019	water/sewer
Ginther, Amanda or Greg	123 E Elm	17-013-20-00-053-000	\$89.67	1/8/2020	water/sewer
Glavin, Kevin	732 Stinaff	17-030-20-00-262-000	\$62.03	1/31/2020	water/sewer
Hershiser, William	424 Burns	17-030-20-00-208-000	\$29.21	7/9/2020	water/sewer
Hilton, Lauren	996 Gardenview	17-011-20-00-094-000	\$369.05	9/3/2019	water/sewer
Horowitz, Bradley	1130 Jessie	17-010-10-00-125-000	\$60.58	4/23/2020	water/sewer
Hostetler, Larry	1090 Silver Meadows	17-028-10-00-115-000	\$50.30	8/12/2019	water/sewer
Kegley, David	436 Francis	17-010-20-00-027-000	\$293.12	3/6/2020	water/sewer
Kovolyan, John or Jody	644 S Water	17-012-10-00-066-000	\$2.62	1/8/2020	water/sewer
Langston, Brian	401 Adamle	17-029-10-00-059-000	\$47.28	1/31/2020	water/sewer
Manjak, Francis	1157 W Main	17-010-20-00-011-000	\$164.62	3/6/2020	water/sewer
N & N Portage	1549 Benjamin	17-007-20-00-025-000	\$53.25	6/11/2019	water/sewer
Nemec, Kathryn	626 Ada	17-010-03-00-042-000	\$45.34	8/12/2019	water/sewer
Sahintepe, Mustafa	404 E Summit	17-013-10-00-098-000	\$62.19	7/9/2020	water/sewer
Schasser, John	911 Walnut	17-012-20-00-073-000	\$104.96	1/8/2020	water/sewer
Schlueter, Cheryl	231 W Oak	17-012-20-00-016-000	\$55.74	7/9/2020	water/sewer
Stephanopoulos, George	1575 Athena	17-004-00-00-006-013	\$8.43	7/9/2020	water/sewer
Strickland, Elizabeth	401 Silver Meadows	17-028-20-00-107-000	\$148.58	11/18/2019	water/sewer
Thurman, Roger	114 Crain	17-031-22-00-209-000	\$656.29	9/16/2019	water/sewer
Vance, Nate	426 W Elm B	17-012-20-00-107-000	\$167.06	3/6/2020	water/sewer
Wallach, Tracy	227 Starr	17-031-21-00-025-000	\$129.95	11/18/2019	water/sewer
Waller, Sheri	1530 Franklin	17-007-00-00-032-000	\$153.09	4/6/2020	water/sewer
Wright, Michael	344 Dodge	17-012-20-00-217-000	\$210.83	3/16/2020	water/sewer
Zwolinski, Mark	314 Reilim	17-006-12-00-123-000	\$60.61	8/12/2019	water/sewer

TOTAL

\$3,819.26



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE
Rhonda C. Hall, CPA, Director

To: Dave Ruller, City Manager
Hope Jones, City Law Director
From: Rhonda C. Hall, CPA, Director of Budget and Finance
Date: July 29, 2020
Re: Request for Ordinance Certifying Unpaid Concrete Sidewalk Repair Bills to Portage County

City of Kent Codified Ordinance 521.06 allows for the certification of unpaid property owner billings for sidewalk repairs to the County Auditor to be placed as a lien on the real property that generated the unpaid expenses. This action aligns with the City's financial enforcement remedies for City code enforcement violations, unpaid utility bills, and special assessments. Unpaid Sidewalk Repair Bills, when applicable, are a part of these annual "housekeeping actions" to collect outstanding monies that are owed to the City.

In continuation of this practice I am respectfully requesting City Council authorization for an ordinance certifying the attached list for the 2019 Annual Concrete Repair Programs of Unpaid Concrete Sidewalk Repair Accounts to the County Auditor in order to allow for the placement of the certified amount on the real property tax list and duplicate against the property having had required sidewalk repairs, and declaring an emergency.

The County has indicated that separate ordinances are required in order to separate their remittance of collected amounts so that City revenue accounting entries can be made to the appropriate funds.

If we receive payment, or a request for a payment plan, of any of the above delinquent items by August 31, 2020, the individual will be removed from the final list submitted to the Portage County Auditor on September 1, 2020.

Thank you in advance for your support and assistance in this matter.

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2018 ANNUAL CONCRETE REPAIR PROGRAM

Ohio Revised Code 715.261

Kent Codified Ordinance 521.06

<u>PARCEL I.D. #</u>	<u>ADDRESS</u>	<u>PROPERTY OWNER</u>	<u>AMOUNT</u>
17-013-10-00-021-000	500 S. Depeyster St.	Mark & Dee Seaholts	\$1,209.00
17-013-10-00-033-000	531 S. Depeyster St.	Allan Orashan & Gayle Bentley	\$1,154.38
17-013-10-00-034-000	537 S. Depeyster St.	Gayle Bentley & Allan Orashan	\$2,406.90
17-013-10-00-035-000	539 S. Depeyster St.	Clarence & Allison Rader	\$2,651.00
17-012-20-00-151-000	209-209½ Dodge St.	Ritesh Sharma & Trivedi Dharti	\$3,378.30
17-012-20-00-146-000	239 Dodge St.	Forrest Lee Floyd	\$1,738.80
17-012-20-00-128-000	333 Dodge St.	Norman & Vicki Johnson	\$2,727.35
17-012-20-00-217-000	344 Dodge St.	Printillis & Michael Wright	\$4,370.00
17-012-20-00-218-000	348 Dodge St.	Caven McCoughlin & Ann Bauer	\$1,287.50
17-042-10-00-005-000	409 W. Grant St.	Andrea Hauserman	\$604.00
17-043-30-00-031-000	437 W. Grant St.	Brian Murray	\$575.00
17-030-10-00-058-000	444 W. Grant St.	Brian Murray	\$363.90
17-043-30-00-026-000	457 W. Grant St.	Justin P. Harris	\$360.00
17-043-30-00-024-000	469 W. Grant St.	Steven & Carrie Schreckengost	\$138.00
17-043-30-00-004-000	528 W. Grant St.	Pamela Starcher & Sarah Rhodes	\$264.50
17-043-30-00-015-000	583 W. Grant St.	Samuel & Sara Roberts	\$308.00
TOTAL			\$23,536.63

2019 ANNUAL CONCRETE REPAIR PROGRAM

Ohio Revised Code 715.261

Kent Codified Ordinance 521.06

<u>PARCEL I.D. #</u>	<u>ADDRESS</u>	<u>PROPERTY OWNER</u>	<u>AMOUNT</u>
17-024-20-00-076-000	122 Brady St.	HHHC Investment Group LLC	\$3,396.24
17-024-20-00-075-000	126 Brady St.	Jessie Scott	\$2,702.98
17-024-20-00-074-000	326 N. Depeyster St.	Frank D. Hornyak	\$3,581.95
17-013-20-00-117-000	631 S. Depeyster St.	Kevin & Lora Gray	\$341.06
17-013-20-00-013-000	638 S. Depeyster St.	Thomas J. Casterline	\$210.00
17-013-20-00-094-000	707 S. Depeyster St.	Kaleigh Ritter	\$1,549.88
17-013-20-00-098-000	809 S. Depeyster St.	Johnnie & Josephine Hughes	\$1,258.41
17-025-10-00-005-000	216 Lowell Dr.	James & Megan Geldhof	\$1,881.46
17-025-10-00-006-000	222 Lowell Dr.	Tonya L. Hardway	\$1,339.60
17-025-10-00-007-000	226 Lowell Dr.	Sean Ammon & Jenna Baucco	\$765.98
17-031-21-00-010-000	147 Lake St.	Adam & Julie Rubin	\$1,176.76
17-012-20-00-176-000	111 W. School St.	Angela P. Finn	\$1,259.60
TOTAL			\$19,463.92
2018 & 2019 TOTAL			\$43,000.55



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE
Rhonda C. Hall, CPA, Director

To: Dave Ruller, City Manager

From: Rhonda C. Hall, CPA, Director of Budget and Finance *Rhonda Hall*

Date: July 29, 2020

Re: FY2020 Appropriation Amendments, Transfers, and Advances

The following appropriation amendments for the August Council Committee Agenda are hereby requested:

Fund 001 – General Fund

Increase	\$ 5,000	General, Urban Renewal/ Other (O&M) – Increase appropriations for O&M related to underground storage tank remediation, per B. Susel 7/15/20 memo.
Increase	3,000	General, City Manager/ Other (O&M) – Increase appropriations for O&M related to a part-time position as Program Coordinator to support the Kent Heart & Soul Project, per D. Ruller 7/29/20 memo.

Fund 202 – Sewer Fund

Decrease	\$ (10,000)	Sewer/ Capital – Decrease appropriations related to the Waterfall/Dam Upkeep, per B. Schesventer 7/21/20 memo.
Increase	10,000	Sewer/ Capital – Increase appropriations related to a new Grease Gun and other misc equipment, per B. Schesventer 7/21/20 memo.

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CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: July 15, 2020
TO: Rhonda Hall, Budget & Finance Director
FROM: Bridget Susel, Community Development Director *B.S.*
RE: Appropriations Request: BUSTR Case Completion, 301 W. Main Street

The City recently received a notification letter from the Department of Commerce, Division of State Fire Marshal, Bureau of Underground Storage Tank Regulations (BUSTR), regarding an incomplete filing associated with an underground storage tank remediation project that was undertaken at 301 West Main Street (former World Imports site) in 2003.

Subsequent information was sent by the City in 2007 and 2009, but was deemed insufficient by BUSTR. In response to this most recent notice, the City secured three (3) price estimates from qualified environmental consulting firms to ensure the necessary sampling and reporting is completed and submitted to BUSTR in order to close the open case file.

I am respectfully requesting the appropriation of an additional \$5,000.00 to the "Community Development Urban Renewal" account to pay the estimated cost associated with the necessary work.

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

Thank you.



**Department
of Commerce**

Division of State Fire Marshal
Mike DeWine, Governor
Sheryl Maxfield, Director

June 16, 2020

DAVE RULLER, CITY MANAGER
CITY OF KENT
301 SOUTH DEPEYSTER STREET
KENT, OHIO 44240

SITE: WORLD IMPORTS
301 W MAIN ST
KENT OH
PORTAGE COUNTY
RELEASE #67002010-N00001

RE: SITE STATUS

Dear City Manager Ruller:

The State Fire Marshal, Bureau of Underground Storage Tank Regulations ("BUSTR") has established an enforcement program for resolving non-compliance with underground storage tank ("UST") environmental regulations as quickly and efficiently as possible. Some time ago, the file for the former World Imports facility, located at what was then 301 West Main Street, was referred to my attention in BUSTR's Enforcement Section for potential action. In reviewing the file recently, I discovered that BUSTR has not been in contact with the City of Kent ("City") for several years about this matter; as a result, I believe that it would be more appropriate to send this letter reminding you of the site's status and your legal obligations with respect to it, instead of issuing a Notice of Violation.

Site Background

On September 10, 1996, the City removed two waste oil USTs from the former World Imports property, by then owned by the City. The closure assessment performed at the time indicated that contamination was present; that indication was confirmed by additional environmental investigations performed by the City over the next several years. The most recent report submitted by the City was a Tier 1 Evaluation conducted pursuant to the 1999 version of BUSTR's corrective action rule. It requested that BUSTR issue a finding of No Further Action but upon review BUSTR found that there was no monitoring well placed in the tank cavity and that, in any case, the samples submitted to the laboratory for analysis were above the proper holding temperature and therefore cannot be relied upon to accurately reflect the soil and groundwater conditions. Due to these deficiencies, BUSTR was unable to consider a finding of No Further Action.

Because the corrective action was not complete, in 2009 BUSTR moved the release file to the next version of the corrective action rule, the 2005 rule and required the City to conduct a Tier 1 Source Investigation ("T1SI") pursuant to that version and to submit the appropriate report, either a Tier 1 Evaluation or a Tier 1

Bureau of Underground Storage Tank
Regulations
8895 East Main Street
Reynoldsburg, OH 43068 U.S.A.

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Fax 614 | 752 7942
TTY/TDD 800 | 750 0750
www.com.ohio.gov

Notification (depending on the environmental sampling results). To date, however, none has been received and the City is in violation of the of the following provision of the Ohio Administrative Code:

- 1301:7-9-13(H)(3) Failure to submit a Tier 1 Evaluation or a Tier 1 Notification report.

I would note that the corrective action rule has undergone additional revisions since 2009. The current version of that rule is dated 2017, and the City may elect to perform a TISI under that version if it wishes.

Under ordinary circumstances, a release which has gone unaddressed for such a length of time would be a strong candidate for formal enforcement action. As I noted earlier, though, BUSTR has not been in touch with the City for quite some time and I believe it would be more appropriate to allow the City the opportunity to review this letter and to take steps to initiate the necessary corrective actions.

Finally, BUSTR understands that the current situation surrounding the coronavirus may impact the availability of contractors to address your corrective action obligations. BUSTR does expect, however, that the City will keep us apprised of its compliance efforts.

Thank you in advance for your cooperation. I strongly urge that the City or its consultant contact our site coordinator for Portage County, Mr. Ryan Siath, to discuss the relative merits of a TISI. Mr. Siath can be reached directly at (614) 387-7416. If you have any questions about this letter or the enforcement process in general, please feel free to contact me at david.sauer@com.state.oh.us or by telephone at (614) 752-7096.

Sincerely,



David N. Sauer
Enforcement Coordinator

cc: Hope L. Jones, Law Director, City of Kent
Corrective Action File
Enforcement File

Bureau of Underground Storage Tank Regulations
8895 East Main Street
Reynoldsburg, OH 43068 U.S.A.

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City of Kent
Department of Public Service
Division of Water Reclamation

Memo

To: Rhonda Hall, Budget Director

From: William Schesventer, WRF Manager

Date: July 21, 2020

RE: Funds transfer Request

I am requesting the transfer of \$10,000.00 from fund line 7680, *Contract*, to line 7630 *Equipment Items >\$2,500.00* Plant miscellaneous to allow for purchase of items over the \$2,500.00 limit.

Thank you for your consideration.

cc: Melanie Baker, Service Director
File

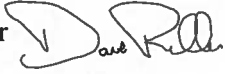


ESTABLISHED 1805

City of Kent, Ohio

Office of the City Manager

To: Rhonda Hall, Director of Budget & Finance

From: Dave Ruller, City Manager 

Date: July 29, 2020

RE: 2020 Appropriation Revision Request- Part-time Coordinator funding for Community Heart & Soul Project

The City of Kent has used a staffing agency to pay a part-time Program Coordinator to support the Kent Heart & Soul Project for the past 6 months. The project is a community engagement project that is critical for gaining citizen input, establishing future priorities, and defining community goals.

The project has been underway for 18 months and as a volunteer led effort the part time position has proven critical to assisting the volunteers stay organized, on track, and coordinated with the City.

The pandemic and recent national escalations in racial tensions has reaffirmed the importance of engaging the community in conversations about what is important in the community and what programs the City needs to be working on to advance community goals.

The output of the Heart & Soul Project will also be used in the City's Comprehensive Plan update which is currently underway so timing is critical and the part time staff has proven to be an effective way to leverage volunteer efforts.

In light of this, the City Manager's Office is requesting **\$3,000.00** to be appropriated to the following line: 001-09-570-704-7340.

A breakdown of the costs related to the cost of the project

2020-450 Purchase Order previously encumbered:	\$3,000.00
Requested amount:	3,000.00
TOTAL:	<u>\$6,000.00</u>

Please let me know if you have any questions or if you need any additional information.

Thank you.

CC: Brian Huff

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**KENT POLICE DEPARTMENT
JUNE 2020**

	JUNE 2019	JUNE 2020	TOTAL 2019	TOTAL 2020	
CALLS FOR SERVICE	2207	1662	14531	10227	
FIRE CALLS	321	339	2246	2031	
ARRESTS, TOTAL	100	83	786	637	
JUVENILE ARRESTS	7	1	42	25	
O.V.I. ARRESTS	14	12	88	66	
TRAFFIC CITATIONS	224	127	1597	997	
PARKING TICKETS	868	766	5956	3426	
ACCIDENT REPORTS	41	30	346	247	
Property Damage	23	15	214	129	
Injury	1	8	19	44	
Private Property	14	7	85	44	
Hit-Skip	2	0	23	21	
OVI Related	0	0	0	5	
Pedestrians	1	0	5	4	
Fatals	0	0	0	0	
U.C.R. STATISTICS					
Homicide	0	0	0	0	
Rape	0	0	0	0	
Robbery	0	3	4	5	
Assault Total	12	13	75	94	
Serious		3	1	11	8
Simple		9	12	64	86
Burglary	4	5	35	32	
Larceny	22	34	153	159	
Auto Theft	0	2	9	5	
Arson	0	0	0	1	
Human Trafficking:Servitude	0	0	0	0	
Human Trafficking:Sex Acts	0	0	0	0	
TOTAL	38	57	276	296	
CRIME CLEARANCES					
Homicide	0	0	0	0	
Rape	0	0	0	0	
Robbery	0	0	1	2	
Assault Total	6	10	61	78	
Serious		1	1	8	5
Simple		5	9	54	73
Burglary	0	1	10	8	
Larceny	1	4	19	28	
Auto Theft	1	0	4	0	
Arson	0	0	0	1	
Human Trafficking:Servitude	0	0	0	0	
Human Trafficking:Sex Acts	0	0	0	0	
TOTAL	8	15	95	117	



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT Building Services Division

To: Dave Ruller
City Manager

From: Bridget Susel
Community Development Director *BDS*

Date: July 7, 2020

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

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

Thank you.

Sue Lynch – Building Dept.

Permit Revenue Report

Payment Date Range 06/01/20 - 06/29/20

Summary Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type BZA-BOARD OF ZONING APPEALS						
BZA - BOARD OF BUILDING APPEALS		3	0	150.00	.00	150.00
Permit Type BZA-BOARD OF ZONING APPEALS Totals						
		3	0	\$150.00	\$0.00	\$150.00
Permit Type CODE VIOLATION-CODE VIOLATION						
MISC - MISCELLANEOUS		1	0	37.37	.00	37.37
MOWING - MOWING		4	0	165.00	.00	165.00
NUISANCE FINE - NUISANCE FINE		7	0	1,100.00	.00	1,100.00
Permit Type CODE VIOLATION-CODE VIOLATION Totals						
		12	0	\$1,302.37	\$0.00	\$1,302.37
Permit Type DEMOLITION-DEMOLITION						
3% BBS - 3% BBS		1	0	6.00	.00	6.00
COM-DEMO/MOVE - Commercial Demolition/Moving		1	0	200.00	.00	200.00
EXCAVATION - EXCAVATION		1	0	20.00	.00	20.00
Permit Type DEMOLITION-DEMOLITION Totals						
		3	0	\$226.00	\$0.00	\$226.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL						
3% BBS - 3% BBS		4	0	18.57	.00	18.57
3% BBS OVERRIDE - 3% BBS OVERRIDE		2	0	.02	.00	.02
COM-ELEC REPAIR - Commercial Electric Repair/Remodel		3	0	569.30	.00	569.30
CRES-ELECT RPAIR - Commercial Residential Electric Repair/Remodel		1	0	50.00	.00	50.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals						
		10	0	\$637.89	\$0.00	\$637.89
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL						
1% BBS - 1% BBS		10	0	6.05	.00	6.05
RES-ELEC REPAIR - Residential Electric Repair/Repair		5	0	250.00	.00	250.00
RES-ELEC NEW - Residential Electric New		2	0	200.00	.00	200.00
RES-ELEC OWN SRV - Residential Electric Owner Occupied Service		3	0	105.00	.00	105.00
RES-ELEC TEMP - Residential Electric Temporary Service		2	0	50.00	.00	50.00
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals						
		22	0	\$611.05	\$0.00	\$611.05
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL						
BOND-EXCAVATION - EXCAVATION BOND		1	0	1,000.00	.00	1,000.00
EXCAVATION - EXCAVATION		3	0	60.00	.00	60.00
W-METR 1.5" - WATER METER 1 1/2"		1	5	636.00	(221.00)	415.00
W-TAP 1.5" +PRTS - WATER TAP 1 1/2" +MISC PARTS NO METER		1	5	890.00	(404.00)	486.00
WATER FEE - WATER FEE		1	0	25.00	.00	25.00
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals						
		7	10	\$2,611.00	(\$625.00)	\$1,986.00
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL						
BOND-EXCAVATION - EXCAVATION BOND		2	0	2,000.00	.00	2,000.00
EXCAVATION - EXCAVATION		17	0	340.00	.00	340.00
SEWER RES - SEWER RESIDENTIAL		2	0	50.00	.00	50.00
SEWER UTILIZE - SEWER UTILIZATION		2	0	2,620.00	.00	2,620.00

Permit Revenue Report

Payment Date Range 06/01/20 - 06/29/20

Summary Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL						
STORM CONNECTION - STORM SEWER CONNECTION		2	0	200.00	.00	200.00
STORM RES PERMIT - STORM SEWER RESIDENTIAL PERMIT		4	0	100.00	.00	100.00
W-METR (3/4"W/BF - WATER METER (5/8-3/4")		1	0	366.00	.00	366.00
W-METR 1" - WATER METER 1"		1	0	415.00	.00	415.00
WATER FEE - WATER FEE		3	0	75.00	.00	75.00
WATER UTILIZED - WATER UTILIZATION		2	0	1,100.00	.00	1,100.00
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL Totals						
		36	0	\$7,266.00	\$0.00	\$7,266.00
Permit Type EXISTING COMM-EXISTING COMMERCIAL						
3% BBS - 3% BBS						
COM-BUILD REPAIR - Commercial Building Repair/Remodel		2	0	13.82	.00	13.82
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION		2	0	460.60	.00	460.60
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		1	0	100.00	.00	100.00
PLAN REVIEW 4+ - Plan Review for 4 or More Reviews		5	0	637.50	.00	637.50
Permit Type EXISTING COMM-EXISTING COMMERCIAL Totals						
		11	0	\$1,336.92	\$0.00	\$1,336.92
Permit Type EXISTING RES-EXISTING RESIDENTIAL						
1% BBS - 1% BBS						
1% BBS OVERRIDE - 1% BBS OVERRIDE		13	0	7.83	.00	7.83
RES-BUILD ADD 1 - Residential Building Addition- Single Family		1	0	.01	.00	.01
RES-BUILD REPAIR - Residential Building Remodel/Repair		3	0	232.30	.00	232.30
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals						
		10	0	550.00	.00	550.00
Permit Type HVAC COMM-HVAC COMMERCIAL						
3% BBS - 3% BBS						
COM-HVAC REPLACE - Commercial HVAC Replacement		1	0	3.00	.00	3.00
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION		1	0	100.00	.00	100.00
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		1	0	100.00	.00	100.00
Permit Type HVAC COMM-HVAC COMMERCIAL Totals						
		3	0	262.50	.00	262.50
Permit Type HVAC RES-HVAC RESIDENTIAL						
1% BBS - 1% BBS						
RES-HVAC NEW - Residential HVAC New		13	0	5.20	.00	5.20
RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement		1	0	100.00	.00	100.00
		12	0	420.00	.00	420.00
Permit Type HVAC RES-HVAC RESIDENTIAL Totals						
		26	0	\$525.20	\$0.00	\$525.20
Permit Type NEW RES-NEW RESIDENTIAL						
1% BBS - 1% BBS						
PARKS & REC - PARKS & REC		2	0	9.07	.00	9.07
RES- BUILD NEW 1 - Residential Building New Construction- Single Family		2	0	1,080.00	.00	1,080.00
		2	0	906.95	.00	906.95
Permit Type NEW RES-NEW RESIDENTIAL Totals						
		6	0	\$1,996.02	\$0.00	\$1,996.02
Permit Type PLUMB COMM-PLUMBING COMMERCIAL						
3% BBS - 3% BBS						
		6	0	32.40	.00	32.40

Permit Revenue Report

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Summary Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type	PLUMB COMM-PLUMBING COMMERCIAL					
3% BBS OVERRIDE - 3% BBS OVERRIDE		2	0	.02	.00	.02
COM-PLUMB REPAIR - Commercial Plumbing Repair/Remodel		2	0	280.30	.00	280.30
CRES-PLUMB RPAIR - Commercial Residential Plumbing Repair/Remodel		4	0	800.00	.00	800.00
Permit Type PLUMB COMM-PLUMBING COMMERCIAL Totals						
Permit Type	PLUMB RES-PLUMBING RESIDENTIAL					
1% BBS - 1% BBS		14	0	\$1,112.72	\$0.00	\$1,112.72
RES-PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement		6	0	2.55	.00	2.55
RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel		3	0	105.00	.00	105.00
Permit Type PLUMB RES-PLUMBING RESIDENTIAL Totals						
Permit Type	SIGN/AWNINGS-SIGN/AWNINGS					
COM-SIGN/AWN/CAN - Commercial Signs Awnings Canopies		1	0	50.00	.00	50.00
COM-ZONING PSIGN - Commercial Zoning Permanent Signs		1	0	50.00	.00	50.00
Permit Type SIGN/AWNINGS-SIGN/AWNINGS Totals						
Permit Type	SUBDIVISION-SUBDIVISION					
MIN SUB PLAT - MINOR SUBDIVISION PLAT		2	0	\$100.00	\$0.00	\$100.00
Permit Type SUBDIVISION-SUBDIVISION Totals						
Permit Type	SUBDIVISION-SUBDIVISION					
RES-ZONING - Residential Zoning Fence Pool Etc		2	0	50.00	.00	50.00
RES-ZONING ADD - Residential Zoning Addition		2	0	\$50.00	\$0.00	\$50.00
RES-ZONING NEW - Residential Zoning New		12	0	300.00	.00	300.00
		5	0	150.00	.00	150.00
		2	0	150.00	.00	150.00
Permit Type ZONING-ZONING Totals						
		19	0	\$600.00	\$0.00	\$600.00
Grand Totals						
		218	10	\$20,038.36	(\$625.00)	\$19,413.36

Permit Revenue Report

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Detail Listing

Fee Code	Permit Type	DEMOLITION-DEMOLITION	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
EXCAVATION - EXCAVATION								
	Date	Transaction Type	Permit Number	Issued To		Amount	Amount	
	06/25/2020	Payment Monies Received	2020-00000307	A CRANO EXCAVATING COMPANY, INC		20.00	20.00	20.00
						\$200.00		
Permit Type DEMOLITION-DEMOLITION Totals								
						\$226.00	\$0.00	\$226.00
3% BBS - 3% BBS								
	Date	Transaction Type	Permit Number	Issued To		Amount	Amount	
	06/05/2020	Payment Monies Received	2020-00000390	CIANCI ELECTRIC		8.67		
	06/12/2020	Payment Monies Received	2020-00000413	STG ELECTRIC SERVICES LLC		4.20		
	06/12/2020	Payment Monies Received	2020-00000414	STG ELECTRIC SERVICES LLC		4.20		
	06/24/2020	Payment Monies Received	2020-00000442	SIEFER ELECTRIC, INC		1.50		
						\$18.57		18.57
3% BBS OVERRIDE - 3% BBS OVERRIDE								
	Date	Transaction Type	Permit Number	Issued To		Amount	Amount	
	06/12/2020	Payment Monies Received	2020-00000413	STG ELECTRIC SERVICES LLC		.01		.01
	06/12/2020	Payment Monies Received	2020-00000414	STG ELECTRIC SERVICES LLC		.01		.01
						\$0.02		\$0.02
COM-ELEC REPAIR - Commercial Electric Repair/Remodel								
	Date	Transaction Type	Permit Number	Issued To		Amount	Amount	
	06/05/2020	Payment Monies Received	2020-00000390	CIANCI ELECTRIC		289.00		
	06/12/2020	Payment Monies Received	2020-00000413	STG ELECTRIC SERVICES LLC		140.15		
	06/12/2020	Payment Monies Received	2020-00000414	STG ELECTRIC SERVICES LLC		140.15		
						\$569.30		569.30
CRES-ELECT RPAIR - Commercial Residential Electric Repair/Remodel								
	Date	Transaction Type	Permit Number	Issued To		Amount	Amount	
	06/24/2020	Payment Monies Received	2020-00000442	SIEFER ELECTRIC, INC		50.00		50.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals								
						\$637.89	\$0.00	\$637.89
1% BBS - 1% BBS								
	Date	Transaction Type	Permit Number	Issued To		Amount	Amount	
	06/01/2020	Payment Monies Received	2020-00000385	BRENNAN ELECTRIC - TJRB CORP		.50		
	06/11/2020	Payment Monies Received	2020-00000405	MR. ELECTRIC		.50		
	06/11/2020	Payment Monies Received	2020-00000407	YUSEF HUSSEINI		.50		
	06/16/2020	Payment Monies Received	2020-00000422	GROUNDWORKS OHIO, LLC		.50		
						6.05		6.05
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals								
						\$6.05	\$0.00	\$6.05

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Detail Listing

Fee Code	Permit Type	Transaction Type	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
1% BBS - 1% BBS	ELECTRICAL RES-ELECTRICAL RESIDENTIAL							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
06/18/2020	Payment Monies Received	2020-00000431	THOMPSON ELECTRIC	10	0	6.05	1.25	6.05
06/23/2020	Payment Monies Received	2020-00000436	SIEFER ELECTRIC, INC				.35	
06/23/2020	Payment Monies Received	2020-00000437	SIEFER ELECTRIC, INC				.35	
06/26/2020	Payment Monies Received	2020-00000453	OTT ELECTRICAL SERVICES INC.				.35	
06/29/2020	Payment Monies Received	2020-00000462	RAMSIER ELECTRIC				1.25	
06/29/2020	Payment Monies Received	2020-00000464	YELLOWLITE INC				.50	
							\$6.05	
	RES-ELEC REPAIR - Residential Electric Remodel/Repair							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
06/01/2020	Payment Monies Received	2020-00000385	BRENNAN ELECTRIC - TJRB CORP	5	0	250.00	.00	250.00
06/11/2020	Payment Monies Received	2020-00000405	MR. ELECTRIC				50.00	
06/11/2020	Payment Monies Received	2020-00000407	YUSEF HUSSEINI				50.00	
06/16/2020	Payment Monies Received	2020-00000422	GROUNDWORKS OHIO, LLC				50.00	
06/29/2020	Payment Monies Received	2020-00000464	YELLOWLITE INC				50.00	
							\$250.00	
	RES-ELEC NEW - Residential Electric New							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
06/18/2020	Payment Monies Received	2020-00000431	THOMPSON ELECTRIC	2	0	200.00	.00	200.00
06/29/2020	Payment Monies Received	2020-00000462	RAMSIER ELECTRIC				100.00	
							100.00	
							\$200.00	
	RES-ELEC OWN SRV - Residential Electric Owner Occupied							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
06/23/2020	Payment Monies Received	2020-00000436	SIEFER ELECTRIC, INC	3	0	105.00	.00	105.00
06/23/2020	Payment Monies Received	2020-00000437	SIEFER ELECTRIC, INC				35.00	
06/26/2020	Payment Monies Received	2020-00000453	OTT ELECTRICAL SERVICES INC.				35.00	
							\$105.00	
	RES-ELEC TEMP - Residential Electric Temporary Service							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
06/18/2020	Payment Monies Received	2020-00000431	THOMPSON ELECTRIC	2	0	50.00	.00	50.00
06/29/2020	Payment Monies Received	2020-00000462	RAMSIER ELECTRIC				25.00	
							25.00	
							\$50.00	
							\$0.00	
							\$611.05	
							\$0.00	
							\$611.05	
							\$0.00	
							\$611.05	

Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals

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Detail Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL						
BOND-EXCAVATION - EXCAVATION BOND						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/10/2020	Payment Monies Received	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY	1,000.00	1,000.00	1,000.00
					\$1,000.00	
EXCAVATION - EXCAVATION						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/02/2020	Payment Monies Received	2019-000000051	COR PROPERTY ENTERPRISES LLC	60.00	20.00	60.00
06/10/2020	Payment Monies Received	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		20.00	
06/22/2020	Payment Monies Received	2020-000000059	DOMINION ENERGY		20.00	
					\$60.00	
W-METR 1.5" - WATER METER 1 1/2"						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/10/2020	Payment Monies Received	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY	636.00	(221.00)	415.00
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		636.00	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		221.00	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		(221.00)	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		(221.00)	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		(636.00)	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		636.00	
					\$415.00	
W-TAP 1.5" +PRTS - WATER TAP 1 1/2" +MISC PARTS NO METER						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/10/2020	Payment Monies Received	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY	890.00	(404.00)	486.00
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		890.00	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		(890.00)	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		(404.00)	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		890.00	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		404.00	
06/16/2020	Adjustment	2020-000000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY		(404.00)	

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Detail Listing

Fee Code	Permit Type	ENGINEERING COM-ENGINEERING COMMERCIAL	Fee Type	ENGINEERING COMMERCIAL	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
WATER FEE - WATER FEE									
	Date	Transaction Type	Permit Number	Issued To	0	0	25.00	.00	25.00
	06/10/2020	Payment Monies Received	2020-00000065	HUMP & HUSTLE BREWING - FOR BOND TRACKING ONLY				Amount 25.00	
								\$25.00	
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals									
					7	10	\$2,611.00	(\$625.00)	\$1,986.00
BOND-EXCAVATION - EXCAVATION BOND									
	Date	Transaction Type	Permit Number	Issued To	0	0	2,000.00	.00	2,000.00
	06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES				Amount 1,000.00	
	06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES				1,000.00	
								\$2,000.00	
EXCAVATION - EXCAVATION									
	Date	Transaction Type	Permit Number	Issued To	0	0	340.00	.00	340.00
	06/09/2020	Payment Monies Received	2020-00000064	ALL COUNTY DRAINAGE CONTRACTORS				Amount 20.00	
	06/12/2020	Payment Monies Received	2020-00000067	HIRST CONSTRUCTION				20.00	
	06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES				20.00	
	06/18/2020	Payment Monies Received	2020-00000070	MAYES AND SONS PLUMBING CO				20.00	
	06/22/2020	Payment Monies Received	2020-00000047	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000048	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000049	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000050	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000051	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000052	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000053	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000055	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000056	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000057	DOMINION ENERGY				20.00	
	06/22/2020	Payment Monies Received	2020-00000058	DOMINION ENERGY				20.00	
	06/29/2020	Payment Monies Received	2020-00000063	DOMINION ENERGY				20.00	
	06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES				20.00	
								\$340.00	
SEWER RES - SEWER RESIDENTIAL									
	Date	Transaction Type	Permit Number	Issued To	0	0	50.00	.00	50.00
	06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES				Amount 25.00	
	06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES				25.00	
								\$50.00	

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Detail Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL						
SEWER UTILIZE - SEWER UTILIZATION						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES	2,620.00	1,310.00	2,620.00
06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES		1,310.00	
					\$2,620.00	
STORM CONNECTION - STORM SEWER CONNECTION						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES	200.00	100.00	200.00
06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES		100.00	
					\$200.00	
STORM RES PERMIT - STORM SEWER RESIDENTIAL PERMIT						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/09/2020	Payment Monies Received	2020-00000064	ALL COUNTY DRAINAGE CONTRACTORS	100.00	25.00	100.00
06/12/2020	Payment Monies Received	2020-00000067	HIRST CONSTRUCTION		25.00	
06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES		25.00	
06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES		25.00	
					\$100.00	
W-METR (3/4"W/BF - WATER METER (5/8-3/4")						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES	366.00	366.00	366.00
W-METR 1" - WATER METER 1"						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES	415.00	415.00	415.00
WATER FEE - WATER FEE						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES	75.00	75.00	75.00
06/18/2020	Payment Monies Received	2020-00000070	MAYES AND SONS PLUMBING CO		25.00	
06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES		25.00	
					\$75.00	
WATER UTILIZED - WATER UTILIZATION						
<i>Date</i>	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/17/2020	Payment Monies Received	2020-00000068	JOHN D & JONAS M SYKES	1,100.00	550.00	1,100.00
06/29/2020	Payment Monies Received	2020-00000073	WAYNE HOMES		550.00	
					\$1,100.00	
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL Totals				36	\$0.00	\$7,266.00

Permit Revenue Report

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Detail Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type EXISTING RES-EXISTING RESIDENTIAL						
1% BBS - 1% BBS						
	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/24/2020	Payment Monies Received	2020-00000434	SIMONETTA CONSTRUCTION LLC	7.83	.68	7.83
06/24/2020	Payment Monies Received	2020-00000439	DEANNA KADLOWEC		.96	
06/24/2020	Payment Monies Received	2020-00000441	NORTHEAST SECURITY AND ELECTRONIC SOLUTIONS		.50	
06/24/2020	Payment Monies Received	2020-00000443	FESEMYER CONSTRUCTION COMPANY LLC		.69	
06/29/2020	Payment Monies Received	2020-00000463	YELLOWLITE INC		.50	
					\$7.83	
1% BBS OVERRIDE - 1% BBS OVERRIDE						
	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/24/2020	Payment Monies Received	2020-00000443	FESEMYER CONSTRUCTION COMPANY LLC	.01	.01	.01
					\$0.01	
RES-BUILD ADD 1 - Residential Building Addition- Single Family						
	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/24/2020	Payment Monies Received	2020-00000434	SIMONETTA CONSTRUCTION LLC	232.30	67.60	232.30
06/24/2020	Payment Monies Received	2020-00000439	DEANNA KADLOWEC		95.50	
06/24/2020	Payment Monies Received	2020-00000443	FESEMYER CONSTRUCTION COMPANY LLC		69.20	
					\$232.30	
RES-BUILD REPAIR - Residential Building Remodel/Repair						
	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/03/2020	Payment Monies Received	2020-0000386	JONATHON & EMILY WILSON	550.00		550.00
06/03/2020	Payment Monies Received	2020-0000387	KLASSIC CUSTOM DECKS		50.00	
06/11/2020	Payment Monies Received	2020-0000279	GARLESKY GARY J & TERRY L (TRUSTEES)		50.00	
06/12/2020	Payment Monies Received	2020-0000406	YUSEF HUSSEINI		50.00	
06/12/2020	Payment Monies Received	2020-0000394	BATTAGLIA CONSTRUCTION		100.00	
06/16/2020	Payment Monies Received	2020-0000408	AL BROWN CONSTRUCTION		50.00	
06/17/2020	Payment Monies Received	2020-0000421	GROUNDWORKS OHIO LLC		50.00	
06/24/2020	Payment Monies Received	2020-0000425	BENJAMIN & MORGAN TIPTON		50.00	
06/29/2020	Payment Monies Received	2020-0000441	NORTHEAST SECURITY AND ELECTRONIC SOLUTIONS		50.00	
06/29/2020	Payment Monies Received	2020-0000463	YELLOWLITE INC		50.00	
					\$550.00	
					\$0.00	
				\$790.14		\$790.14
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals						
3% BBS - 3% BBS						
	<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/16/2020	Payment Monies Received	2020-00000126	LENNOX NATIONAL ACCOUNT SERVICES LLC	3.00	.00	3.00
					\$3.00	

Permit Revenue Report

Payment Date Range 06/01/20 - 06/29/20

Detail Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type HVAC COMM-HVAC COMMERCIAL						
COM-HVAC REPLACE - Commercial HVAC Replacement	Transaction Type	Permit Number	Issued To	Amount	Amount	Amount
06/16/2020	Payment Monies Received	2020-00000126	LENNOX NATIONAL ACCOUNT SERVICES LLC	100.00	100.00	100.00
						\$100.00
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION						
06/16/2020	Payment Monies Received	2020-00000126	LENNOX NATIONAL ACCOUNT SERVICES LLC	100.00	100.00	100.00
						\$100.00
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews						
06/16/2020	Payment Monies Received	2020-00000126	LENNOX NATIONAL ACCOUNT SERVICES LLC	150.00	150.00	150.00
06/16/2020	Payment Monies Received	2020-00000126	LENNOX NATIONAL ACCOUNT SERVICES LLC	37.50	37.50	37.50
06/16/2020	Payment Monies Received	2020-00000126	LENNOX NATIONAL ACCOUNT SERVICES LLC	75.00	75.00	75.00
						\$262.50
Permit Type HVAC COMM-HVAC COMMERCIAL Totals						
1% BBS - 1% BBS		6	0	\$465.50	\$0.00	\$465.50
Permit Type HVAC RES-HVAC RESIDENTIAL						
06/04/2020	Payment Monies Received	2020-00000389	BROADVIEW HEATING & AIR CONDITIONING, INC.	5.20	5.20	5.20
06/08/2020	Payment Monies Received	2020-00000398	BLIND & SONS	.35	.35	.35
06/12/2020	Payment Monies Received	2020-00000409	BRANDON HEATING & AIR CONDITIONING	.35	.35	.35
06/16/2020	Payment Monies Received	2020-00000410	BRANDON HEATING & AIR CONDITIONING	.35	.35	.35
06/17/2020	Payment Monies Received	2020-00000420	A NEW IMAGE HEATING & COOLING INC.	1.00	1.00	1.00
06/17/2020	Payment Monies Received	2020-00000423	APOLLO HEATING & COOLING	.35	.35	.35
06/25/2020	Payment Monies Received	2020-00000424	APOLLO HEATING & COOLING	.35	.35	.35
06/26/2020	Payment Monies Received	2020-00000445	APOLLO HEATING & COOLING	.35	.35	.35
06/26/2020	Payment Monies Received	2020-00000454	BRANDON HEATING & AIR CONDITIONING	.35	.35	.35
06/26/2020	Payment Monies Received	2020-00000457	APOLLO HEATING & COOLING	.35	.35	.35
06/26/2020	Payment Monies Received	2020-00000458	APOLLO HEATING & COOLING	.35	.35	.35
06/26/2020	Payment Monies Received	2020-00000459	APOLLO HEATING & COOLING	.35	.35	.35
06/29/2020	Payment Monies Received	2020-00000465	BLIND & SONS	.35	.35	.35
						\$5.20
RES-HVAC NEW - Residential HVAC New						
06/16/2020	Payment Monies Received	2020-00000420	A NEW IMAGE HEATING & COOLING INC.	100.00	100.00	100.00
						\$100.00

Permit Revenue Report

Payment Date Range 06/01/20 - 06/29/20

Detail Listing

Fee Code	Permit Type	Fee Type	Transaction	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
RES-HVAC RES-HVAC RESIDENTIAL								
RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement								
06/04/2020		Transaction Type	Permit Number	12	0	420.00	.00	420.00
		Payment Monies Received	2020-00000389	Issued To			Amount	
				BROADVIEW HEATING & AIR CONDITIONING, INC.			35.00	
				BLIND & SONS			35.00	
				BRANDON HEATING & AIR CONDITIONING			35.00	
				BRANDON HEATING & AIR CONDITIONING			35.00	
				APOLLO HEATING & COOLING			35.00	
				APOLLO HEATING & COOLING			35.00	
				APOLLO HEATING & COOLING			35.00	
				BRANDON HEATING & AIR CONDITIONING			35.00	
				APOLLO HEATING & COOLING			35.00	
				APOLLO HEATING & COOLING			35.00	
				APOLLO HEATING & COOLING			35.00	
				BLIND & SONS			35.00	
							\$420.00	
Permit Type HVAC RES-HVAC RESIDENTIAL Totals								
				26	0	\$525.20	\$0.00	\$525.20
1% BBS - 1% BBS								
06/17/2020		Transaction Type	Permit Number	2	0	9.07	.00	9.07
		Payment Monies Received	2020-00000396	Issued To			Amount	
				STEWART BUILDING CO INC			4.36	
				WAYNE HOMES			4.71	
							\$9.07	
Permit Type NEW RES-NEW RESIDENTIAL								
06/17/2020		Transaction Type	Permit Number	2	0	1,080.00	.00	1,080.00
		Payment Monies Received	2020-00000396	Issued To			Amount	
				STEWART BUILDING CO INC			540.00	
				WAYNE HOMES			540.00	
							\$1,080.00	
Permit Type PARKS & REC								
06/17/2020		Transaction Type	Permit Number	2	0	906.95	.00	906.95
		Payment Monies Received	2020-00000391	Issued To			Amount	
				STEWART BUILDING CO INC			436.20	
				WAYNE HOMES			470.75	
							\$906.95	
Permit Type NEW RES-NEW RESIDENTIAL Totals								
				6	0	\$1,996.02	\$0.00	\$1,996.02

Permit Revenue Report

Payment Date Range 06/01/20 - 06/29/20

Detail Listing

Fee Code	Permit Type	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
3% BBS - 3% BBS							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/09/2020		Payment Monies Received	2020-00000399	FIVE STAR MECHANICAL LLC	32.40	4.20	32.40
06/09/2020		Payment Monies Received	2020-00000400	FIVE STAR MECHANICAL LLC		4.20	
06/18/2020		Payment Monies Received	2020-00000426	AXIS PLUMBING INC		6.00	
06/18/2020		Payment Monies Received	2020-00000427	AXIS PLUMBING INC		6.00	
06/18/2020		Payment Monies Received	2020-00000429	AXIS PLUMBING INC		6.00	
06/18/2020		Payment Monies Received	2020-00000430	AXIS PLUMBING INC		6.00	
						\$32.40	
3% BBS OVERRIDE - 3% BBS OVERRIDE							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/09/2020		Payment Monies Received	2020-00000399	FIVE STAR MECHANICAL LLC	.02	.01	.02
06/09/2020		Payment Monies Received	2020-00000400	FIVE STAR MECHANICAL LLC		.01	
						\$0.02	
COM-PLUMB REPAIR - Commercial Plumbing Repair/Remodel							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/09/2020		Payment Monies Received	2020-00000399	FIVE STAR MECHANICAL LLC	280.30	140.15	280.30
06/09/2020		Payment Monies Received	2020-00000400	FIVE STAR MECHANICAL LLC		140.15	
						\$280.30	
CRES-PLUMB RPAIR - Commercial Residential Plumbing Repair/Remodel							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/18/2020		Payment Monies Received	2020-00000426	AXIS PLUMBING INC	800.00	200.00	800.00
06/18/2020		Payment Monies Received	2020-00000427	AXIS PLUMBING INC		200.00	
06/18/2020		Payment Monies Received	2020-00000429	AXIS PLUMBING INC		200.00	
06/18/2020		Payment Monies Received	2020-00000430	AXIS PLUMBING INC		200.00	
						\$800.00	
Permit Type PLUMB COMM-PLUMBING COMMERCIAL Totals					\$1,112.72	\$0.00	\$1,112.72
1% BBS - 1% BBS							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/16/2020		Payment Monies Received	2020-00000417	ALL COUNTY DRAINAGE CONTRACTORS	2.55	.35	2.55
06/16/2020		Payment Monies Received	2020-00000418	HERITAGE PLUMBING & DRAIN		.50	
06/16/2020		Payment Monies Received	2020-00000419	HERITAGE PLUMBING & DRAIN		.50	
06/18/2020		Payment Monies Received	2020-00000428	PETER & JAMIE SHARP		.35	
06/25/2020		Payment Monies Received	2020-00000448	KLINE & KAVALLI		.50	
06/25/2020		Payment Monies Received	2020-00000449	KLINE & KAVALLI		.35	
						\$2.55	

Permit Revenue Report

Payment Date Range 06/01/20 - 06/29/20

Detail Listing

Fee Code	Permit Type	Fee Type	Transaction Type	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
PLUMB RES-PLUMBING RESIDENTIAL									
RES-PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement					3	0	105.00	.00	105.00
			<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
			Payment Monies Received	2020-00000417	ALL COUNTY DRAINAGE CONTRACTORS			35.00	
			Payment Monies Received	2020-00000428	PETER & JAMIE SHARP			35.00	
			Payment Monies Received	2020-00000449	KLINE & KAVALI			35.00	
								\$105.00	
RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel									
			<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
			Payment Monies Received	2020-00000418	HERITAGE PLUMBING & DRAIN			50.00	
			Payment Monies Received	2020-00000419	HERITAGE PLUMBING & DRAIN			50.00	
			Payment Monies Received	2020-00000448	KLINE & KAVALI			50.00	
								\$150.00	
PLUMB RES-PLUMBING RESIDENTIAL Totals									
					12	0	\$257.55	\$0.00	\$257.55
COM-SIGN/AWN/CAN - Commercial Signs Awnings Canopies									
			<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
			Payment Monies Received	2020-00000460	KHAN SIGNS & AWNINGS			50.00	
								\$50.00	
COM-ZONING PSIGN - Commercial Zoning Permanent Signs									
			<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
			Payment Monies Received	2020-00000460	KHAN SIGNS & AWNINGS			50.00	
								\$50.00	
COM-ZONING PSIGN - Commercial Zoning Permanent Signs Totals									
					1	0	50.00	.00	50.00
MIN SUB PLAT - MINOR SUBDIVISION PLAT									
			<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
			Payment Monies Received	2020-00000069	DEANNA KADLOWEC			25.00	
			Payment Monies Received	2020-00000076	DEREK & SARA WHITTED			25.00	
								\$50.00	
MIN SUB PLAT - MINOR SUBDIVISION PLAT Totals									
					2	0	\$100.00	\$0.00	\$100.00
RES-ZONING - Residential Zoning Fence Pool Etc									
			<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
			Payment Monies Received	2020-00000411	JASON & ALEXANDRIA CHICATELLI			25.00	
			Payment Monies Received	2020-00000412	BRENDA LEE			25.00	
			Payment Monies Received	2020-00000415	INDEPENDENCE INC			25.00	
			Payment Monies Received	2020-00000416	JASON & ANNA ZEHNER			25.00	
			Payment Monies Received	2020-00000432	ROBERT A & CANDACE L RUTKUS			25.00	
								\$300.00	
RES-ZONING - Residential Zoning Fence Pool Etc Totals									
					12	0	300.00	.00	300.00
ZONING-ZONING									
			<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>			<i>Amount</i>	
			Payment Monies Received	2020-00000411	JASON & ALEXANDRIA CHICATELLI			25.00	
			Payment Monies Received	2020-00000412	BRENDA LEE			25.00	
			Payment Monies Received	2020-00000415	INDEPENDENCE INC			25.00	
			Payment Monies Received	2020-00000416	JASON & ANNA ZEHNER			25.00	
			Payment Monies Received	2020-00000432	ROBERT A & CANDACE L RUTKUS			25.00	
								\$300.00	
ZONING-ZONING Totals									
					2	0	\$50.00	\$0.00	\$50.00

Permit Revenue Report

Payment Date Range 06/01/20 - 06/29/20

Detail Listing

Fee Code	Permit Type	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
RES-ZONING - Residential Zoning Fence Pool Etc							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/19/2020		Payment Monies Received	2020-00000433	JOSHUA M OLDHAM	300.00	25.00	300.00
06/23/2020		Payment Monies Received	2020-00000438	BRYANT & GARRETT LAVIGNA		25.00	
06/26/2020		Payment Monies Received	2020-00000452	DAVID R & JAN C BAIRD		25.00	
06/26/2020		Payment Monies Received	2020-00000455	RAYMOND JOSEPH & ANN MELCHIORI		25.00	
06/26/2020		Payment Monies Received	2020-00000456	CORY LASH		25.00	
06/29/2020		Payment Monies Received	2020-00000461	MICHAEL AND SUSAN STABILLA		25.00	
06/29/2020		Payment Monies Received	2020-00000466	R & T FENCE CO.		25.00	
						\$300.00	
RES-ZONING ADD - Residential Zoning Addition							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/03/2020		Payment Monies Received	2020-00000388	KLASSIC CUSTOM DECKS	150.00	25.00	150.00
06/12/2020		Payment Monies Received	2020-00000395	BATTAGLIA CONSTRUCTION		50.00	
06/24/2020		Payment Monies Received	2020-00000435	SIMONETTA CONSTRUCTION LLC		25.00	
06/24/2020		Payment Monies Received	2020-00000440	DEANNA KADLOWEC		25.00	
06/24/2020		Payment Monies Received	2020-00000444	FESEMYER CONSTRUCTION COMPANY LLC		25.00	
						\$150.00	
RES-ZONING NEW - Residential Zoning New							
		<i>Transaction Type</i>	<i>Permit Number</i>	<i>Issued To</i>		<i>Amount</i>	
06/17/2020		Payment Monies Received	2020-00000397	STEWART BUILDING CO INC	150.00	75.00	150.00
06/29/2020		Payment Monies Received	2020-00000392	WAYNE HOMES		75.00	
						\$150.00	
Permit Type ZONING-ZONING Totals					19	\$600.00	\$600.00
Grand Totals					218	\$20,038.36	\$19,413.36
					0	\$0.00	\$0.00
					10	(\$625.00)	(\$625.00)

Case by Inspector Report

Date Type: Open Date

From Date: 06/01/2020 - To Date: 06/29/2020

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	Location
Inspector: Paul Bauer								
TRASH-DEBRIS	2020-00000467	Active	move out dump on tree lawn	06/08/2020		29	Paul J. Bauer	830 MAE ST KENT, OH 44240
TRASH-DEBRIS	2020-00000493	Active	tires, Dish and mast in tree lawn	06/15/2020		22	Paul J. Bauer	1237 OVERBROOK DR KENT, OH 44240
VEGETATION	2020-00000502	Active	tall grass	06/19/2020		18	Paul J. Bauer	820 RANDALL DR KENT, OH 44240
VEGETATION	2020-00000503	Active	tall grass	06/19/2020		18	Paul J. Bauer	731 CUYAHOGA ST KENT, OH 44240
ENGINEERING SITE	2020-00000528	Active	point discharge on to neighbor's property	06/26/2020		11	Bret Roberts	123 BRADY ST KENT, OH 44240
PROPERTY MAINTENANCE	2020-00000529	Active	bathroom leak, mold	06/26/2020		11	Jim Bamhart	1600 ATHENA DR KENT, OH 44240
Paul Bauer Totals: 6 Case(s)								
Inspector: Eric Helmstedler								
TRASH-DEBRIS	2020-00000443	Active	Trash on tree lawn, no trash service since 2015	06/02/2020		35	Eric C. Helmstedler	313 W ELM ST KENT, OH 44240
BUILDING CODE	2020-00000486	Active	New electric meter & service drop w/o permit	06/11/2020		26	Eric C. Helmstedler	245 CHERRY ST KENT, OH 44240
VEGETATION	2020-00000487	Active	Grass	06/11/2020		26	Eric C. Helmstedler	931 FRANKLIN AVE KENT, OH 44240
TRASH-DEBRIS	2020-00000496	Active	Mattresses and furniture on tree lawn	06/17/2020		20	Eric C. Helmstedler	503 CHERRY ST KENT, OH 44240
PROPERTY MAINTENANCE	2020-00000498	Active	Point discharge	06/18/2020		19	Eric C. Helmstedler	341 N WATER ST KENT, OH 44240
PROPERTY MAINTENANCE	2020-00000505	Active	Broken window 2nd floor south side	06/19/2020		18	Eric C. Helmstedler	124 SHERMAN ST KENT, OH 44240

Case by Inspector Report

Date Type: Open Date

From Date: 06/01/2020 - To Date: 06/29/2020

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	Location
	BUILDING CODE 2020-00000509	Active	Failure to submit rental app, payment or schedule inspection	06/23/2020		14	Eric C. Helmstedler	324 HIGH ST KENT, OH 44240
	BUILDING CODE 2020-00000510	Active	Failure to submit rental app, payment or schedule inspection	06/23/2020		14	Eric C. Helmstedler	431 WOLCOTT AVE KENT, OH 44240
	BUILDING CODE 2020-00000512	Active	Failure to submit rental app, payment or schedule inspection	06/23/2020		14	Eric C. Helmstedler	390 LOUISE ST KENT, OH 44240
	BUILDING CODE 2020-00000515	Active	Failure to submit rental app, payment or schedule inspection	06/22/2020		15	Eric C. Helmstedler	147 LAKE ST KENT, OH 44240
	BUILDING CODE 2020-00000518	Active	Failure to submit rental app, payment or schedule inspection	06/22/2020		15	Eric C. Helmstedler	528 N WILLLOW ST KENT, OH 44240
	BUILDING CODE 2020-00000519	Active	Failure to submit rental app, payment or schedule inspection	06/22/2020		15	Eric C. Helmstedler	1188 MUNKROE FALLS RD KENT, OH 44240
	BUILDING CODE 2020-00000520	Active	Failure to submit rental app, payment or schedule inspection	06/22/2020		15	Eric C. Helmstedler	819 MAE ST KENT, OH 44240
	BUILDING CODE 2020-00000521	Active	Failure to submit rental app, payment or schedule inspection	06/22/2020		15	Eric C. Helmstedler	830 MAE ST KENT, OH 44240
	BUILDING CODE 2020-00000525	Active	Deck & Fence w/o permit	06/24/2020		13	Eric C. Helmstedler	411 E SCHOOL ST KENT, OH 44240
	BUILDING CODE 2020-00000526	Active	Deck w/o permit	06/24/2020		13	Eric C. Helmstedler	1614 MORRIS RD KENT, OH 44240

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Case by Inspector Report

Date Type: Open Date

From Date: 06/01/2020 - To Date: 06/29/2020

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	Location
VEGETATION	2020-00000532	Active	Grass	06/29/2020		8	Eric C. Helmstedter	DR KENT, OH 44240
VEGETATION	2020-00000533	Active	Grass	06/29/2020		8	Eric C. Helmstedter	193 CURRIE HALL PKWY KENT, OH 44240
Eric Helmstedter Totals:						18 Case(s)		
Inspector:		Robert Nitzsche						
BUILDING CODE	2020-00000456	Active	porches built w/o permit	06/04/2020		33	Paul J. Bauer	121 GRAIN AVE KENT, OH 44240
Robert Nitzsche Totals:						1 Case(s)		
Grand Totals :						25 Case(s)		



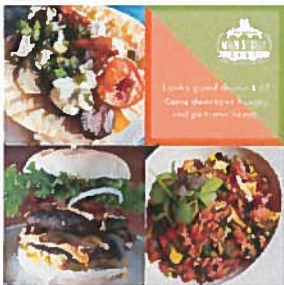
2020/Q2 Progress Report

Marketing Committee - The Main Street Kent marketing committee promotes downtown Kent's shops, restaurants, bars, nightlife, arts, culture, outdoor recreation, events, public art, unique character and more. Main Street Kent hosts year round events, drawing people from the immediate area and from afar. This committee "spreads the word" about what Kent has to offer, promoting the businesses and features of downtown Kent through a variety of media.

Committee members include: Mike Beder, downtown business owner; Roger Hoover, Rust Creative owner/creative director; Cheryl Ann Lambert, Kent State University School of Journalism and Mass Communication assistant professor; Michelle Sahr, downtown business owner; Heather Malarcik and Lesley Sickle, Main Street Kent staff.

Marketing Plan - The MSK marketing plan guides our efforts to increase attendance and profitability of events, strategically market the downtown Kent experience to specific audiences, increase activity on our [website](#) and social media through quality content and [blogging](#), communicate with our fans/followers/event attendees, and more. Due to COVID-19, our plans have shifted to accommodate the challenges and new direction of our businesses. One of our main goals is to help promote modified business models and safety precautions put in place to ensure the well-being of our community. We're also streamlining our marketing to a very local focus, highlighting the importance of "locals supporting local" during this time.

Kent State Student Media - A portion of our marketing messaging is geared toward students, faculty and staff at Kent State. This includes paid tweets on Twitter, digital ads on www.kentwired.com, print advertising in a variety of publications, and utilizing their "street team" to disseminate events information on campus, when applicable.



Social Media/Email Marketing - We market the assets of downtown Kent daily via social media, strengthening the Main Street Kent presence on Twitter, Instagram, and Facebook. We also send an e-blast to our **3,926 Constant Contact** subscribers twice per month, highlighting upcoming events, business of the week, and a volunteer spotlight. Followers: [Facebook](#) - 15,624, Rating: 4.8/5; [Twitter](#) - 3,209; [Instagram](#) - 4,793

Social media ads and "boosts" are placed on a monthly basis, depending on the scheduled marketing theme. Other content is delivered on a daily basis covering events, business specials, art features, new businesses/expansions, volunteers, beautification efforts, and more.

Women in Business - During March, our focus was Kent's Women in Business - specifically supporters of Main Street Kent. This included a dedicated [landing page](#) on our website, and social media posts to showcase many of Kent's amazing women-run businesses.





91.3 FM The Summit - Main Street Kent messaging on this public radio station focuses on things like the lively downtown scene, arts, events, and more. Ads are customized to highlight the many assets and activities Kent has to offer, attracting people from OH and western PA.

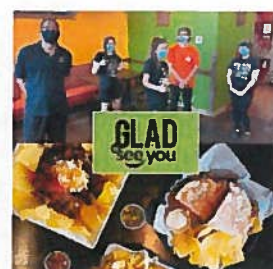
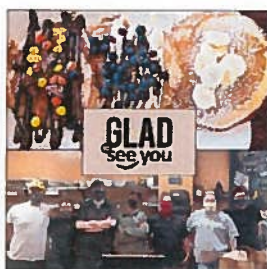
Kent Rainbow Weekend - What started as a bar crawl turned out to be an entire weekend of entertainment, arts, and education – in celebration of the LGBTQ+ community. On March 6 and 7, the entertainment lineup consisted of a comedy show, storytelling, drag shows, open mic, live music, art exhibits, drag karaoke, community art projects, and more. Banners adorned the W. Main St. bridge and a downtown crosswalk was temporarily painted in rainbow stripes in celebration of this first time event. A portion of bar crawl proceeds benefited Kent State's LGBTQ+ Center Emergency Fund. The event turnout was fantastic, and Kent was widely recognized for being the inclusive and loving community it is! Sponsored by ABSOLUT, Hall-Green Agency, and NOPEC.



Kent Up Close - Once our businesses were closed down due to COVID-19, we knew it would be important to help communicate changes and new ways of doing business to the public – including how we could all continue to support them. These videos include personal interviews with business owners as they navigate this difficult time, and reimagine ways of doing business. These are our friends and the character of our city, and we're doing everything we can to help! www.mainstreetkent.org/kent-up-close/up-close-with-businesses/

Support Our Locals - This new page on the MSK website highlights ways to support downtown businesses, special shopping hours for high-risk customers, and more. With things changing so rapidly over the past few months, it has been important to keep the community informed about curbside pickup, delivery, online ordering, and other innovative ways our businesses are working to stay afloat.

Glad to See You - We developed a series of info-graphics for use on social media, featuring businesses that are taking serious precautions to protect their staff and the public. It's important for the community to see first-hand that their health and safety are top priority.



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

Committee members include: Alex Catanese, Each + Every design director; Kelly Dietrick, Troppus Projects owner/artist; Annie Flaherty, Envisage Group vice president of technology service; Doug Fuller, retired architect/preservationist; Tom Hatch, Focus Curriculum president; Larrie King, Glyphix Studio/KSU assistant professor; Jen Mapes, KSU Department of Geography assistant professor; Elaine Mattern, The Davey Tree Expert Company brand manager; Allan Orashan, Century 21 realtor; Harrison Wicks, assistant to Kent City Manager

Spring Tulips - Volunteers planted 1,000 tulip bulbs in four flowerbeds surrounding Hometown Bank Plaza, which added a splash of spring color, and filled the gap before the flowerbeds got planted in May. Gorgeous!

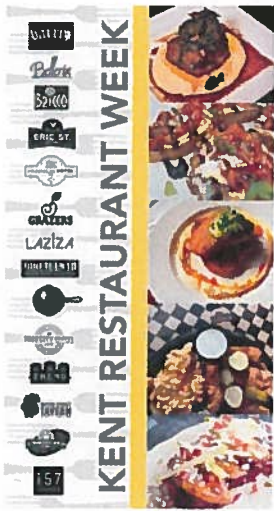
Adopt-A-Spot - The 2020 Adopt-A-Spot flowerbeds are in full bloom! We launched a GoFundMe campaign to raise money to help pay for the flowers rather than asking our small business sponsors for support this year. The response from the community was fantastic, and we still received support from our larger businesses/organizations, resulting in a beautifully planted downtown district. Though we had to forgo the hanging baskets this year, we’re grateful for the brightness and cheer these plantings bring, as we work to make our outdoor areas attractive and inviting.



Dan Smith Community Park Summer Clean Up - MSK has coordinated a schedule of volunteers to clean up the park this summer, seven days a week. These community members, ranging from scouts and a high school student to a local retiree, take a little bit of time each day to clean up litter, report any issues, and tidy up the park, an important asset to our downtown.

Business Enhancement Committee - MSK board member Josh Rider leads this committee, with a focus on driving traffic through the doors of older business as well as newer ones. The committee searches out opportunities for the businesses to work together on events, promotions, and other collaborative efforts.

Committee members include: Mike Beder, downtown business owner; Sage Culley, project manager at The Davey Tree Expert Company; Tim Dean, director of operations at College Town Kent; Mike Finley, Hall-Green Agency owner; Todd Kamenash, KSU assistant dean of students; Patrick Madonio, Brimfield Insurance owner; Jessica Ryan, Handcrafted owner and Michelle Sahr, downtown business owner.



Restaurant Week - For one week in January, many downtown restaurants participated by offering special, price-fixed menus for guests to enjoy. By offering a set price for a combination of menu items, guests are able to try a few different things at a discounted price. During a typically slower time for restaurants, this promotion helps draw interest to our local eateries, enticing people to try new places and make new "favorites."



Chocolate Walk - Feb. 8, 2020. Two hundred fifty tickets were sold to this event, where business owners met many new customers and had a busy day. The Kent State Hotel & Conference Center donated an overnight stay and dinner for two as a raffle prize package in which all attendees were entered to win. Guests came from cities all around for this event where people love getting out of the house to enjoy an adventure in downtown Kent - right before Valentine's Day.

KSU & the City of Kent: Better Together - Board members Todd Kamenash and Josh Rider were joined by Executive Director Heather Malarcik in presenting information to Kent State employees about opportunities to get involved with Main Street Kent. Including volunteering, shopping locally, and other ways of supporting the organization and the city, first-hand experience was shared with viewers in this interactive webinar. We hope to continue this collaboration with Kent State's Human Resources Department.

MSK BINGO - In an effort to encourage people to continue supporting downtown businesses during this time, we created two versions of a BINGO card, and had gift card drawings from those submitted with five across, horizontally or diagonally. Each square listed a carry-out option, online ordering opportunity, or outdoor activity, to help people think outside their norm in spending and doing, thus helping our businesses!



DORA - This committee worked with Kent city staff to develop a Designated Outdoor Refreshment Area proposal for downtown Kent. This concept had been discussed in prior months, then was approached with urgency given the limited seating/serving capacities of our bars and restaurants due to COVID-19. Giving community members the opportunity to enjoy an alcoholic beverage outdoors, rather than in the confines of an establishment, and creating an opportunity for a boost in sales for these bars and restaurants is anticipated to be a win-win. City Council has approved the program and will review it after three months to determine its effectiveness and address any issues that may arise.



Heritage Ohio Grants - Each accredited Main Street community in Ohio had the opportunity to apply for \$20,000 in grant funds through Heritage Ohio this year. With the streetscape/traffic/parking improvements scheduled for N. Water St./The Mill District, our team developed a complementary proposal to support some of the businesses in that area, in an effort to help spur and support private investment. This matching grant will allow each of four business owners a \$5,000 reimbursement for their investment aimed at creating jobs and enhancing their buildings! Improvements will include things like added outdoor seating/decking, facade work, awnings, signage enhancements, and new windows.

Operations Committee - Our Executive Team is focused on the overall sustainability of our organization, including succession planning for our Board of Directors and committee leaders, board development, and fundraising.

- **President** - Eric Decker, Portage Community Bank
- **Vice President** - Maggie McKendry, Kent State University Athletics
- **Treasurer** - Mike Lewis, Hometown Bank
- **Secretary** - Dominique Bollenbacher, Habitat for Humanity of Portage County
- **Past President** - Regan Gettens, Fairmount Properties

Board of Directors - Dylan Ball, Competitive Interiors; Sage Culley, The Davey Tree Expert Company; Todd Kamenash, Kent State University; Julie Kenworthy, Kent Historical Society; Josh Rider, KSU Center for Adult and Veteran Services; Robin Spano, retired school librarian; and Tom Wilke, City of Kent.

Board of Governors - Mike Beder, Tree City Coffee, Water Street Tavern, Franklin Hotel Bar & Venice Café; Mike Finley, Hall-Green Agency



Friends of Main Street Kent - The Friends of MSK program continues to grow, garnering support from an increasing number of stakeholders. We rely on our downtown businesses and community members to support our organization so we can continue our great work in downtown Kent. For a full list of "friends," visit our website: <http://www.mainstreetkent.org/about/our-supporters/>

Volunteers - Volunteers are the driving force behind Main Street Kent. We're always recruiting new people to help us work toward our mission. This includes our Board of Directors, committee members, volunteer gardeners, event support, and all of the great people who dedicate their valuable time to MSK projects. So far in 2020, volunteers have given 699 hours of time and expertise to Main Street Kent. The national average value for one volunteer hour is \$25.43, so that's a total of \$17,775.57 in time donated to MSK during the first half of the year!



We appreciate the ongoing support of the City of Kent! We look forward to continuing our partnership with the many organizations (<http://www.mainstreetkent.org/our-supporters>) that help us continue our mission: ***Making downtown Kent a fun, vibrant and thriving place!***

Main Street Kent

PROFIT AND LOSS

January - June, 2020

	TOTAL
Income	
4030 Corporate Sponsors & Foundations	
4031 Board Member Donations	594.60
4040 Friend of Main Street Kent	5,758.57
4048 Legacy Partners (10k+)	6,700.00
4049 Extraordinary Partner	500.00
Total 4030 Corporate Sponsors & Foundations	13,553.17
4101 Grants	29,800.00
4200 City Contribution & Adopt a Spot (Non-Eligible)	
4260 AdoptASpot Sponsorships	5,686.47
4280 City of Kent - contract	35,000.00
4295 Misc. Income	201.04
Total 4200 City Contribution & Adopt a Spot (Non-Eligible)	40,887.51
Total Income	\$84,240.68
GROSS PROFIT	
	\$84,240.68
Expenses	
6310 Computer / Phone / Cell Phone	3,236.00
6320 Copiers & Printing	450.00
6400 Downtown Beautification Expenses	
6420 Adopt-A-Spot Expenses	6,501.99
6450 Graffiti Cleaning Supplies	27.34
Total 6400 Downtown Beautification Expenses	6,529.33
6550 Dues & Subscriptions	4,048.52
6820 Marketing & Advertising Expenses	13,291.79
6870 Insurance - nonemployee	1,899.00
6875 Meetings & Conferences	350.98
6900 Office Supplies	403.09
6910 Postage	55.00
6920 Prof. Svcs & Accounting Fees	450.48
6930 Rent	3,600.00
6950 Payroll - Wages	65,774.20
American Funds	1,898.40
Total Expenses	\$101,986.79
NET OPERATING INCOME	\$ -17,746.11
Other Income	
4065 Fundraising Events	
4310 Art & Wine Festival	4,560.35
4320 Potterfest	6,731.85
4330 Oktoberfest	1,000.00
4340 Chocolate Walk	7,147.04

Main Street Kent

PROFIT AND LOSS

January - June, 2020

	TOTAL
4360 Seven Courses	500.00
4380 Progressive events	-988.74
4410 International Festival	500.00
Total 4065 Fundraising Events	19,450.50
4398 Rainbow Weekend Expenses	-8,241.32
4420 Ugly Sweater Fundraiser	85.00
Other Income	
4390 Rainbow Weekend	11,766.90
Total Other Income	11,766.90
Total Other Income	\$23,061.08
NET OTHER INCOME	\$23,061.08
NET INCOME	\$5,314.97