



CITY OF KENT, OHIO

DEPARTMENT OF PUBLIC SERVICE

930 OVERHOLT RD., 2ND FLOOR, KENT, OHIO 44240 (330) 678-8105 FAX (330) 673-1893
www.kentohio.org

To: Dave Ruller, City Manager
From: Jim Bowling, City Engineer
Subject: Planning Consultant Recommendation
Date: June 2, 2008

After careful consideration, the consultant selection team would like to recommend that the City contract with Chan Krieger Sieniewicz for the design and planning of Downtown during redevelopment.

In order to arrive at this decision, a Selection Committee was formed including Gary Locke, Dan Smith, and myself. Three firms were then contacted for formal interviews based on recommendations from City Staff and outside sources. These three firms included Farr Associates, KKG, and Chan Krieger Sieniewicz. Farr Associates were very interested, but turned down the offer to be considered for the contract due to an inability to meet our schedule based on their summer workload. From there KKG and Chan Krieger Sieniewicz were interviewed and scored based on firm history / resume and team presentation. Attached are the scored interview sheets from each Committee Member for both firms.

Chan Krieger Sieniewicz has great experience working with municipalities especially those with universities and riverfronts. This firm understands the importance of a partnership with the University throughout the planning process. Additionally they understand our challenges, like parking and housing. Lastly, Chan Krieger Sieniewicz is proposing an "Action Plan" rather than a full-blown planning report and/or market analysis that we feel does not meet Kent's current needs.

C: Gary Locke
Dan Smith
Gene Roberts
Bill Lillich





NATIONAL TACTICAL OFFICERS ASSOCIATION

P.O. Box 797, Doylestown, PA 18901
Ph: 800.279.9127 Fax: 215.230.7552 www.ntoa.org



May 15, 2008

David Ruller, City Manager
215 E. Summit St
Kent, OH 44240

Ref: 25TH Annual NTOA Tactical Operations Course and Conference, Albuquerque, NM
September 14-19, 2008

Dear Mr. Ruller:

This year the NTOA is hosting its' Annual Tactical Operations Course and Conference in Albuquerque, NM from September 14-19, 2008. Personnel from Kent Police Department have historically participated as instructors and have provided outstanding professional training to students from all over the U.S., Canada and Europe. We anticipate more than 800 sworn law enforcement officers will attend this year's 25th Annual Conference.

With great pleasure, and on behalf of the NTOA, we are happy to invite Sgt. Sam Todd and Lt. Paul Canfield to represent Kent Police Department as guest instructors at our Conference. All of the instructors' expenses, including travel, lodging and meals will be paid by the NTOA, but a consultant fee is not offered to instructors for our annual conference.

The experience, knowledge and skills of these gentlemen, will undoubtedly enhance the NTOA's training program, and will bring special recognition to your agency for their outstanding contributions to this premier, national training event.

With the new and expanded conference format, instructors will have the opportunity to attend classes (if teaching schedule allows). These classes include dozens of topics from terrorism to tactical technology and crisis negotiations.

Your written response to this request, at your earliest convenience, will be greatly appreciated. You may contact me by email at Cmdr917@aol.com, or by phone at 800.279.9127, extension 114.

Thank you for your consideration of this request, and for your continued support of the NTOA and our National Conference. I look forward to hearing from you in the near future.

Sincerely,

John Gnagey
Executive Director

cc: Chief Peach

25th Annual NTOA Tactical Operations Conference
Albuquerque, NM September 14-19, 2008



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: JUNE 6, 2008
TO: KENT CITY BOARD OF ZONING APPEALS
FROM: HEATHER PHILE, DEVELOPMENT PLANNER *[Signature]*
RE: STAFF REPORT FOR THE JUNE 16, 2008 BOARD OF ZONING APPEALS MEETING



The following cases appear on the agenda for the June 16, 2008 Board of Zoning Appeals meeting:

NEW BUSINESS

CASE NO.: BZ08-010
APPLICANT: CITY OF KENT / MICHAEL HORNYAK
SITE LOCATION: 132 Crain Avenue
STATUS OF APPLICANT: The applicant is the owner of the property.
REQUESTED ACTION: The applicant is requesting an 8-foot variance from the 20-foot minimum ingress/egress driveway width to allow a driveway to be 12 feet wide (Section 1167.04(a)).
ZONING: This property is currently located in a R-3: High Density Residential zone district.
TRAFFIC: The property is accessible from Crain Avenue.
SURROUNDING LAND USES: The property is surrounded by other residential properties.
APPLICABLE CODE SECTIONS: 1167.04(a)
ANALYSIS:

This project involves the relocation of a driveway at 435 and 505 North Water Street to share the ingress/egress driveway with 132 Crain Avenue. The relocation is a result of the Crain Avenue bridge relocation project. When the bridge is relocated, North Water Street will be lowered, causing the slope of the driveway to 435 and 505 North Water to be steeper than code allows for driveways. This driveway will be eliminated, as it will be too close to the new intersection. The existing retaining wall will then be extended, and the concrete drive will be

removed. Emergency services will still be able to access the two houses from North Water Street, as there is a stairway that leads to the street.

The applicant is requesting an 8-foot variance from the 20-foot minimum wide ingress/egress driveway width to have a drive that connects the parking and drive area for 132 Crain Avenue to 435 and 505 North Water Street to be 12-foot wide. The property at 435 North Water Street is a multi-family structure, which requires the 20-foot wide drive. The new driveway will be asphalt. The property owner also plans to asphalt the parking area behind 435 and 505 North Water Street or the parking area at 132 Crain Avenue as well.

RECOMMENDATION:

Staff is recommending approval of the variance. Staff is also of the opinion that granting the variance would not be a detriment to the surrounding neighborhood or to the public interest. The granting of the variance would not materially impair the purpose of the zoning code.

CASE NO.: **BZ08-012**

APPLICANT: **SEAN BARRINGER**

SITE LOCATION: 915 Middlebury Road

STATUS OF APPLICANT: The applicant is the owner of the property.

REQUESTED ACTION: The applicant is requesting a 7-foot variance from the 10-foot minimum side yard setback to allow a new attached garage to be 3 feet from the southwest side property line.

ZONING: This property is currently located in an R-3: High Density Residential zone district.

TRAFFIC: The property is accessible from Middlebury Road.

SURROUNDING LAND USES: The property is surrounded by single-family residential on all sides.

APPLICABLE CODE SECTION: 1133.04(c)

ANALYSIS:

This project is located at 915 Middlebury Road and is currently zoned R-3: High Density Residential. This property is currently a single-family dwelling.

The applicant would like to construct an attached one-car garage onto the existing dwelling. The new garage would be 13 feet X 31 feet, running the length of the house. The extra space will be used for storage and possibly a small work area. Currently, the house sits approximately 16 feet from the side property line. With the new addition, the garage would sit three feet from the side property line. The applicant proposes to match the existing style of the house and would construct the garage in a way that would blend in with the neighborhood. The applicant has looked at constructing the garage behind the house in the rear yard, but decided that it would take up too much of the yard and would be too costly to extend the concrete drive.

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Staff Report to the Board of Zoning Appeals
June 16, 2008 meeting

The City of Kent Zoning Code states that dwellings in the R-3 zone district have a minimum side yard setback of 10 feet. Constructing a detached garage would also require a 10 foot side yard setback and the garage would have to be at least 15 feet away from the main structure.

RECOMMENDATION:

Staff is recommending approval of the variance. Staff is of the opinion that granting the variance would not be a detriment to the surrounding neighborhood or to the public interest, in that the applicant would make the garage blend in with the existing house and the architecture of the surrounding neighborhood. The granting of the variance would not materially impair the purpose of the zoning code.

cc: Applicants
Case file
Gary Locke, Community Development Director
Eric Fink, Asst. Law Director

Kent City Health Department
325 S. Depeyster Street
Kent, Ohio 44240
HEALTH BOARD MINUTES
May 20, 2008

Members Present

John Gwinn
Chris Woolverton
Tom Bialke
Pam Freeman

Absent

Susan Roxburgh
Jack Amrhein

Others Present

John Ferlito
John Bradshaw
Dr. Anthony Bartholomew
John Sniezek

John Gwinn called to order the Health Board meeting of May 20, 2008 at 5:35 p.m.

The minutes from the April 8, 2008, meeting were distributed and reviewed by the Health Board Members prior to the meeting.

Motion: A motion was made by Chris Woolverton and seconded Tom Bialke to approve the minutes of the April 8, 2008. The motion passed.

John Gwinn introduced and welcomed John Sniezek. Mr. Sniezek was invited to the meeting to discuss the new proposed Portage Community Health Resources Center. Mr. Sniezek stated that this project has been in discussion/negotiation for 5 years. Information was distributed to the Board members with statistics from the Akron Community Health Resources Center, information regarding the 5-year history for the Portage County project, as well as information regarding the Dental Clinic.

The Health center is intended to serve the medically needy, uninsured, Medicaid & Medicare participants, and those who are disadvantaged or have no access to medical care. Projected opening of the Portage County Health Center is October 1, 2008 if everything goes as planned.

The center hours will be Mon – Fri, 7:30a. To 5:00p and Saturday hours from 7:30a to 3:00p. There will be a combination of 3 full time and 1 half time as well as 7 part-time medical care providers. Dental care will also be provided Fridays & Saturdays. A Mental Health worker from Coleman Professional Services will also be on board as part of the staff.

It is anticipated that the center will care for about 70 patients per day. There are no barriers to access medical care. There is a sliding fee scale based on 2008 Federal Poverty Guidelines and co-pays will be requested of every patient. However, care will not be rejected for non-payment.

There will also be a prescription program, and a pharmacist will be on staff. A community board will be established which must be made up of at least 51% of users of the Health Center.

Statistical Report for April 2008 No Issues.

Expenditures and Encumbrances for April 2008:

VENDOR	ITEM DESCRIPTION	AMOUNT
Treasurer, State of Ohio	FSO Transmittal fees for March	\$378.00
Treasurer, State of Ohio	FSO Transmittal fees for March	\$112.00
Kent Office Supply	Navy Task Chair & wide lip economy chair mat	\$119.98
Robinson Memorial Hosp.	Indigent laboratory services for Kent resident	\$14.50
TCS Home Remodeling	Board of up vacant and open 223 Harris	\$55.00
Record Courier	EPA Mandated IPP – SNC list publication	\$30.00
Alloway	EPA Mandated Annual Priority Pollutant Analysis	\$1,537.90
APG, Inc.	DMRQA Study 28 testing materials	\$985.00
Bissler & Sons	Indigent Burial of Kent Resident	\$1000.00
Standard Register	Printing of Register receipts for Chase machine	\$424.44
Rohrich Corp.	Printing letterhead & #10 envelopes with Dept. logo	\$472.00
Thomson West	Subscription fees to receive ORC updates	\$72.00
Dr. Anthony Bartholomew	Blanket PO to make quarterly payments as per Medical Director's contract from Oct 2007 - Oct 2008	\$1,875.00
	TOTAL	\$7,075.82

Travel & Reimbursements		
Jonnette Demboski	Reimbursement for mileage for the month of March	\$18.88
J. Fertio, Dr. Bartholomew	Registration fee to attend Public Health Combined Conference May 12 – May 14.	\$365.00
Sheri Banks	Reimbursement for replacement of steel toed shoes	\$69.95
Jonnette Demboski	Reimbursement for mileage for the Month of April	\$74.08
		\$527.91

Motion: A motion was made by Pam Freeman and seconded by Tom Bialke to approve the expenditures and encumbrances for March 2008. The motion passed.

Commissioner's Report

Chipotle Food borne illness Incident details:

- April 18, 2008, the Kent Health Department receive reports that 13 people had been seen in Robinson Memorial Emergency Room late Thursday and early Friday morning with symptoms that included severe nausea, vomiting and diarrhea. The patients seem to all have eaten at Chipotle Mexican Restaurant, in the last 72 hours. An inspection of the

restaurant was conducted at 10:00 AM, the Supervisor of the restaurant was informing about the illnesses and District manager was called and informed. The inspection showed no violations of the Food Service Code. Chipotle was then asked to check if any the employees had been ill in last week. Portage County Public health Nurses after receiving a call from Kent State Medical Center of similar type symptoms seen at emergency room were being seen at the Kent State Clinic. Public Health Nurses went to Kent State Clinic to due possible food out break interviews and obtain stool samples.

- In reviewing the interviews of patients that had sought treatment, it was epidemiologically evident that the source of outbreak was the Chipotle Mexican Restaurant. The District Manager was informed that the ill patients being seen all had Chipotle in Kent as the common source. I also spoke with the corporate wellness person for Chipotle. I explained the symptoms were seen and average incubation time period. The District Manager agreed to close the store at 12:30 P.M. on 4-18-2008. Samples of food were collected from front food prep line to be sent too Ohio Department of Health for sampling. The District Manager explained that corporate had made the decision to close for 24 hours, bring in a cleaning crew and sanitize all surfaces and equipment with 10% Chlorine solution, throw out all existing food in the store and replace the workforce in the store for 48 hours, as well as interview staff that may have been ill.
- On April 18, 2008 at 4:00 P.M. a news conference at Kent City Hall was conducted to inform the Public of the status of the outbreak at Chipotle. A news release was faxed to local news outlets and Phone No# listed to report cases.
- On April 19, 2008 after inspection confirming the cleaning of all equipment and discarding of all food and change in work force, Chipotle re-opened for business at 12:00 P.M.
- There were no new cases attributed to patrons who ate at restaurant after it re-opened.
- 509 reports of illness were reported to the departments, Hospital and Kent State Med. Center.
- 99 patients were treated for symptoms at Kent State Med. Center and Robinson Memorial Hospital
- 11 employees that work at Chipotle reported being ill.
- 8 stool samples were tested by Ohio Department Health all were negative for Salmonella, Shigella, E.Coli 0157 Staphyenterotoxin
- 8 Stool samples tested by Oho Department of Health for virus, 7 were positive for the norovirus and one negative.
- Food samples from the restaurant and 5 samples of food from people ill were all found to be negative for Staphyenterotoxin, E. Coli 0157, Salmonella, Shigella & Fecal Coliforms.

Old Business

The draft 2007 Health Department Newsletter was distributed for the Board's review and comments included: Front Page: Remove 2007 reference in the title 2007 Health Programs Summaries and in continuation on page 2; In the Pandemic Flu FAQ's section, Add: a reference to Pandemic planning website, for what families needs to prepare.

Adopt A Spot – 1:00 p.m. Thursday, for planting.

New Business

Standard Operating Procedures. John Gwinn asked if there is a procedures manual for Health Department functions, (i.e. how school's are inspected, How Vital Stats are handled, administrative procedures, etc.) John Gwinn asked John Bradshaw if there were standard operating procedures for Pretreatment or the Water Reclamation facility? John Bradshaw stated that here is no administration piece of the delegated responsibilities in a formal manual, but the procedures themselves as to collection, testing, reporting, those are all in a standardized format.

John Gwinn spoke about recent meetings he attended. The Hyper-vigilance presentation at KSU was very interesting and informative. He also attended as part of the Combined Public Health Conference, a presentation given by a Planner from Columbus titled "Healthy Places" helped me realize that there is more and more evidence that how we design the environment can really affect the health of the public. For instance, the presence of sidewalks encourages more walking. Tying communities together builds a better sense of what people do and where they live. Kent is on the verge of some significant changes in future, by way of possible an inner mobile transportation facility, and extending bike path sections, etc. It might help if the Board of health drafted a resolution encouraging the city to try to make use of good environmental principles as the planning commission and zoning commission looked at plans that came before them encouraging them to use best practices in community planning.

Quarterly Report from Townhall II was reviewed for January, February & March 2008.

Adjourn

John Gwinn adjourned the meeting May 20, 2008 with no objection.

Approved:

John Gwinn, President

John Ferlito, Secretary

KENT HEALTH DEPARTMENT STATISTICAL REPORT 2008

	May 08	YTD 2008	May 07	YTD 2007
HEALTH DEPT. \$ COLLECTED				
FamAbuse fund	\$ 328.50	\$ 1,995.00	\$ 400.50	\$ 2,073.00
Vital Stats	\$ 1,642.50	\$ 9,975.00	\$ 2,002.50	\$ 10,365.00
Child Abuse	\$ 657.00	\$ 3,990.00	\$ 801.00	\$ 4,146.00
State VS	\$ 1,095.00	\$ 6,650.00	\$ 1,335.00	\$ 6,910.00
B Perm Rev	\$ 12.50	\$ 64.00	\$ 9.50	\$ 61.00
B Perm State	\$ 62.50	\$ 320.00	\$ 47.50	\$ 305.00
Food Estab.	\$ 0.00	\$ 9,892.80	\$ 0.00	\$ 8,627.40
Food Service	\$ 105.00	\$ 35,820.00	\$ 665.00	\$ 35,385.00
FSO Vending	\$ 28.00	\$ 1,008.00	\$ 0.00	\$ 1,092.00
Home Sewage	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Housing	\$ 2,085.00	\$ 18,705.00	\$ 5,131.00	\$ 21,496.00
Swim Pools	\$ 2,150.00	\$ 2,150.00	\$ 2,580.00	\$ 2,580.00
SolWst(Trks)	\$ 375.00	\$ 690.00	\$ 270.00	\$ 450.00
Tattoo Parlors	\$ 0.00	\$ 300.00	\$ 0.00	\$ 400.00
*Misc(Xerox, etc.)	\$ 2.50	\$ 5.50	\$ 30.10	\$ 187.85
Septic Service	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
ST Subsidy	\$ 523.00	\$ 543.00	\$ 0.00	\$ 0.00
TOTAL COLLECTED	\$ 9,066.50	\$ 92,108.30	\$ 13,272.10	\$ 94,078.25
 TO STATE				
FamAbuse fund	\$ 318.64	\$ 1,935.14	\$ 388.48	\$ 2,010.79
Food Estabs	\$ 0.00	\$ 140.00	\$ 56.00	\$ 952.00
Bur.Permits	\$ 62.50	\$ 320.00	\$ 47.50	\$ 305.00
Child Abuse	\$ 637.29	\$ 3,896.22	\$ 776.97	\$ 4,021.62
State VS	\$ 1,095.00	\$ 6,650.00	\$ 1,335.00	\$ 6,630.00
Food Service	\$ 0.00	\$ 4,004.00	\$ 0.00	\$ 2,968.00
Food Vendors	\$ 6.00	\$ 204.00	\$ 0.00	\$ 262.00
Swim Pools	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Wells	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 2,119.43	\$ 17,149.36	\$ 2,603.95	\$ 17,149.41
 TOTAL ASSETS	\$ 6,947.07	\$ 74,958.94	\$ 10,668.15	\$ 76,928.84
+Admin fee to Vital Stats	\$ 29.57	\$ 179.56	\$ 36.05	\$ 186.59
-3% FamAbuse	\$ 9.86	\$ 59.86	\$ 12.02	\$ 62.21
-3% ChildAbuse	\$ 19.71	\$ 119.70	\$ 24.03	\$ 124.38

*50 Xerox Copies

STATISTICAL REPORT Cont.

May 08

YTD 2008

May 07

YTD 2007

INSPECTIONS

Animal Bites	5	12	7	19
Complaints	74	324	36	174
Food Estabs	11	84	6	60
Food Service	57	343	33	207
FSO Vending	13	36	4	41
Home Sewage	0	0	0	0
Housing	131	528	80	402
Schools	3	4	6	23
Solid Waste	0	1	19	21
Swimming Pls	12	33	13	33
Septic Haul.	26	26	0	0
Tattoo Parlors	0	4	0	4
Other	0	0	0	0
TOTAL	332	1,395	204	984

PERMIT/lic.

Food Estabs	0	34	2	35
Food Service	0	113	0	106
FS Vending	1	37	0	40
Home Sewage	0	0	0	0
Housing	24	151	44	154
Solid Waste	18	19	19	28
Swim Pools	10	10	11	11
Septic Haul.	0	0	0	0
Tattoo Parlors	0	4	0	4
Other	0	0	0	0
TOTAL	53	368	76	378

MOSQ.CONT.

Sites Treat.	24	24	11	11
Adulticide	0	0	1	1
Tot Man Hrs	10	10	8	10

COMPLAINTS

Received	12	100	19	84
Abated	11	90	16	73

LEGAL.COMPL.

Filed	0	0	0	0
Pre-trials	0	1	0	0
Trials	0	0	0	0

COMM.DISEASE

53	519	57	432
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VNA CLINICS IMMUNIZATIONS

18	35	0	22
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BIRTH/DEATH CERTS. ISSUED

219	1330	267	1326
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