



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: December 21, 2015
TO: Dave Ruller, City Manager
FROM: Bridget Susel, Community Development Director *BDS*
RE: Proposed Amendments to 501.13: Civil Offenses

The Community Development Department staff conducted an evaluation of Section 501.13, "Civil Offenses," and identified several proposed revisions to the text that will not change the intent of the Section, but will correct and clarify the following:

- Clearly specify the fines due by grouping them together in one subsection;
- Identify the City's ability to collect additional money for cases referred to collections;
- Correct stylistic and formatting errors;
- Delineate the procedures the City must follow for most civil offenses;
- Identify which fines are eligible to be reduced;
- Increase fines for repeat civil offenses at the same property;
- Eliminate the interpretation that the fines only apply to snow and ice removal violations.

I am respectfully requesting time at the January 6, 2016 Committee session to discuss the proposed changes in greater detail and to request, with emergency, Council authorization to amend Section 501.13 as identified on the attached document.

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

Thank you.

Cc: Jim Silver, Law Director
Eric Fink, Assistant Law Director
Linda Jordan, Clerk of Council
Paul Bauer, Code Enforcement Officer

Section 501.13

(a) **Civil Offenses.** A ~~person~~ **property owner** who violates a standard of conduct set forth in a section or chapter of the Kent Codified Ordinances listed ~~below~~ **in Section 501.13(b)** is liable for the civil **offense** fine specified ~~below~~ in Section 501.13(n).

Neither the City of Kent, the State of Ohio, the United States Government, ~~or~~ **nor** any other political subdivision is liable for a civil fine imposed pursuant to this Chapter.

(b) ~~Civil Offenses~~ **Qualifying Civil Offenses.** A ~~person~~ **property owner** who violates a standard of conduct set forth in Sections ~~521.16; 521.13; 521.14;~~ **521.15; 521.16;** any part of Chapter 551; any Section of Chapter 11 of the City of Kent Zoning and Planning Code; **any Section of Chapter 13 of the City of Kent Building Code;** and/or any **Section of Chapter 14 of the City of Kent Property Maintenance, Housing and Enforcement Code** part of Chapters 1401 through 1412, the Property Maintenance Code, of the Kent Codified Ordinances **shall be considered an offending property owner and** is liable for the civil offenses specified in Section 501.13(n). ~~The otherwise applicable civil fine is reduced by fifty percent (50%) if the person charged shows in accordance with Section 501.13(c) and (d) that the violation has been corrected within twenty four (24) hours of the notice being posted.~~ (Ord. No. 2010-14. Passed 1-20-10).

(c) **Procedures for violations of Section 521.13; any Section of Chapter 11 of the City of Kent Zoning and Planning Code; any Section of Chapter 13 of the City of Kent Building Code; and/or any Section of Chapter 14 of the City of Kent Property Maintenance, Housing and Enforcement Code except Section 1414.**
Notice of Civil Offense and Civil Fine; and Procedures.

~~(1) A City officer or employee charged with the enforcement of the Kent Codified Ordinances may issue a notice of civil offense and civil fine to a person found to have committed a civil offense.~~

- ~~(2) A notice of a civil offense and civil fine must advise the person served:~~
- ~~A. The name or description of the violation Unless a written answer is filed or the civil fine paid within ten (10) days form the date of the notice, fine will double;~~
 - ~~B. That a hearing will be held if requested; Unless a written answer is filed or the civil fine paid within ten (10) days form the date of the notice, fine will double;~~
 - ~~C. that failure to appear at a requested hearing will be considered an admission of the civil offense;~~
 - ~~D. That all available collection remedies and costs of collection will be pursued in the event the civil fine and delinquent charges are not paid;~~
 - ~~E. That the civil fine otherwise due may be reduced if the notice is for an offense that is subject to reduction if the offense is corrected.~~

~~(3)~~ (1) Unless otherwise exempted by Section 501, prior to issuing a civil offense, the City officer or employee charged with enforcement of the Kent Codified Ordinances who observes a violation of Section 521.13; any Section of Chapter 11 of the City of Kent Zoning and Planning Code; and/or any Section of Chapter 14 of the City of Kent Property Maintenance, Housing and Enforcement Code except Section 1414 shall provide the offending property owner with a warning. ~~civil offense shall proceed in accordance with the following:~~

(a) A City officer or employee charged with the enforcement of the Kent Codified Ordinances who observes a violation shall document the violation in writing and shall provide a warning to the offender, offending property owner, or offending property owner's agent with the following information:

1. The name of the violation or a description of the violation; and
2. A deadline for abatement of the violation.

~~(b) A City officer or employee charged with the enforcement of the Kent Codified Ordinances must identify the offender and contact the offender by: The warning described in 501.13(c)(1)(a) shall be served upon the offender, offending property owner, or offending property owner's agent by:~~

1. ~~Entering onto the property and issuing~~ Issuing a verbal notification in person or by telephone; or
- ~~2. Obtaining the telephone number of the location where the offense is observed and providing notice of the offense to the offender property owner or agent by telephone, if available; or~~
3. 2. An officer shall issue Issuing a written and posting said written warning at a conspicuous location on the property; or stating the time when the property will undergo a final investigation for violations;

~~a. The offender property owner shall have a reasonable time after being contacted by a City officer to comply with the applicable ordinances. Contact by a City officer and discussion of the offense as outlined in Section 501.13(c)(2) will serve as notice to the offender to comply with the applicable ordinances.~~

3. Issuing by First Class U.S. Mail a written warning to the listed owner of the offending property at the tax address listed on the Portage County Auditor's website.

~~(c) A City officer or employee charged with the enforcement of the Kent City Ordinances shall conduct a final investigation at the time stated in the written warning. If the offender remains in violation of the ordinances at the time of the final investigation, then: Once a warning has been issued:~~

1. ~~An officer shall issue a written citation.~~ The offending property owner shall have a reasonable amount of time after the warning has been delivered in accordance with Section 501.13(c)(1)(b) to comply with the applicable ordinances.

2. If an offending property owner corrects a violation after a warning has been delivered in accordance with Section 501.13(c)(1)(b) but before receiving a notice of civil offense in accordance with Section 501.13(c)(2), the City is relieved of its obligation to provide a warning as required by Section 501.13(c)(1)(A) for the same civil offense for the same offending property owner for one (1) calendar year.

~~(d) If the same violation is observed at a location repeatedly, the offenders shall be cited as follows: A City officer or employee charged with the enforcement of the Kent City Ordinances shall conduct a final investigation after the date provided at the time stated in the written warning. If the offending property owner remains in violation of the ordinances at the time of the final investigation, then an officer shall issue notice of civil offense in accordance with Section 501.13(c)(2). :~~

~~1. Second violation: Offenders shall forgo the initial contact, and a City officer shall directly issue a written warning to the offender and proceed in accordance with Section 501.13(c)(3)D. and E. above;~~

~~2. Third violation: Offenders shall forgo the initial contact and written warning, and a City officer shall issue a citation in accordance with Section 501.13(c)(3)E. above.~~

~~(e) If the violation has still not been corrected, the City may hire someone to remove the nuisance and the actual costs incurred by the City shall be added to the fine.~~

(4) (2) A notice of civil offense and civil fine:

A. Must state the date that the notice of civil offense is issued;

B. Must identify the person offending property owner being charged if known to the issuing officer or employee;

C. Indicate the offense charged, the amount of the civil fine for the offense and the date, the date of the offense, time and the location of the offense charges; and a warning that the expense incurred by the City in correcting the violation can and will be added to the fine.

D. Be signed and attested to by the issuing officer or employee;

E. If the person offending property owner charged is present, the issuing officer or employee may personally serve the person offending property owner charged with a copy of the notice;

F. If the offending property owner charged is not present, the issuing officer or employee shall serve the offending property owner or their designee by Certified U.S. Mail at the address provided to the City of Kent in accordance with Section 501.13(c)(3). If no such address has been provided, then the issuing officer or employee shall serve the offending property owner by Certified U.S. Mail at the tax address listed on the Portage County Auditor's website and by posting a copy of said notice at a conspicuous location on the offending property.

G. If the same offending property owner has been cited for the same civil offense within the previous two years without correcting the violation within forty-eight (48) hours, the City officer or employee charged with the enforcement of the Kent City Ordinances is relieved of its obligation to provide a warning as outlined in Section 501.13(c)(1).

~~(5)~~ (3) The following shall apply to all property to be used as rental property in the City of Kent:

A. Rental property owners shall designate an individual to be contacted by the City in the event of an ordinance violation. This may be the property owner or a designated local agent; and,

B. Rental property owners who desire to designate an agent must record the agent's telephone number and email (if any) with the City. If no agent is designated the rental property owner shall be the designated contact person.

~~(6) The issuing officer or employee must serve the notice of civil offense and civil fine in one of the following manners:~~

~~(a) Notice may be served personally on the offender;~~

~~(b) If the notice involves an offense which occurred on or immediately adjacent to the real property owned, occupied or controlled by the person offending property owner being charged, the notice may be constructively served by posting a copy of the notice in a conspicuous location on the real property and by mailing a copy of the notice to said person offending property owner by First Class U.S. Mail.~~

(d) **Procedures for violations of Section 521.15 and Section 521.16.**

(1) The Notice of Civil Offense must be provided in accordance with Section 501.13(c)(2)(A)-(D).

(2) Property owners may designate an agent to receive the Notice of Civil Offense in accordance with Section 501.13(c)(3).

(3) Service on the Offending Property Owner must be completed in accordance with Section 501.13(c)(2)(E) or (F).

(e) **Procedures for violations of Section 551.**

(1) The Notice of Civil Offense must be provided in accordance with Section 501.13(c)(2)(A)-(D).

(2) Property owners may designate an agent to receive the Notice of Civil Offense in accordance with Section 501.13(c)(3).

(3) Service on the Offending Property Owner shall be by posting at a conspicuous location on the property.

(4) If after five (5) days the violation has not been abated, the City shall have the right to abate the violation. In addition to a fine, any expenses incurred by the City shall be assessed against the offending property owner in accordance with 501.13(n).

(f) **Procedures for violations of Section 1414.**

- (1) The Notice of Civil Offense must be provided in accordance with Section 501.13(c)(2)(A)-(D).
- (2) Property owners may designate an agent to receive the Notice of Civil Offense in accordance with Section 501.13(c)(3).
- (3) Service on the Offending Property Owner shall be by posting at a conspicuous location on the property.
- (4) If after twenty-four (24) hours the violation has not been abated, the City shall have the right to abate the violation. In addition to a fine, any expenses incurred by the City shall be assessed against the offending property owner in accordance with 501.13(n).

(g) ~~(d)~~ Answer to Notice of Civil Offense Answering a Civil Offense

(1) ~~A person~~ **an offending property owner** served with a ~~notice~~ **Notice of Civil Offense** charging a civil offense may file a written answer **admitting the civil offense to the charge**. The answer may be delivered in person or mailed to the **City of Kent Community Development Department** and ~~An answer must be filed~~ **received by the City** within ten (10) days from the date of the notice. ~~The answer may:~~

A. ~~Payment of the civil offense fine specified in the notice shall be deemed an admission of the violation by the offending property owner~~ **admit that the person committed the offense by payment of the civil fine specified in the notice;**

B. ~~An answer with a full payment admitting that the offending property owner violated an ordinance with proof of correction shall be evaluated by the Director of Community Development to determine whether the correction was made within the first forty-eight (48) hours of receiving the Notice of Civil Offense. If the correction was made within the first forty-eight (48) hours, the offending property owner will be eligible for a refund of fifty percent (50%) which will be issued within thirty (30) business days of the Director of Community Development's decision.~~ **admit that the person committed the offense and, for those offenses that provide for a reduction in civil fine on proof of correction, offer proof that the person has corrected the offense;**

~~C. Deny that the person committed the offense and request a hearing. If the person desires the presence, at the hearing, of the enforcement officer, inspector or other authorized individual who issued the notice, the person must request same in his or her answer; or~~ **A person an offending property owner** subject to a civil fine entered after default may request to have the default set aside. A hearing officer may set aside a default on a showing that the ~~person~~ **offending property owner** had no actual knowledge of the notice of civil offense and civil fine or that the default should be excused in the interest of justice.

An offending property owner who fails to respond within the ten (10) days shall be deemed in default and shall be deemed an admission by the offending property owner.

~~D. If the person served has taken an administrative appeal authorized by the Kent Codified Ordinances from an order on which the offense was based, the~~

~~person may request that the time for answering the notice of civil offense be continued until the appeal has been finally resolved.~~

(2) An offending property owner served with a notice Notice of Civil Offense charging a civil offense may file a written answer denying the civil offense. The answer may be delivered in person or mailed to the City of Kent Community Development Department and must be received by the City of Kent Community Development Department within ten (10) days from the date of the notice.

A. The offending party may submit a written argument denying the violation or may request a hearing. ~~A person who admits the commission of the offense for which a notice was issued must pay the civil fine arising out of the offense to the Finance Director.~~

B. If the offending property owner requests a hearing, the offending property owner may request individual who issued the Notice of Civil Offense to appear at this hearing. ~~A person who admits the commission of the offense with an offer of proof of correction may offer proof that the person has corrected the offense.~~

C. If the offending property owner has taken an administrative appeal authorized by the Kent Codified Ordinances from an order on which the offense was based, the offending property owner may request that the time for answering the Notice of Civil Offense be continued until the appeal has been finally resolved.

(h) (e) Hearings for Civil Offenses

(1) ~~A person~~ an offending property owner who denies the commission of a civil offense may request a hearing before a hearing officer. The request shall be filed with the Community Development Office for the City of Kent which shall set a date for the hearing and notify the ~~person~~ offending property owner, in writing, of the date, time and location of the hearing. The hearing may be informal, but all testimony shall be under oath. The hearing officer shall be appointed by the **Director of Community Development City Manager**.

(2) All hearings shall be scheduled within ten (10) days and will be held within fifteen (15) days from the date the request for a hearing is filed. Any hearing date may be modified if such modification is agreed to by the ~~person~~ offending property owner charged, by the City officer or employee who issued the charge and by the hearing officer, or if such modification is necessary in the interest of justice.

(3) The hearing officer shall enter into the record of the proceedings the notice of the civil offense and civil fine, the filing of or failure to file an answer, the substance of the answer, a finding of liability, the civil fine due, payments, delinquency and collection charges, and other relevant information.

(4) The hearing officer shall issue a decision and make findings of fact from the record and conclusions of law in support of the decision within ten (10) days from close of the hearing. The findings and conclusions shall demonstrate that the decision is consistent with applicable laws, ordinances, regulations and the interest of justice. Any unpaid civil fine is due and must be paid within ten (10) days after the date of the hearing officer's decision.

(5) If the ~~person~~ offending property owner has taken an administrative appeal authorized by the Kent Codified Ordinances from an order on which the offense was

based, the hearing officer must extend the time for answering the notice of civil offense until the appeal has been finally resolved.

~~(f) **Correction of Violation.**~~

~~(1) A person charged with a violation of the Kent Codified Ordinances and served with a notice of civil offense and civil fine specified as subject to reduction for correction of the violation may offer proof of the correction to the hearing officer. The offer or proof of correction may be submitted in person or, to avoid the necessity of personal appearance, may be submitted as affidavits and other document evidence, by mail. The hearing officer who receives an answer with an offer of proof of correction shall verify whether the violation has been corrected by inquiry to the City department which issued the notice.~~

~~(2) For those offenses that provide for a reduction in civil fine on proof of correction, on being satisfied that the offense has been corrected, the officer shall reduce the otherwise applicable civil fine by fifty percent (50%). If the civil fine is eliminated or reduced and the person previously paid the civil fine, the amount paid in excess of the revised civil fine shall be returned to the person. If the civil fine is reduced and the person has not previously paid the civil fine, the person must pay only the amount of the civil fine as reduced. An unpaid civil fine is due and must be paid within ten (10) days after the determination of the officer.~~

~~(g) **Default.** A person who is personally or constructively served with notice of a civil offense and civil fine and fails to answer within the time provided by Section 501.13(D), or fails to attend a requested hearing, is in default and the civil fine deemed delinquent. The amount due is as specified by Section 501.13(n) for the offense charged.~~

(i) **Administrative Review of Hearings on Civil Offenses.** A person **An offending property owner** found to have committed a civil **offense** and to owe a civil **offense** fine may request the City Manager to review the record of the proceedings before the hearing officer. The director of a **the** City department that issued a **the Notice of Civil Offense** notice of civil offense and civil **offense** fine dismissed by the hearing officer may also request the City Manager to review the record of the proceedings before the hearing officer. The City Manager may delegate the responsibility for review to a member of the administrative service or to a board comprised of several members of the administrative service. The request for review must be in writing, specify with particularity the claimed errors in the decision by the hearing officer, and sent to office of administrative hearings by certified mail within ten (10) days of the date of the mailing of the decision by the hearing officer. The city officer or employee who issued the notice of violation which gave rise to the request for review or a supervisor to the issuing officer may file a written response to the request for review. The response must be filed within fifteen (15) days of the receipt of the request for review by the officer of administrative hearings. The City Manager may set aside the decision of the hearing on finding from review of the proceedings before the hearing officer that the findings of fact and conclusions of law are

not supported by the record. The City Manager may reduce a civil fine on a showing that the civil fine would cause an undue hardship and that the underlying offense has been cured or is unlikely to reoccur. The city manager may investigate a claim that an offense has been cured, make findings with respect to the claim of cure, and include those findings within the record. **Notwithstanding State of Ohio law, the** The decision of the City Manager shall be final.

(j) **Civil Proceedings.** Nothing in Section 501 limits the City of Kent's ability to pursue additional remedies in law or in equity to abate a violation. The City of Kent may, in addition to the civil offense, pursue to any available remedies including injunctions, restraining orders, damages or (if applicable) criminal charges. ~~Whenever an officer charged with the enforcement of the Kent Codified Ordinances is satisfied that a provision that the officer is charged to enforce, or a law in force in the City applicable to the same subject matter, has been violated or is about to be violated, or that an order or direction made in pursuance of the enforcement of this Chapter has not been complied with, or is being disregarded, and whenever that officer is satisfied that civil proceedings are necessary for the enforcement of the Kent Codified Ordinances or laws, to restrain violations thereof, that officer may apply to the Law Director, who is authorized to institute civil proceedings. Civil proceedings may be brought in the name of the City, and may include, among other things, claims for injunction, mandatory relief, restraining orders, damages, the appointment of a receiver and such other relief as may be allowed in law or equity. Institution of civil proceedings does not exclude criminal proceedings as authorized by the Kent Codified Ordinances or charging a person with a civil offense as authorized by this Chapter. Where the owner is the party responsible for the violation, any fines levied pursuant to Section 501.13 of the Kent Codified Ordinances may be certified and assessed against the violating property tax rolls by action of City Council.~~

(k) **Administrative Regulations.** The City Manager may adopt administrative regulations for the conduct of hearings and for the enforcement of the Kent Codified Ordinances through the issuance of notices of civil offenses.

(l) **Freedom from Improper Influence.**

(1) No member of Council, member of the City administration, party to any proceedings before a hearing officer, or any other person shall interfere with, attempt to interfere with, or improperly influence or attempt to improperly influence a hearing officer in the performance of the duties of office.

(2) A hearing officer may not conduct or participate in any hearing or decision in which the officer or any of the following persons has a direct or substantial financial interest: a spouse, brother, sister, child, parent, or in-law of the officer, or business firm or organization in which the officer has a substantial interest. The officer shall promptly report to the City Manager any attempt at interference or improper influence or any actual or potential conflict prior to such hearing.

(3) Wherever it may be shown to the satisfaction of the City Manager that a hearing officer was subjected to improper influence, interference or interest, such improper influence, interference or interest shall be grounds for vacating any decision made by the hearing officer in such proceedings.

(m) **Ex Parte Communications Prohibited.** A person may not communicate with a hearing officer to influence a decision in a matter pending before an officer other than at a public hearing or in a writing that is made part of the record of the proceeding. This provision shall not prohibit communication between an officer and any member of the administration assigned to assist or give legal counsel to the hearing officer in the pending proceeding.

(n) **Fines**

- (1) ~~Snow and ice removal 521.16~~ The initial civil offense fine is \$100. This amount is due within ten (10) days of the offending property owner being personally or constructively served with a notice of the civil offense.
 - (a) ~~Initial Civil Fine~~ ————— \$100
 - (b) ~~If delinquent~~ ————— \$200
 - (c) ~~If sent for collection~~ ——— \$300
- (2) A second civil offense for the same offense with the same offending property owner within two (2) years fine is \$200.
- (3) A third or greater civil offense for the same offense with the same offending property owner within two (2) years is \$300.
- (4) Unless within ten (10) days of the offending property owner being personally or constructively served with a notice of the civil offense the fine is paid or an answer is filed, the civil offense fine shall automatically double on the eleventh day.
- (5) In accordance with Section 501.13(g)2(b), if an individual requests a hearing and fails to attend, the civil offense fine shall automatically double.
- (6) The applicable civil offense fine shall be reduced by fifty percent (50%) if the person provides proof the violation has been corrected within forty-eight (48) hours of the notice being posted.
- (7) If the fine is sent for collection, the applicable civil offense fine shall be doubled again plus any additional costs incurred by the City.
- (8) If after twenty (20) days the violation has still not been corrected, the City may hire someone to remove the nuisance and the actual costs incurred by the City shall be added to the fine.
- (9) Any costs incurred by the City of Kent to abate a violation shall be assessed against the offending property owner. This amount shall not be subject to doubling.
- (10) Each day a property is in violation constitutes a separate offense and may be subject to a separate civil offense fine.
- (11) The Community Development Director shall have the right to reduce a civil offense fine if justice so requires based upon seriousness of the offense, the level of cooperation from the offending property owner, and/or the offending property owner's previous history of compliance.

Kent Police Department

MEMORANDUM

To: Dave Ruller, City Manager
Linda Jordan, Clerk of Council
From: Chief Michelle A. Lee
Date: December 21, 2015
Subject: Parking restrictions discussed

The TE&S Committee discussed the request, by Ms. Robin Gladys of 1523 S. Lincoln St., to allow parking on both sides of S. Lincoln St. from Rellim Dr. to Ivan Dr.

The current parking language for S. Lincoln St. reads:
NO PARKING BOTH SIDES

The committee recognizes two fire hydrant locations on the West side of S. Lincoln St. which would create unsafe conditions to allow parking. The TE&S committee could not find fault with the petition and recognizes that the 70% resident agreement has been satisfied to allow parking on the East side of the street. Should council decide to grant the request the ordinance should read:

NO PARKING BOTH SIDES EXCEPT EASTSIDE BETWEEN RELLIM DR. AND
IVAN DR. WITH NO RESTRICTIONS



ESTABLISHED 1805

City of Kent, Ohio

Safety Department

Resident Request for On-Street Parking Change

This information is being provided due to a request made concerning changes to parking on your street. In order to further consider this request to change parking on your street the attached petition must be completed. In order to further consider this request, the petition must have 70% of the adjoining property owners' support for the requested parking changes. The sections of the parking ordinance related to your street have been included below, along with a map depicting the area of proposed change and the affected residences. Once the petition has been completed and returned, it will be further considered by the Traffic Engineering and Safety Committee. Once it has been reviewed by the Committee it will be presented to Council for final consideration.

Change requested for:

(Request made by phone by Ms. Robin Gladys, resident of 1523 S. Lincoln Street.)

LINCOLN ST, S

NO PARKING BOTH SIDES

CITY OF KENT, OHIO
DATE:

TO THE COUNCIL OF THE CITY OF KENT, STATE OF OHIO:

We, the undersigned, owners of the property set opposite our names below, being the owners of said properties, do hereby respectfully petition the Council of the City of Kent to:

Change parking arrangements in our neighborhood starting at Rellin to Gran
1502/1515/1514 S. Lincoln

And ending at Gran
1592/1595 S. Lincoln

To change on street parking arrangements as further described:

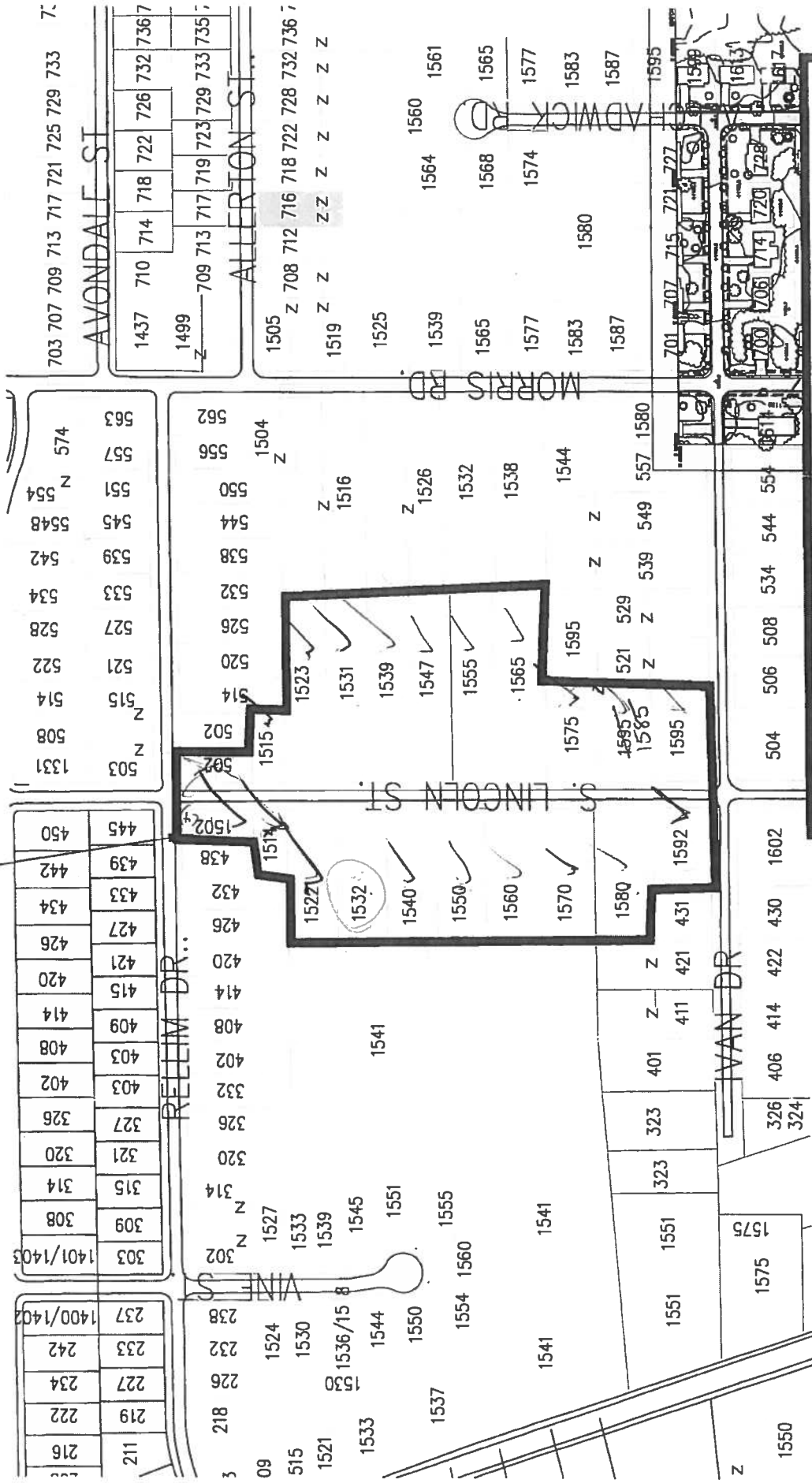
Chg street parking to both sides
one person wants Nth bound only (1539)
one person wants no parking (1565)
one person 1532 out of country - could not be
contacted

Said parking limitations to be imposed on all parties both visitors and owners.

The undersigned adjoining property owners, after consideration of our neighborhood needs, are signing in support or opposition of the above described change in on street parking arrangements.

As described by: Robin Gladys
Address: 1523 S. Lincoln

LIMITS OF THE PARCELS ADJACENT
TO THE PROPOSED PARKING CHANGE



REQUEST FOR PARKING ARRANGEMENT
CHANGE

LOCATION: S. LINCOLN ST.

NOVEMBER 2015

Page _____ of _____ pages of Kent City Council Petition dated _____.
Petition for Parking Changes at: _____

I support oppose the petitioned parking change.

<u>BREN WOLFORD</u> Name Print	<u>1522 S. LINCOLN</u> Street Number	<u>Y</u> Property Owner-Y/N
<u>Bren Wolford</u> Signature	<u>SAME</u> Mailing Address	

I support oppose the petitioned parking change.

<u>Fae K Darrow</u> Name Print	<u>1515 S. Lincoln ST.</u> Street Number	<u>Y</u> Property Owner-Y/N
<u>Fae K. Darrow</u> Signature	<u>SAME</u> Mailing Address	

I support oppose the petitioned parking change.

<u>ANTHONY DAVIS</u> Name Print	<u>1514 S. LINCOLN</u> Street Number	<u>X</u> Property Owner-Y/N
<u>[Signature]</u> Signature	<u>SAME</u> Mailing Address	

I support oppose the petitioned parking change.

<u>Laurie Perison</u> Name Print	<u>1547 S. Lincoln St</u> Street Number	<u>Y</u> Property Owner-Y/N
<u>Laurie Perison</u> Signature	<u>Same</u> Mailing Address	

I support oppose the petitioned parking change.

<u>Alex Morgart</u> Name Print	<u>1555 South Lincoln ST</u> Street Number	<u>Y</u> Property Owner-Y/N
<u>[Signature]</u> Signature	<u>SAME</u> Mailing Address	

I support oppose the petitioned parking change.

<u>Michelle Cullley</u> Name Print	<u>1550 S. Lincoln</u> Street Number	<u>Y</u> Property Owner-Y/N
<u>[Signature]</u> Signature	<u>SAME</u> Mailing Address	

Page _____ of _____ pages of Kent City Council Petition dated _____
Petition for Parking Changes at: _____

I support oppose the petitioned parking change.

<u>Christopher DeMichal</u>	<u>1560 S. Lincoln</u>	<u>Y</u>
Name Print	Street Number	Property Owner-Y/N
<u>Chris DeMichal</u>	<u>1560 S. Lincoln</u>	
Signature	Mailing Address	

I support oppose the petitioned parking change.

<u>Misko K</u>	<u>1570 S Lincoln</u>	<u>Y</u>
Name Print	Street Number	Property Owner-Y/N
<u>Misko K</u>	<u>1570 S Lincoln</u>	
Signature	Mailing Address	

I support oppose the petitioned parking change.

<u>Chris Krueger</u>	<u>1595 S Lincoln St</u>	<u>Y</u>
Name Print	Street Number	Property Owner-Y/N
<u>Chris Krueger</u>	<u>1595 S Lincoln St</u>	
Signature	Mailing Address	

I support oppose the petitioned parking change.

<u>TANVA LIPTON</u>	<u>1575 S Lincoln St.</u>	<u>Y</u>
Name Print	Street Number	Property Owner-Y/N
<u>Tanja Lipton</u>	<u>SAME</u>	
Signature	Mailing Address	

I support oppose the petitioned parking change.

<u>Rick Vankp</u>	<u>1565 S. Lincoln</u>	<u>Y</u>
Name Print	Street Number	Property Owner-Y/N
<u>Rick Vankp</u>	<u>1565 S. Lincoln</u>	
Signature	Mailing Address	

I support oppose the petitioned parking change.

<u>ROBIN GLADYS</u>	<u>1523 S. LINCOLN ST</u>	<u>Y</u>
Name Print	Street Number	Property Owner-Y/N
<u>Robin Gladys</u>	<u>SAME</u>	
Signature	Mailing Address	

Page _____ of _____ pages of Kent City Council Petition dated _____.
Petition for Parking Changes at: _____

I support oppose the petitioned parking change.

STELUNG BRADLEY 1531 S. LINCOLN Y
Name Print Street Number Property
Stelung Bradley KENT, OHIO 44240 Owner-Y/N
Signature Mailing Address

I support oppose the petitioned parking change.

Victorie Sampson [Signature] Y
Name Print Street Number Property
[Signature] 1592 S. Lincoln Owner-Y/N
Signature Mailing Address Kent, Oh. 44240

I support oppose the petitioned parking change.

C. ANDERSON 1540 S. LINCOLN ST yes
Name Print Street Number Property
C Anderson Kent, Ohio 44240 Owner-Y/N
Signature Mailing Address

I support oppose the petitioned parking change.

John C Brown 1502 South Lincoln St Y
Name Print Street Number Property
John C Brown 7471 Skyview Dr Kent, Oh 44240 Owner-Y/N
Signature Mailing Address

I support oppose the petitioned parking change.

WAYNE KVAM 1585 S. LINCOLN ST Y
Name Print Street Number Property
Wayne Kvam KENT, OH 44240 Owner-Y/N
Signature Mailing Address

I support oppose the petitioned parking change.

KEVIN + LUCINDA EGLER 1539 S. LINCOLN ST. Y
Name Print Street Number Property
Kevin Egler KENT, OH 44240 Owner-Y/N
Lucinda Egler
Signatures Mailing Address

WE SUPPORT PARKING ON ONE SIDE OF STREET ONLY.

Page _____ of _____ pages of Kent City Council Petition dated _____.
Petition for Parking Changes at: _____

I support oppose the petitioned parking change.

<u>SUE G. BRIERS</u> Name Print	<u>1580 S. Lincoln St</u> Street Number	<u>Yes</u> Property Owner-Y/N
<u>Sue G. Briers</u> Signature	<u>same</u> Mailing Address	

I support oppose the petitioned parking change.

_____ Name Print	_____ Street Number	_____ Property Owner-Y/N
_____ Signature	_____ Mailing Address	

I support oppose the petitioned parking change.

_____ Name Print	_____ Street Number	_____ Property Owner-Y/N
_____ Signature	_____ Mailing Address	

I support oppose the petitioned parking change.

_____ Name Print	_____ Street Number	_____ Property Owner-Y/N
_____ Signature	_____ Mailing Address	

I support oppose the petitioned parking change.

_____ Name Print	_____ Street Number	_____ Property Owner-Y/N
_____ Signature	_____ Mailing Address	

I support oppose the petitioned parking change.

_____ Name Print	_____ Street Number	_____ Property Owner-Y/N
_____ Signature	_____ Mailing Address	

Number	Street	Signature	Owner	Notes	Counted in Support
502	Rellim	None	No Signature	Driveway on Rellim	Not Counted
1502 (4)	S. Lincoln	Brown	Y		1
1514	S. Lincoln	Davis	Y		1
1515	S. Lincoln	Darrow	Y		1
1522	S. Lincoln	Wolford	Y		1
1523	S. Lincoln	Gladys	Y		1
1531	S. Lincoln	Bradley	Y		1
1532	S. Lincoln	None	No Signature	No Signature	0
1539	S. Lincoln	Egler	Y	One side only	1
1540	S. Lincoln	Anderson	Y		1
1547	S. Lincoln	Perison	Y		1
1550	S. Lincoln	Culley	Y		1
1555	S. Lincoln	Morgart	N-Vance	No owner match	0
1560	S. Lincoln	DeMichael	Y		1
1565	S. Lincoln	Vance	Y		1
1570	S. Lincoln	Skok	Y		1
1575	S. Lincoln	Lipton	N- Kvam	No owner match	0
1580	S. Lincoln	Briers	Y		1
1585	S. Lincoln	Kvam	Y	Not in support	0
1592	S. Lincoln	Sampson	Y		1
1595	S. Lincoln	Kruger	Y		1
					16/20=80%

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

December 20, 2015

To: Dave Ruller, City Manager

From: Gene Roberts, Service Director
John Idone, Director of Park and Recreation
Sam Tuttle, Parks Supervisor
Gerald Shanley, Facilities Manager

RE: City of Kent Roundup Usage

Roundup contains the active ingredient Glyphosate and in the past has been used by the City of Kent to control weeds in Kent Parks, on City property and along the City roadways in areas such as guard rails. The use of glyphosate in the City of Kent over the past 5 years has been tracked by Sam Tuttle, Parks Supervisor as required by his Pesticide Applicator License:

2011	3.27 Gallons Concentrate Park Usage Only
2012	4.75 Gallons Concentrate All City Usage
2013	4.89 Gallons Concentrate All City Usage
2014	4.70 Gallons Concentrate All City Usage

Average used city wide for the three year period 2012 through 2013 is 4.78 gallons of concentrate. The Gly-4 product in concentrated form contains 41.0% glyphosate equating to an annual average of 19.1 pounds of glyphosate usage applied by the City for all weed control purposes city wide. The City's usage is very small when compared to the March 31, 2015 US Environmental Protection Agency reported use of at least 283.5 million pounds of glyphosate applied in U.S. for agriculture weed control in 2012.

There have been alternatives to the use of glyphosate such as vinegar (acid), vinegar and rock salt or vinegar and soap. A quick review of the internet found twelve different recipes. Mr. Tuttle reports that during his required training to maintain his Pesticide Applicator License that vinegar is often mentioned as an alternative to products such as Roundup. This alternative is commonly known as the "burn down" method.

Vinegar is a natural product produced through fermentation process and when purchased at a grocery store is typically 5% acidity or stated another way it contains 5% acetic acid, the active ingredient which kills weeds. Acetic acid kills weeds by drawing the moisture out of the weed's leaf, however, the use of vinegar does not kill the weed's roots and in about a week the leaf will reappear. Repeated applications will "burn down" the weed by killing the root system over multiple application. The final issue with the use of vinegar is cost. Sam reports that a four gallon sprayer loaded with a glyphosate product cost \$1.71 where to fill the sprayer with a 5% solution of vinegar costs is a minimum \$8.00.

Currently the City has halted its use of glyphosate products and continue to look at alternatives.

MEMORANDUM
DEPARTMENT OF COMMUNITY DEVELOPMENT
City of Kent

Date: December 2, 2015

To: Dave Ruller, City Manager

Thru: Bridget Susel, Director of Community Development

From: Jennifer Barone, Development Engineer *JB*

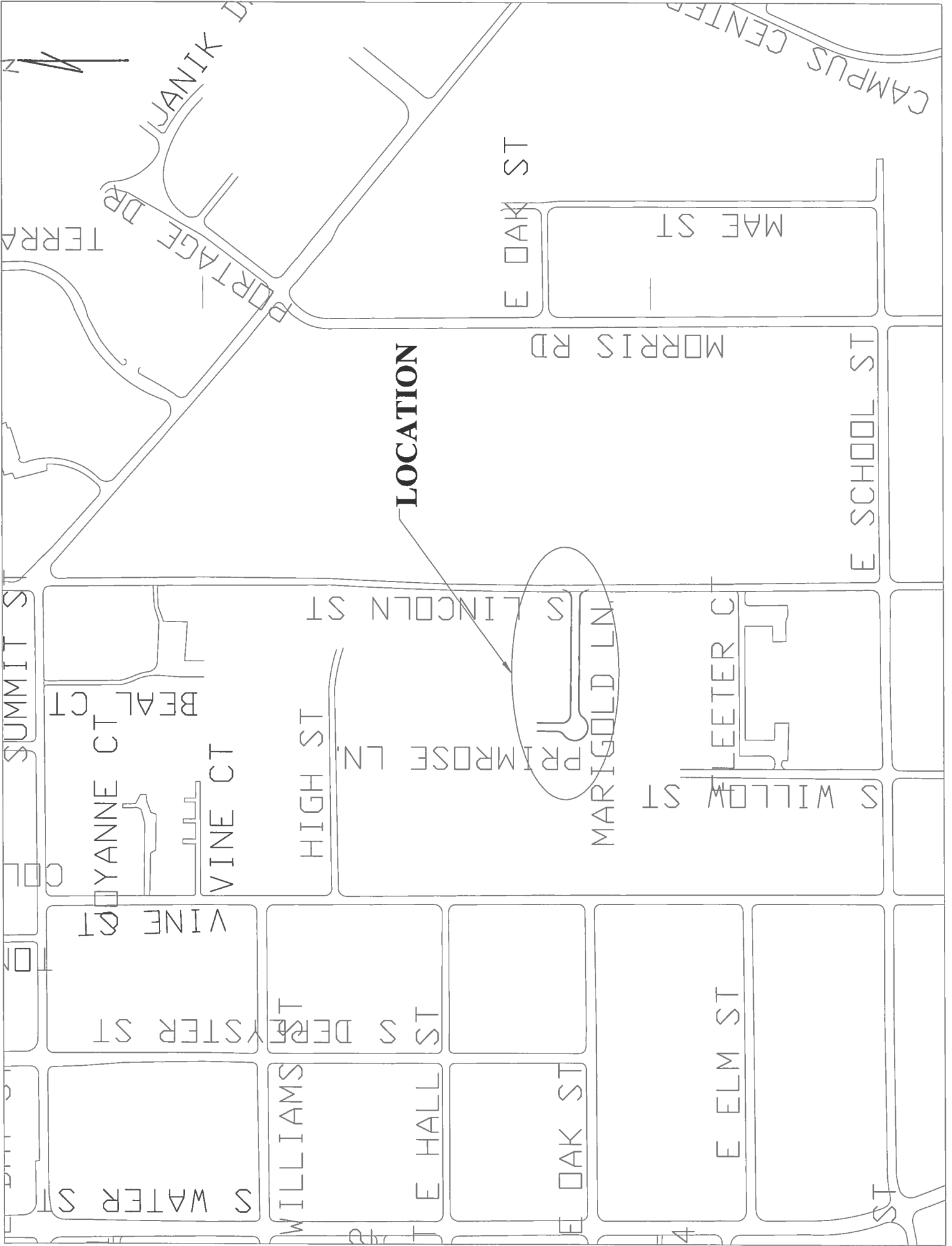
Re: Lincoln Commons Subdivision

Copy: Linda Jordan, Clerk of Council
Jim Silver, Law Director
Gene Roberts, Service Director
Jim Bowling, City Engineer
Project file

I hereby respectfully request City Council agenda time to consider acceptance of the utilities extension on Primrose Lane

Primrose Lane is a street in the Lincoln Commons subdivision. Phase I was constructed and accepted in June of 2010. Since that time, the area that would have been Phase II was sold to Edwards Communities to comply with the open space requirement for The Province project at 609 South Lincoln Street that opened in 2012. Had the subdivision development continued, the utilities would have been extended to serve additional lots. With the sale of the Phase II property, the lots were reconfigured necessitating the utilities to be extended to the end of Primrose Lane. The work performed included installing sanitary piping and a manhole and the replacement of a water main blowoff assembly with a fire hydrant.

Ten percent (10%) of the letter of credit value has been retained as the financial guarantee for the required two year maintenance period and a lien waiver will be provided by the contractor. A final inspection has been performed and the work found to be complete. The developer will be providing as-built drawings.



NOTICE: THIS DRAWING IS THE PROPERTY OF THE ENGINEER AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE ENGINEER.

SCALE: 1" = 5' VERTICAL

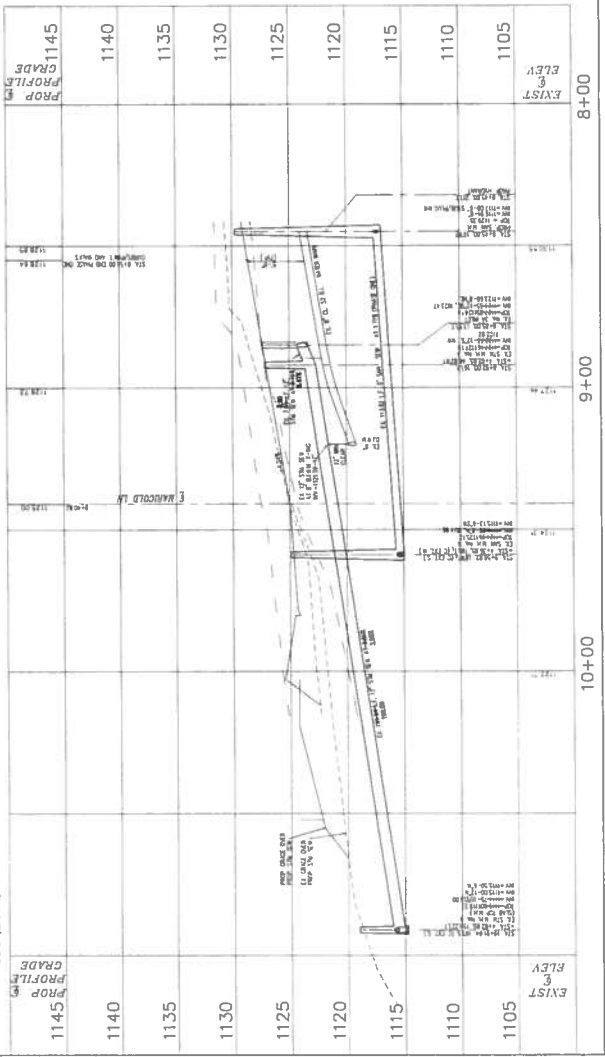
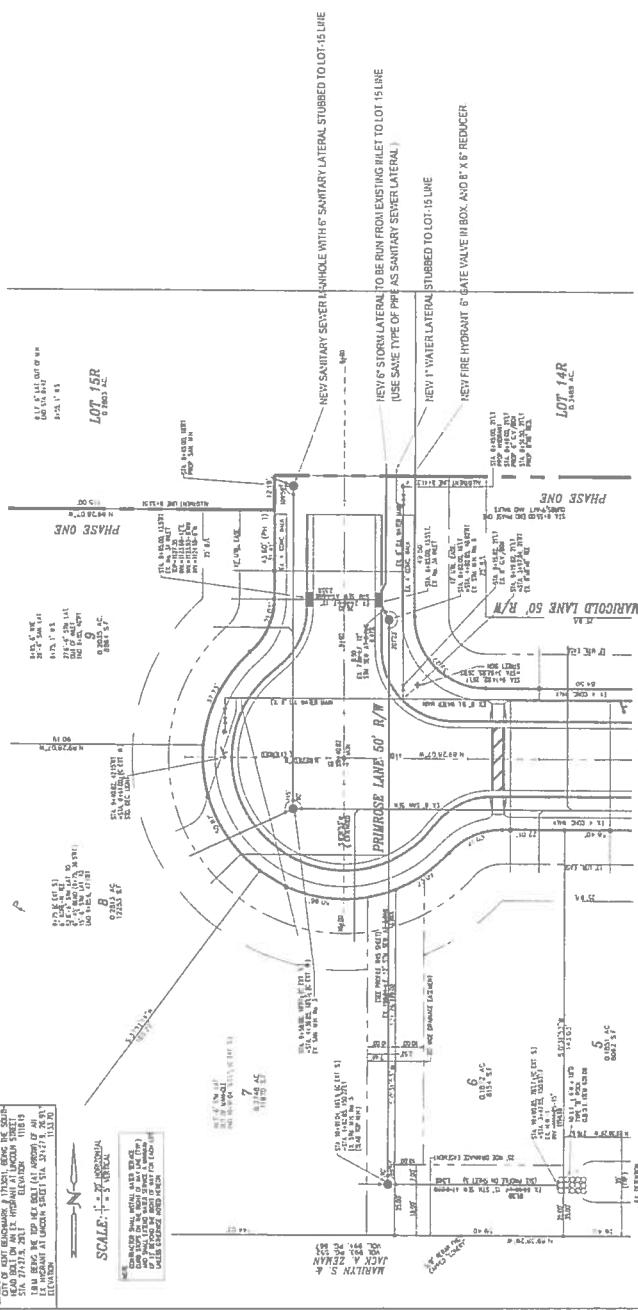
DATE: 05/15/14

PROJECT: WATER AND SEWER MODIFICATIONS TO LINCOLN COMMONS PHASE ONE

DESIGNED BY: JACK A. MOSYJOWSKI

CHECKED BY: CAROLAN S. MOSYJOWSKI

DATE: 05/15/14



JULY 9 2015 SPECIFICATIONS

- ALL WORK TO BE COMPLETED IN CONFORMANCE WITH THE CITY OF KENT'S "REGULATIONS TO CONTRACTORS" AND "MASTER SPECIFICATIONS" INCORPORATED BY REFERENCE AS IF FULLY WRITTEN HEREIN
- DEVELOPER SHALL PAY THE COST OF ALL PERMIT AND INSPECTION FEES REQUIRED BY THE CITY OF KENT (OTHER THAN CONTRACTOR'S NORMAL REGISTRATION FEE)
- CONTRACTOR SHALL SEED AND STRAW UPON COMPLETION
- FOR 24 MONTHS AFTER COMPLETION AND APPROVAL BY CITY OF KENT CONTRACTOR SHALL PROVIDE WARRANTY AGAINST DEFECTS DUE TO FAULTY MATERIALS, WORKMANSHIP OR INSTALLATION, INCLUDING DAMAGE TO OTHER PARTS OF THE UTILITIES SYSTEM RESULTING FROM SUCH DEFECTS
- CONTRACTOR SHALL PROVIDE COPIES OF THE FOLLOWING INSURANCE CERTIFICATES:
 - WORKERS COMPENSATION
 - GENERAL LIABILITY INSURANCE IN THE MINIMUM AMOUNT OF \$2,000,000 PER OCCURRENCE WHICH NAMES THE FOLLOWING PARTIES AS ADDITIONAL INSUREDS, AND WHICH CONTAINS THE STATEMENT "THE INSURANCE COVERED BY THIS CERTIFICATE WILL NOT BE CANCELLED OR MATERIALLY ALTERED EXCEPT AFTER TEN (10) DAYS WRITTEN NOTICE HAS BEEN RECEIVED BY THE CITY OF KENT"

CITY OF KENT
 590 OVERHOLT ROAD
 KENT, OH 44202
 ATTN: JENNIFER BARDINE, DEVELOPMENT ENGINEER

PEITAPORT PROPERTIES, LTD
 2095 CREEKS CROSSING TRAIL
 MCGADOO, OH 44260
 ATTN: THOMAS G. WEISE, PRESIDENT

APPROVALS _____ DATE _____

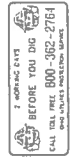
CITY OF KENT DEVELOPMENT ENGINEER _____ DATE _____

CITY OF KENT SERVICE DIRECTOR _____ DATE _____

PLANS PREPARED AND RECOMMENDED BY:
MOSYJOWSKI & ASSOCIATES ENGINEERS, LLC
 2515 SWARTZ ROAD
 HARTVILLE, OHIO 44632
 PH: (330) 628-2516

JOSEPH A. MOSYJOWSKI, P.E. No. 43021
 DATE _____

WATER AND SEWER MODIFICATIONS TO LINCOLN COMMONS PHASE ONE



PENTA POINT PROPERTIES LTD.
 MR. TOM WEISE, PRESIDENT
 2095 CREEKS CROSSING TRAIL
 MCGADOO, OHIO 44260
 PH: (330) 607-2634



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: December 21, 2015, 2015
TO: David Ruller, City Manager
FROM: Tom Wilke, Economic Development Director
Subject: City 2 City Network Implementation Agreement

A local entrepreneur, Jonathan Zeit representing City 2 City, Inc, has approached the City and requested permission to install up to 100 beacons on City owned light poles in downtown to create a beacon and geofence network that will allow businesses of any size to advertise directly to their consumers' cell phones via the City 2 City app. City 2 City will be responsible for the installation and maintenance of the beacons and their eventual removal should that become necessary. The City Service Director has approved the method of the installation of the beacons and will coordinate with City 2 City on the exact locations. In exchange for the City's permission to use its right of way, City to City will remit to the City 15% of its profit on a quarterly basis. There is no cost to the City to enter into this agreement and to allow this program to commence.

I am requesting time at the January 6th Committee session in order to discuss the agreement in more detail and to request that Council consider authorizing, with the emergency clause, that the City Manager or his designee enter into an agreement with City 2 City, Inc. allowing them to use the City's right of way on its light poles to install beacons.

If you need any additional information in order to add this item to the agenda, please let me know.

Cc: Jim Silver, Law Director
Bridget Susel, Community Development Director
Linda Jordan, Clerk of Council



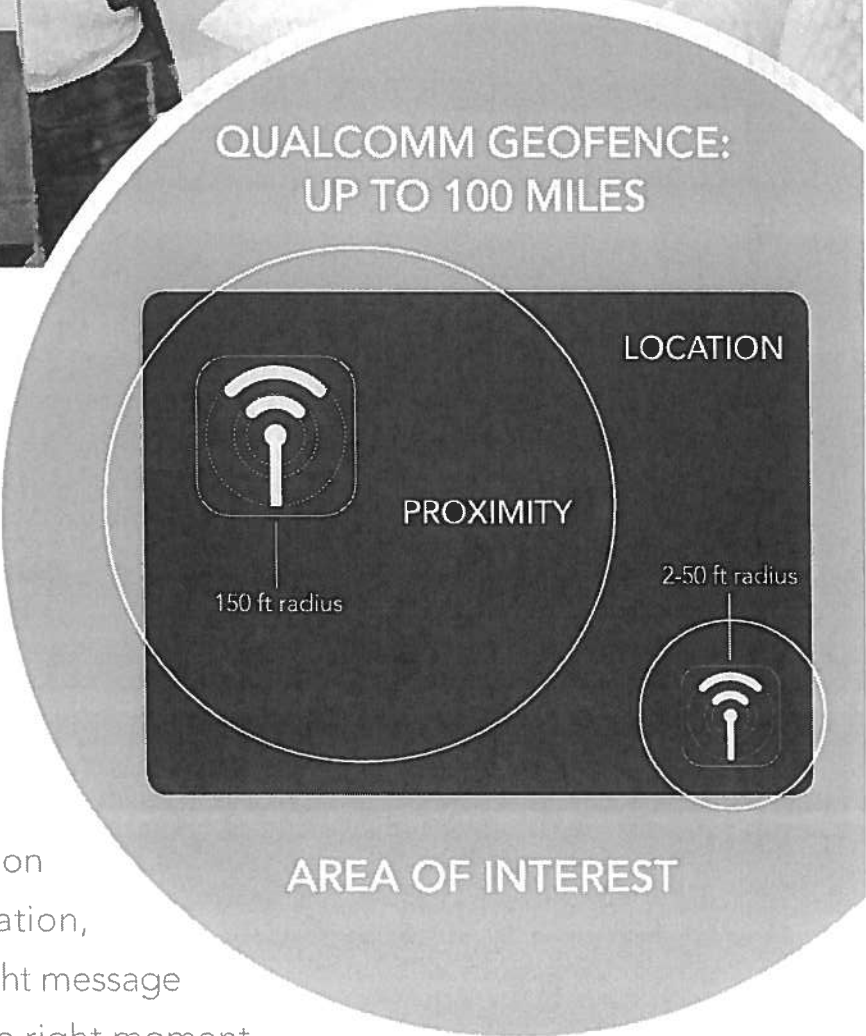
Hi Julie! Come on inside for your special offer!

QUALCOMM GEOFENCE:
UP TO 100 MILES

AccessMobility²⁴

Reach consumers at the moment of decision using our Beacon and Augmented Reality (AR) App Platform.

Our platform enables delivery of personalized content to consumers on their mobile devices based on location, interests, and time. Delivering the right message to the right consumer at exactly the right moment.





WHY USE BEACON AND AR TECHNOLOGY AS PART OF YOUR MOBILE STRATEGY?

Our platform enables brands to extend the effectiveness of their mobile strategies by adding real-time context to their offers and services to engage customers in the right way at the right time, building loyalty and preference by making your communications timely and meaningful. It allows your offers to be competitive and based on interest.

For Retailers, our platform enables brands with physical locations to increase sales and drive loyalty by delivering highly relevant communications while those consumers are physically present in their stores and venues.

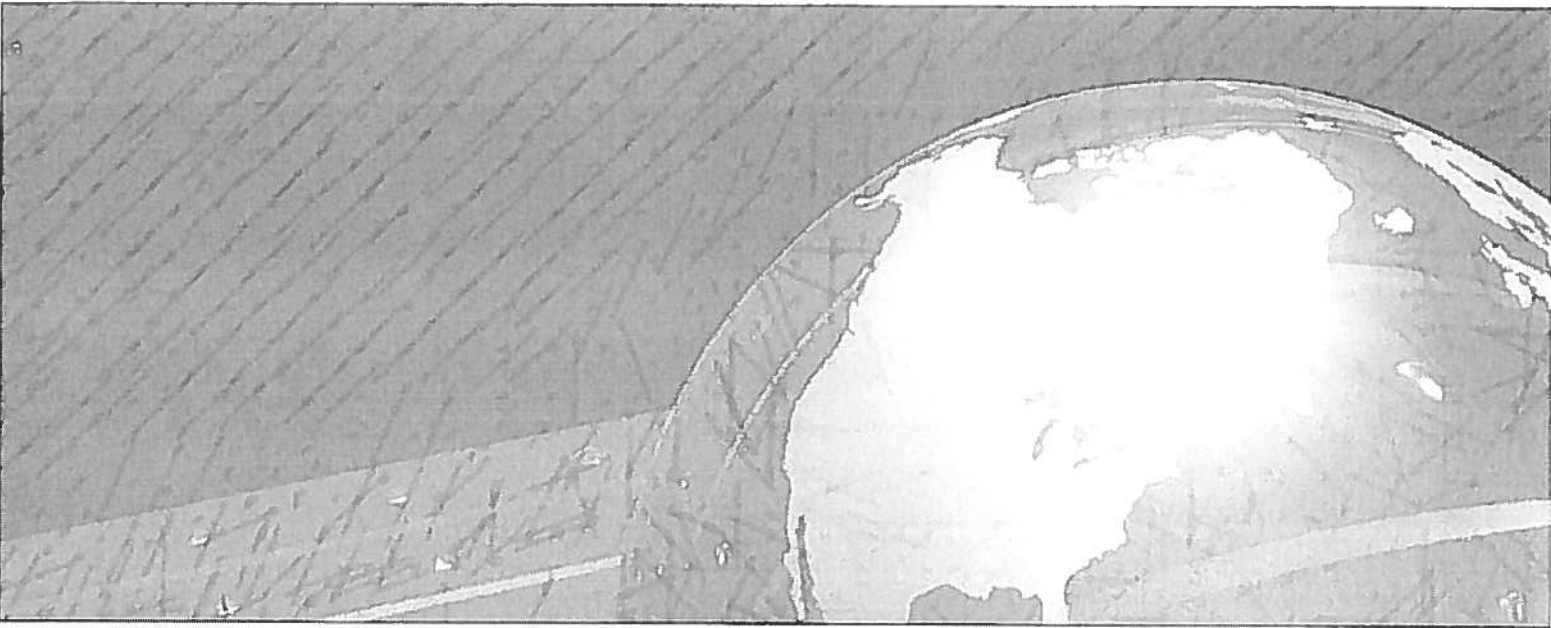
Our platform also enables ad networks to drive additional revenue by extending the effectiveness of mobile advertising by adding real-time context and precise location relevance to the ads they serve when consumers are out

WHAT YOU GET:

- **COMBINED PLATFORM:** A combined Beacon and Augmented Reality Platform. This blended approach allows you to maximize your on-premise consumer engagement and your offline marketing programs.
- **CMS:** A comprehensive Software as a Service Campaign Management System (CMS) that allows for self servicing of your campaigns, hosted in the Amazon Cloud and fully integrated with iBeacon framework. Our CMS allows for Real-time updates, delivers Coupons, Videos, Forms, and can also deliver a 3D experience.
- **ANALYTICS:** Full analytics of consumer engagement that will give you answers to these important questions:
 - Where was your customer when the beacon communicated with them?
 - What did they do with your offer?
 - Did they tap on it to learn more?
 - Did they keep on coming closer to your beacon (the point of interest) or just walk away from a distance?
 - What consumption behavior do these customers have around your location?
- What part of the day are they most active and engaging with your offers?
- Are they watching your promotions or messages while they are at home? And if so, when?
- **INTEGRATION:** Beacons that are integrated with Qualcomm Beacon Technology, allowing you the distinct advantages of Geofencing, and the integration of Augmented Reality. Our Beacons can also integrate into other SDK Beacon Technology platforms.
- **BRANDING PLATFORM:** White labeling of our platform under your brand.

Chicago • Kalamazoo

Sales 312 296 3104 • www.accessmobility24.com • sales@accessmobility24.com



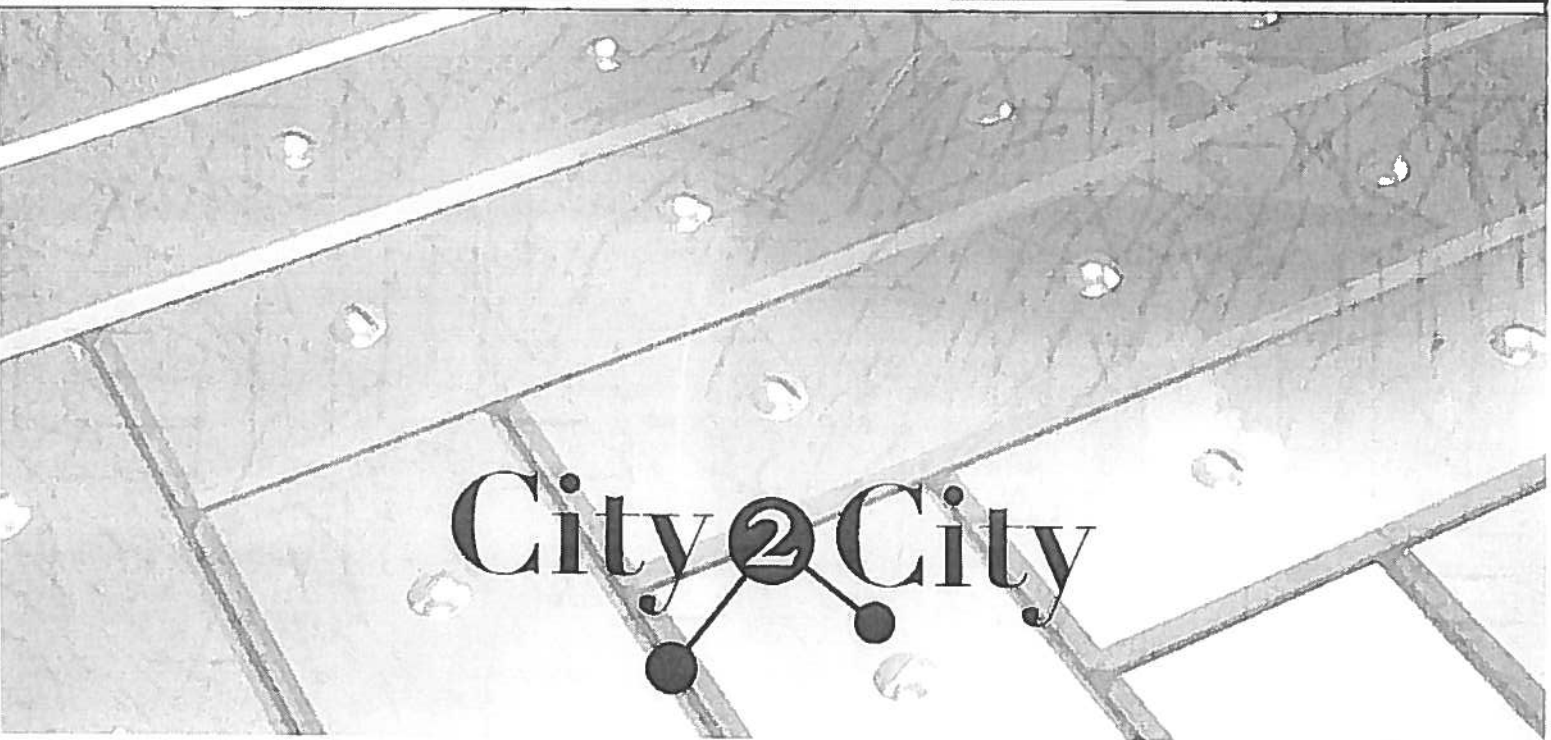
City 2 City Network Implementation in Kent, OH

12/03/2015

Proposed By:
Jonathan Zeit
CEO

330-631-5436

Jon.Zeit@city2cityonline.com



City 2 City

This proposal is for the placement of 100 beacons and 10 geofences with in Kent,OH (THE CITY) by City 2 City Inc.

Current Situation

“Small Town” America has the fastest growing population increase in the United States. The center or Rural Affairs (www.cfra.org) says that small towns are now being sought out by tourists because of local fair, culture, and a connection with the people of that town.

The problem: How do local businesses market effectively considering all of the advertising messages created by mega-conglomerates? And more so, how do small businesses compete with these companies at a mobile level?

There are 169 million smartphones in the United States alone. Trends suggest that while traditional advertising will stay at flat growth rate (0.4%), mobile advertising expenditures will grow by 20% through the year 2020.

At this time, small businesses have very limited ways to effectively compete with large companies at a mobile level due to the cost expenditure it takes to launch effective and comparable campaigns.

Objectives

City 2 City Inc. creates a beacon and geofence network that allows businesses of any size to advertise directly to consumers' cell phones with the City 2 City app. This communication can happen at the most relevant time and location [relevance in location is decided by the business]. It can be in front of the businesses, near competitors, or anywhere a geofence or beacon is placed.

The network of physical beacons will be owned, operated, and maintained by City 2 City Inc. including the replacement of batteries as needed. Beacons are to be mounted [by City 2 City or a City 2 City subcontractor] on the property of THE CITY, or partners thereof. The locations of the beacons will be determined by city officials and City 2 City to maximize coverage.

Benefits to the Community

City 2 City Inc. is offering THE CITY, a 15% profit split, to be determined as shown in Exhibit A. The outline and graph in Exhibit B shows the potential earnings from 100 beacons and 10 geofences within THE CITY.

The profit from Exhibit B does not include potential tax revenue from increased sales by local businesses. These numbers will be diligently tracked during the course of the commitment.

A 36 month contract that will commence when both parties have signed the agreement for City 2 City to operate in THE CITY and the option to sign for subsequent 36 month terms thereafter is required for the beacon implementation and advertising sales program.

THE CITY will also be granted the explicit use of a geofence surrounding the community for public service announcements, event announcement, or any purpose that city feels necessary. City 2 City will allow the city to purchase additional geofences at cost (99.00/month) with no restrictions, as desired.

Costs and Payment Schedule

City 2 City Inc. requires THE CITY to make an investment of \$0.00USD per beacon for 100 beacons which brings the complete investment to \$0.00.

Payment Schedule [from City 2 City to THE CITY]

Payments made by City 2 City Inc. to THE CITY will be made quarterly to be delayed by one quarter from the network activation date. Accompanying each payment, City 2 City Inc. will provide an accounting of all relevant financial information used to determine the payment. Please see Exhibit C for a visual representation of an example of our payment schedule.

Process and Time Line

From the date of the final contract execution, approval of all locations, and determination of implementation dates; City 2 City Inc. will conduct the following activities:

- Obtain Business Permit if THE CITY is in a new state.
- Begin marketing City 2 City as an application
- Begin marketing City 2 City as a business solution
- Approve and commence advertisement sales [conducted by our staff or local vendor].
- Hang [or mount]* beacons, create geofences
- Train approved official in THE CITY to operate the dedicated fence should THE CITY desire.
- Activate the network.

Please see Exhibit D for our standard timeline. This timeline may vary depending on the nature of the agreement, city climate, and season of implantation

For marketing strategies that City 2 City Inc. will engage in. Please request a copy of our comprehensive marketing plan.

* The Method of mounting, hanging, or placement will be negotiated with the official(s) and or the committee responsible for engineering. The City Service Director will have the final say on the mounting hanging and placement on the City's poles.

City 2 City will be responsible for any damage to the City's poles, or people, or other property, caused by the placement or placing of the units on the City's poles.

City 2 City will maintain \$1,000,000 of liability insurance to cover any damages or injuries resulting from the installation and maintenance of the beacons.

Credibility

City 2 City Inc. is the only company known within the beacon tech industry to develop an advertising network solution that can be targeted for "small town" America and used by local businesses to even the advertising playing field.

Beacon technology is being used by many of the large conglomerate retailers to reach consumers mobile devices. Our technology partner, Access Mobility 24, has implemented service within the University of Illinois, IIT, as well as others. The conversion rate of the mobile push notification has been recorded at 160%. For every one notification that person views it 1.6 times.

Our City 2 City Network can be viewed by not only the City 2 City app. We have agreements with College Extras and Standard Parking, in which we can activate their applications in our areas so users of those applications will grow. These partnerships will keep growing as our network grows.

City 2 City network is backed by the National Association of Entrepreneurship, The National County Commissioners Association, The Motor Track Owners Association of America, and the Main Street Kent initiative, as well as local Chambers of Commerce.

Acceptance and Expiration

Due to the speed at which City 2 City Inc. is growing, this proposal will only be valid 30 days from the date of agreement. If 30 days expires please contact City 2 City to reissue an updated proposal. Upon acceptance of this proposal, we will contact your legal department to sign a detailed agreement. Thank you for your interest and welcome to the City 2 City family.

City 2 City Official

Name (print): Jon Zeit

Signature: _____

Position: CEO

Date: 12/18/2015

Kent, Ohio Official

Name (print): _____

Signature: _____

Position: _____

Date: ____/____/____

EXHIBIT A : Compensation Equation

**Revenue from Network
(Managed Services Cost)
(Commission)**

**Profit
(Access Mobility 24)**

Adjusted Profit

THE CITY will get a proportion of the adjusted profit. This proportion is noted within the proposal

Definitions:

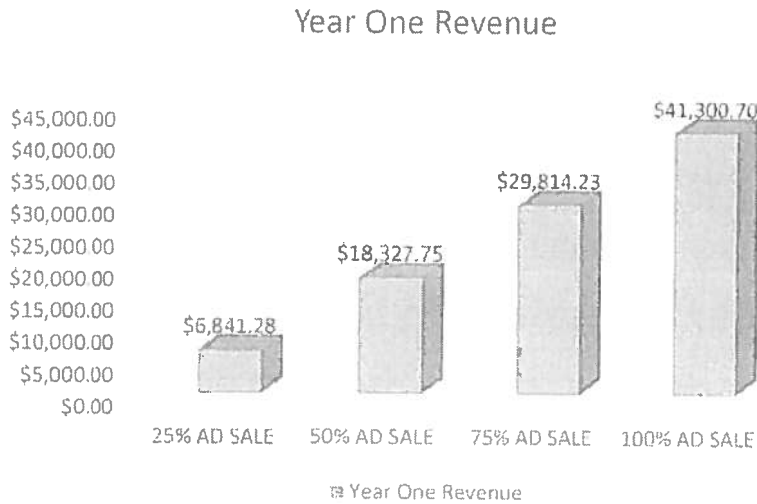
“REVENUE FROM NETWORK” is defined as any earnings that come directly from the sale and placement of an advertisement on a beacon or geofence. “REVENUE FROM NETWORK” does NOT include any earnings from consulting fees, management fees, or any fees not associated with the direct placement of an advertisement onto the network.

“MANAGED SERVICES COST” is defined as human capital costs associated with uploading and monitoring advertisements and campaigns that are active on the City 2 City Network. These costs are calculated at 49.00 per beacon and geofence per month.

“COMMISSION” is defined at a 15% rate for any individual or agency that places an advertisement on the City 2 City network.

“ACCESS MOBILITY 24” is a partner company in which City 2 City has an existing revenue share with.

EXHIBIT B: Financial Projections at 100 Beacons and 10 geofences.



The above chart shows the revenue ONLY from the profit split.

At 50% advertisement sales, there will also be up to another \$72,000 that will be paid in local commissions from ad placements. On top of that, there will be increased tax revenue from the traffic driven into local business with City 2 City.

EXHIBIT C: Payment Schedule Example

Activation Date: March 1st 2016

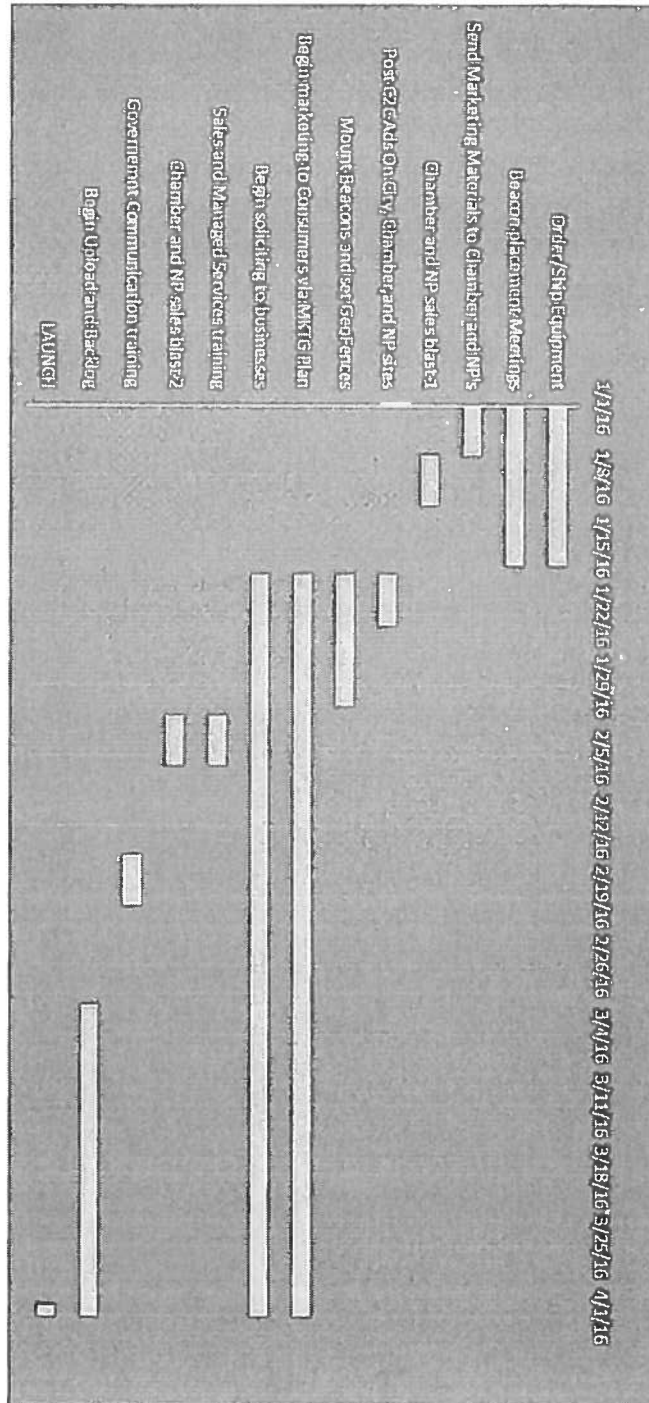
Beacons: 100 Geofences: 10 Ads Sold: 50%

Total Annual \$ for City: \$27,491.63

Month	Quarter	Payment Amount
		<ul style="list-style-type: none">Notes
Jan 1st	Q1	
		<ul style="list-style-type: none">City 2 City activates March 1st.
Apr. 1st	Q2	\$0.00
		<ul style="list-style-type: none">Q2 will be the first full quarter C2C will be active in your area.
July 1st	Q3	\$0.00
		<ul style="list-style-type: none">We prorate the first month and then begin the payment cycle
Oct. 1st	Q4	\$9,214.23
		<ul style="list-style-type: none">One Month of Q1, ceteris paribus = \$2,341.32One Quarter (Q2), ceteris paribus = \$6,872.91This total includes the prorated Q1 in which we were not active the entire Q.
Jan 1st	Q1	\$6,872.91
		<ul style="list-style-type: none">This is the payment for Q3After this quarter payments will remain at \$6,872.91, ceteris paribus

EXHIBIT D: Example TimeLine for C2C Implementation

Shown is a 90 Day Timeline. This timeline is a close representation to our roll out but we combined many smaller tasks into broader categories. A more detailed and amended (for launch date) Project Management timeline and sheet will be given upon approval.





CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: December 22, 2015

TO: Dave Ruller, City Manager

FROM: Bridget Susel, Community Development Director

RE: Update on Status of *Comprehensive Community Housing Study and Needs Analysis*

Over the past year, housing staff from the City's Community Development Department and Kent State University's Department of Student Affairs have been working with a consultant on the development and finalization of a *Comprehensive Community Housing Study and Needs Analysis*. The primary objectives to be achieved by conducting the *Study* include the development of a comprehensive inventory that identifies all of the various types of housing currently available in the City, and the collection of trend data that can be analyzed, in conjunction with the current inventory, to identify shortages and over-supply across all types of housing.

A draft of the full *Comprehensive Community Housing Study and Needs Analysis* is expected to be available for release by the 2nd or 3rd week of January 2016, but I would like to respectfully request time at the January 6, 2016 Committee session to provide Council with an informational update on some of the data that will be included in the *Study*.

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

Thank you.

Cc: Dan Morganti, Grants & Neighborhood Programs Coordinator

**City of Kent
Income Tax Division**

**November 30, 2015
Income Tax Receipts Comparison - (Excluding 0.25% Police Facility Receipts)**

Monthly Receipts

Total receipts for the month of November, 2015	\$1,262,728
Total receipts for the month of November, 2014	\$1,152,778
Total receipts for the month of November, 2013	\$1,042,418

Year-to-date Receipts and Percent of Total Annual Receipts Collected

	<u>Year-to-date Actual</u>	<u>Percent of Annual</u>
Total receipts January 1 through November 30, 2015	\$13,361,820	103.58%
Total receipts January 1 through November 30, 2014	\$11,895,160	90.80%
Total receipts January 1 through November 30, 2013	\$11,460,798	92.44%

Year-to-date Receipts Through November 30, 2015 - Budget vs. Actual

<u>Year</u>	<u>Annual Budgeted Receipts</u>	<u>Revised Budgeted Receipts</u>	<u>Year-to-date Actual Receipts</u>	<u>Percent Collected</u>	<u>Percent Remaining</u>
2015	\$ 12,900,000	\$ 12,900,000	\$ 13,361,820	103.58%	-3.58%

Comparisons of Total Annual Receipts for Previous Eight Years

<u>Year</u>	<u>Total Receipts</u>	<u>Percent Change From Prior Year</u>
2007	\$ 10,540,992	3.84%
2008	\$ 10,712,803	1.63%
2009	\$ 10,482,215	-2.15%
2010	\$ 10,453,032	-0.28%
2011	\$ 10,711,766	2.48%
2012	\$ 12,063,299	12.62%
2013	\$ 12,397,812	2.77%
2014	\$ 13,099,836	5.66%

Submitted by



Director of Budget and Finance

2015 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
(Excluding 0.25% Police Facility Receipts)
as of Month Ended November 30, 2015

Monthly Receipts				Comparisons	
Month	2013	2014	2015	Amount	Percent Change
January	\$ 897,977	\$ 935,222	\$ 1,133,206	\$ 197,984	21.17%
February	919,060	992,427	1,025,924	33,497	3.38%
March	988,906	1,027,737	1,092,324	64,587	6.28%
April	1,330,732	1,393,884	1,432,498	38,614	2.77%
May	1,021,364	1,029,906	1,188,681	158,775	15.42%
June	1,059,172	1,170,257	1,172,480	2,223	0.19%
July	967,424	1,073,397	1,844,744	771,347	71.86%
August	989,007	997,630	1,126,103	128,473	12.88%
September	1,205,984	983,247	934,913	(48,334)	-4.92%
October	1,038,755	1,138,675	1,148,218	9,543	0.84%
November	1,042,418	1,152,778	1,262,728	109,950	9.54%
December	937,014	1,204,676			
Totals	\$ 12,397,812	\$ 13,099,836	\$ 13,361,820		

Year-to-Date Receipts				Comparisons	
Month	2013	2014	2015	Amount	Percent Change
January	\$ 897,977	\$ 935,222	\$ 1,133,206	\$ 197,984	21.17%
February	1,817,036	1,927,649	2,159,130	231,481	12.01%
March	2,805,942	2,955,386	3,251,454	296,068	10.02%
April	4,136,674	4,349,270	4,683,953	334,683	7.70%
May	5,158,038	5,379,176	5,872,634	493,458	9.17%
June	6,217,210	6,549,433	7,045,114	495,681	7.57%
July	7,184,634	7,622,830	8,889,859	1,267,029	16.62%
August	8,173,641	8,620,460	10,015,961	1,395,501	16.19%
September	9,379,625	9,603,707	10,950,874	1,347,167	14.03%
October	10,418,380	10,742,382	12,099,092	1,356,710	12.63%
November	11,460,798	11,895,160	13,361,820	1,466,660	12.33%
December	12,397,812	13,099,836			
Totals	\$ 12,397,812	\$ 13,099,836			

2015 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
(Excluding 0.25% Police Facility Receipts)
as of Month Ended November 30, 2015

Monthly Receipts				Comparisons	
Month	2013	2014	2015	Amount	Percent Change
January	\$ 383,688	\$ 397,519	\$ 414,915	\$ 17,396	4.38%
February	353,861	361,700	380,146	18,446	5.10%
March	384,674	404,469	419,335	14,866	3.68%
April	396,905	412,661	421,050	8,389	2.03%
May	379,202	396,992	410,426	13,434	3.38%
June	413,558	425,614	445,804	20,189	4.74%
July	359,357	374,686	389,954	15,267	4.07%
August	375,619	389,902	400,211	10,309	2.64%
September	321,941	332,001	336,026	4,025	1.21%
October	392,945	407,748	407,766	17	0.00%
November	399,939	456,507	466,654	10,147	2.22%
December	441,408	418,293			
Totals	\$ 4,603,095	\$ 4,778,094	\$ 4,492,287		

Year-to-Date Receipts				Comparisons	
Month	2013	2014	2015	Amount	Percent Change
January	\$ 383,688	\$ 397,519	\$ 414,915	\$ 17,396	4.38%
February	737,549	759,219	795,061	35,842	4.72%
March	1,122,223	1,163,689	1,214,397	50,708	4.36%
April	1,519,127	1,576,350	1,635,447	59,097	3.75%
May	1,898,329	1,973,342	2,045,873	72,531	3.68%
June	2,311,886	2,398,956	2,491,676	92,720	3.87%
July	2,671,244	2,773,643	2,881,630	107,988	3.89%
August	3,046,863	3,163,545	3,281,842	118,297	3.74%
September	3,368,804	3,495,546	3,617,868	122,322	3.50%
October	3,761,748	3,903,294	4,025,633	122,339	3.13%
November	4,161,688	4,359,801	4,492,287	132,486	3.04%
December	4,603,095	4,778,094			
Totals	\$ 4,603,095	\$ 4,778,094			

2015 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
(Excluding 0.25% Police Facility Receipts)

Comparisons of Total Annual Receipts for Previous Eight Years

Year	Total Receipts	Percent Change
2007	\$ 3,707,931	4.68%
2008	\$ 3,919,539	5.71%
2009	\$ 4,090,788	4.37%
2010	\$ 4,267,465	4.32%
2011	\$ 4,246,372	-0.49%
2012	\$ 4,436,666	4.48%
2013	\$ 4,603,095	3.75%
2014	\$ 4,778,094	3.80%

2015 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
Police Facility Dedicated Income Tax Receipts - 1/9 of Total (0.25%)
as of Month Ended November 30, 2015

Monthly Receipts				Comparisons	
Month	2013	2014	2015	Amount	Percent Change
January	N/A	\$ 116,890	\$ 141,635	\$ 24,745	21.17%
February	N/A	124,039	128,226	\$ 4,187	3.38%
March	N/A	128,453	136,525	\$ 8,072	6.28%
April	N/A	174,216	179,042	\$ 4,826	2.77%
May	N/A	128,723	148,568	\$ 19,845	15.42%
June	N/A	146,266	146,544	\$ 278	0.19%
July	N/A	134,159	230,567	\$ 96,408	71.86%
August	N/A	124,690	140,747	\$ 16,057	12.88%
September	N/A	122,892	116,851	\$ (6,041)	-4.92%
October	N/A	142,318	143,511	\$ 1,193	0.84%
November	N/A	144,081	157,823	\$ 13,742	9.54%
December	N/A	150,569			
Totals	\$ -	\$ 1,637,295	\$ 1,670,040		

Year-to-Date Receipts				Comparisons	
Month	2013	2014	2015	Amount	Percent Change
January	N/A	\$ 116,890	\$ 141,635	\$ 24,745	21.17%
February	N/A	\$ 240,929	269,861	\$ 28,932	12.01%
March	N/A	\$ 369,382	406,386	\$ 37,004	10.02%
April	N/A	\$ 543,598	585,428	\$ 41,831	7.70%
May	N/A	\$ 672,321	733,997	\$ 61,676	9.17%
June	N/A	\$ 818,586	880,540	\$ 61,954	7.57%
July	N/A	\$ 952,745	1,111,107	\$ 158,362	16.62%
August	N/A	\$ 1,077,435	1,251,854	\$ 174,419	16.19%
September	N/A	\$ 1,200,327	1,368,705	\$ 168,378	14.03%
October	N/A	\$ 1,342,645	1,512,216	\$ 169,571	12.63%
November	N/A	\$ 1,486,726	1,670,040	\$ 183,313	12.33%
December	N/A	\$ 1,637,295			
Totals	N/A	\$ 1,637,295			

2015 CITY OF KENT, OHIO
Comparison of Total Income Tax Receipts - Including Police Facility Receipts
as of Month Ended November 30, 2015

Monthly Receipts				Comparisons	
Month	2013	2014	2015	Amount	Percent Change
January	\$ 897,977	\$ 1,052,112	\$ 1,274,841	\$ 222,729	21.17%
February	919,060	1,116,466	1,154,150	37,684	3.38%
March	988,906	1,156,190	1,228,849	72,659	6.28%
April	1,330,732	1,568,100	1,611,541	43,441	2.77%
May	1,021,364	1,158,629	1,337,250	178,620	15.42%
June	1,059,172	1,316,523	1,319,024	2,501	0.19%
July	967,424	1,207,556	2,075,311	867,755	71.86%
August	989,007	1,122,320	1,266,850	144,530	12.88%
September	1,205,984	1,106,139	1,051,764	(54,375)	-4.92%
October	1,038,755	1,280,993	1,291,729	10,736	0.84%
November	1,042,418	1,296,859	1,420,551	123,692	9.54%
December	937,014	1,355,243			
Totals	\$ 12,397,812	\$ 14,737,131	\$ 15,031,860		

Year-to-Date Receipts				Comparisons	
Month	2013	2014	2015	Amount	Percent Change
January	\$ 897,977	\$ 1,052,112	\$ 1,274,841	\$ 222,729	21.17%
February	1,817,036	2,168,578	2,428,991	260,413	12.01%
March	2,805,942	3,324,768	3,657,840	333,072	10.02%
April	4,136,674	4,892,868	5,269,381	376,513	7.70%
May	5,158,038	6,051,497	6,606,631	555,133	9.17%
June	6,217,210	7,368,020	7,925,654	557,634	7.57%
July	7,184,634	8,575,576	10,000,966	1,425,389	16.62%
August	8,173,641	9,697,896	11,267,815	1,569,919	16.19%
September	9,379,625	10,804,035	12,319,580	1,515,544	14.03%
October	10,418,380	12,085,028	13,611,309	1,526,280	12.63%
November	11,460,798	13,381,888	15,031,860	1,649,972	12.33%
December	12,397,812	14,737,131			
Totals	\$ 12,397,812	\$ 14,737,131			