

MEMORANDUM
DEPARTMENT OF COMMUNITY DEVELOPMENT
City of Kent

Date: December 6, 2019

To: Hope Jones, Law Director

From: Jennifer Barone, Development Engineer

Re: Zoning Text Amendment
I: Industrial

Copy: Dave Ruller, City Manager
Bridget Susel, Director of Community Development
Eric Fink, Assistant Law Director
Amy Wilkens, Clerk of Council
Melanie Baker, Service Director
James Bowling, City Engineer
file

On December 3, 2019 the Kent Planning Commission held a public hearing and discussed the proposed zoning change to Part 11 of the Kent Codified Ordinances (KCO) Section 1155 I: Industrial to add the term "serving" in 1155.05(a)(5) under the permitted uses section. The Planning Commission voted 4-0 to recommend that City Council not amend the zoning code text.

City Council must hold a public hearing, per Chapter 1111 of the Kent Zoning Code. The Clerk of Council shall, upon receipt of the Planning Commission recommendation regarding the proposed amendment, set a time for a public hearing within ninety (90) days from the date the Planning Commission recommendation is received. Notice of such hearing shall be publicized in a newspaper of general circulation in the City at least thirty (30) days prior to the hearing date.

The public hearing should be held prior to the Council Committee meeting. The advertisement needs to be in the newspaper no later than Sunday, January 5, 2020 for the hearing to be held at the February 5, 2020 Committee session.



CITY OF KENT, OHIO

Information Technologies Department
Memorandum

To: Dave Ruller, City Manager
From: Gary Bishop, IT Manager
Date: January 29, 2020
RE: New City of Kent Website

Beginning in 2018, City administration began planning for the development and launch of a new City of Kent website. The original municipal website had been in operation for over 15 years and as a result of the outdated software platform it ran on, the capabilities to make that website more accessible and user-friendly were extremely limited.

Due to the lack of flexibility in the original municipal website, City Departments branched off to create their own websites using newer software platforms that culminated in 5 different web locations for the City on the internet (excluding Kent Parks & Recreation) in which residents needed to navigate to find information on City services. The websites included:

1. Kentohio.org
2. Kentpd.org
3. Kentpublichealth.org
4. Destinationkent.com
5. Kent360.com

In late 2018, City administration released a Request for Proposals (RFP) for qualified firms to design, implement, and support a new City of Kent website. Five firms from across the United States responded to the RFP and after extensive review we selected CivicPlus as our preferred vendor.

CivicPlus builds websites exclusively for local governments. With over 20 years of experience and more than 3,500 local government clients across the United States and Canada, we were confident they could help the City of Kent provide exceptional online services that residents expect.

During the design, development, and launch of the new City of Kent website, CivicPlus migrated information from all five of the previously listed City websites, totaling 250 pages of content. This included thousands of attachments, images, and other important pieces of data. We were also assisted in the design of the website by local graphic design company Each + Every. Their designers helped craft the color schemes and updated the City Logo and Crest that will help to promote an invigorated brand for the City of Kent.

Kent residents are now able to enjoy secure, accessible, and ADA compliant online services in one central location that will meet their expectations for instant access to news, answers, and communication.

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

CC: Amy Wilkens, Clerk of Council

Pending List Update

February 2020

ADMINISTRATION

1) Study of pedestrians and vehicles, with consideration of four way stop signs or a method for making pedestrians cross safer in the downtown area. (4/15, 2/16)

Jim Bowling and his staff had previously evaluated the options to improve pedestrian safety in downtown and they installed mid-street pedestrian crossing signs on Water Street. In September 2018 the future of N. Water Street was the focus of a "Better Block" event that showcased the ideas and aspirations of the residents for safety improvements as well economic and cultural revitalization. Jim and his staff have also successfully secured \$1.1 million in State safety enhancement project funding that will be available in 2020 and is included in the City's approved 5-Year Capital Plan. The N. Water Street Project is progressing on schedule for construction to begin in 2020.

Recommendation: In 2019 Council indicated that staff had met the objectives of this referral but they wanted to keep it on the list so I recommend continuing this item on the list.

2) Sustainability Commission to come up with 10 action items to fend off global warming (7/14, 2/16)

The Sustainability Commission included an article in the Summer 2019 edition of the Tree City Bulletin that included 10 action items for people to take to reduce the rate of global warming. The Sustainability Commission has also been working on the development of a Climate Action Plan which when complete will include recommendations for actions that the City can take to reduce their carbon footprint and reduce global warming. The development of the Climate Action Plan is a multi-year effort which when complete will produce action items for Council to consider.

Recommendation: Retain on list until the Climate Action Plan is complete.

3) City Checkbook Online (3/15, 2/16)

With the change in the State Auditor the emphasis on this initiative has changed but the staff have continued to track the experiences of participating local governments. User feedback from the "free" software that allows cities to upload budget and spending information has not been very favorable. Software compatibility issues and the lack of explanations in the presentation of the data has in some communities led to more resident confusion and questions than clarity. With the change in the City's Finance Director position we'll review this option with her since she was Finance Director in Macedonia who participated in the program.

Recommendation: Maintain on the pending list.

4) Possible Sponsorship for Syrian Refugee Families (12/15)

This motion was researched and options were presented to City Council. Council decided to fold this item into the One Kent project which is now the Kent Community Heart & Soul project. The change in national immigration policies has cut the number of refugees allowed to enter the U.S. each year and as a result the International Institute of Akron closed its "World Relief" refugee assistance center in Akron in 2019. That Center had provided us with a list of refugee needs, e.g., food, blankets, etc., and staff shared that list with Council. In 2016 a reported 12,587 Syrian refugees came to the United States – but that number dropped to a total of 62 Syrian refugees in 2019. As a result the future of the local refugee assistance programs is unclear.

Recommendation: Retain on the list pending for possible reconsideration as the Community Heart & Soul project continues to progress and immigration policies possibly change.

5) Explore Senior Center Advisory Committee. (10/17)

Council has had a couple of presentations and discussions in Committee of the Whole regarding the availability of services/facilities/housing/etc., for seniors in Kent. In a work-session Council also brought in speakers that provide senior services in areas around Kent to share the types of services/facilities that they provide. Council referred the topic of a senior center to Kent Parks and Recreation for further review and recommendations. Individual Council members have made subsequent motions to resume the conversation on senior services in Committee but those motions failed to pass pending the future recommendations from Parks and Recreation.

Recommendation: With a new Parks Director and the start of P&R Master Plan update which could include references to senior services, programs and facilities I recommend retaining this item on the pending list.

6) Discussion of Flash Fleet Bicycles (9/19)

The staff provided City Council with a presentation on the Flash Fleet bike program at the November 6, 2019 Council Committee meeting.

Recommendation: Remove from the pending list.

7) Review and Discuss Unattended Vehicle Idling in the City (9/19)

Staff has researched this issue and presented Council with the findings at the February 5, 2020 Council Committee meeting.

Recommendation: Remove from the pending list.

8) Conflict of Interest for Boards and Commissions (12/19)

Staff is working on this item and it should come back to Council for discussion in Spring-Summer 2020.

Recommendation: Retain on the pending list.

Council Committees

Community Development Committee

1) Senior Housing Discussion (6/17)

Council has had a couple of presentations and discussions in Committee of the Whole regarding the availability of services/facilities/housing/etc., for seniors in Kent. In a work-session Council also brought in speakers that provide senior services in areas around Kent to share the types of services/facilities that they provide. City staff have met with developers of senior housing projects to promote Kent as a new project opportunity. Staff has worked with existing residents of senior housing units in Kent to help resolve tenant-management disputes. Staff are currently working with KSU to prepare bid documents for interest in an "inter-generational village" on the KSU grounds at the former Allerton apartment complex.

Recommendation: I believe that staff have met the objectives of this referral but since work is ongoing I recommend retaining this item on the pending list.

Land Use Committee

1) Simple Recycling (6/17)

Council's legislation (draft #2017-84) failed on 2nd reading and Council acted to postpone this item indefinitely and place it on the pending list. In January 2020 staff participated in a regional meeting where the topic of the performance of Simple Recycling services in area cities came up. Participating cities spoke highly of the service and indicated that it has not reduced donations to area nonprofits.

Recommendation: Retain on pending list.

Streets, Sidewalks, & Utilities Committee

- 1) Consideration of 3rd Category for Sidewalk and Curb Replacement (4/18)
- 2) Review the Cost to Fix the Known Sidewalk Problems and Come up with a Plan for a more Comprehensive Plan (11/15)
- 3) Sidewalk Upkeep Discussion (9/18)

Staff provided Council with 3 Committee sessions covering the topics of the sidewalk referral items in January, February and December 2019. The outcome of those meetings included new sidewalk repair options for residents, Code clarifications and new public information items.

Recommendation: Remove from the pending list.

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jon Giaquinto

DATE: 1/17/20

RE: North Water Street Improvement Project – Temporary Easement Donations

Engineering is requesting council time to seek approval and acceptance of donations from two property owners for temporary easements within the project limits. The project is anticipated to start construction in 2020.

<u>Property Owner</u>	<u>R/W Plan Number</u>	<u>Take Description</u>	<u>Amount</u>
Stephen John Balazs Trustee of the Balazs Family Trust	1-TV	Temporary	Donation
Richard T. Weiss	2-TV	Temporary	Donation

The property owners were advised of their property rights in writing with the attached donation letter and willingly waived their rights to an appraisal of the land, a written offer for the fair market value of the land, negotiation of an acceptable offer with the City or within a court of law and payment of the fair market value before surrendering possession. This follows the federal right-of-way acquisition process which is required for the city to use federal funds.

C: Melanie Baker, Service Director
Jim Bowling, City Engineer
Hope Jones, Law Director
David Coffee, Budget and Finance Director
Sandy Lance, Law Secretary

DONATION LETTER

January 8, 2020

Stephen John Balazs, Trustee of the
Balazs Family Trust dated February 6, 2003
223 North Water Street
Kent, Ohio 44240

Re: POR-North Water Street
237 North Water Street, Parcel 1-TV
PID 109347

Dear Mr. Balazs:

Your real property is needed by the City of Kent for a transportation improvement project. As such, you are hereby advised that you have the right to have your property appraised by a competent appraiser and you have the right to accompany the appraiser on the inspection of your property. You have the right to be provided a written offer for the full amount of the fair market value as determined by the agency based upon the appraisal. You have the right to negotiate with the agency and if an acceptable agreement cannot be reached, the right to have the value determined by a court of law. You also have the right to be paid the full amount of the fair market value before being required to surrender possession of your property. Notwithstanding these rights, we understand you are willing to waive all, or any part of your rights noted and willingly agree to donate the property needed for the transportation project. The property is described in the attached Exhibit A which is incorporated herein.

Please be advised that if you desire to use the donation for a tax deduction, you should seek advice from the Internal Revenue Service or a tax expert regarding the current rules for appraisal valuation.

Respectfully,

James S. Bowling, PE
Deputy Service Director/Superintendent of Engineering
City of Kent

The undersigned hereby acknowledges that he/she has been fully advised by a City of Kent representative of his/her rights reflected above and agrees to: (1) Waive the right to receive just compensation for the property, (2) Release the City from obtaining an appraisal of the acquired property and (3) Execute the necessary conveyance instrument to transfer said property to the City of Kent.

Property owner signature

Date

Stephen John Balazs, Trustee of
the Balazs Family Trust dated February 6, 2003
Print name

LPA RE 807-D
Rev. 10/2017

TED
LPA

TEMPORARY EASEMENT

Stephen John Balazs, Trustee of the Balazs Family Trust dated February 6, 2003, the Grantor(s), as a DONATION, does grant to the City of Kent, Ohio, the Grantee, the temporary easement(s) to exclusively occupy and use for the purposes mentioned in Exhibit A the following described real estate:

PARCEL(S): 1-TV

POR-North Water Street

SEE EXHIBIT A ATTACHED

Portage County Current Tax Parcel Nos. 17-024-20-00-042.000 & 17-024-20-00-043.000
Prior Instrument Reference: Instrument 200336747, Portage County Recorder's Office.

To have and to hold the temporary easement(s), for the aforesaid purposes and for the anticipated period of time described below, unto the Grantee, its successors and assigns.

The duration of the temporary easement(s) granted to the Grantee is twelve (12) months immediately following the date on which the work described above is first commenced by the Grantee, or its duly authorized employees, agents, and contractors.

The temporary easement(s) interest granted is being acquired by Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public road.

IN WITNESS WHEREOF Stephen John Balazs, Trustee of the Balazs Family Trust dated February 6, 2003, has hereunto set his hand on the ____ day of _____, 20_____.

THE BALAZS FAMILY TRUST DATED FEBRUARY 6, 2003

By: Stephen John Balazs, Trustee

STATE OF OHIO, COUNTY OF PORTAGE SS:

BE IT REMEMBERED that on the _____ day of _____, 20 _____ before me the subscriber, a Notary Public in and for said state and county, personally came the above named Stephen John Balazs, Trustee of the Balazs Family Trust dated February 6, 2003, who acknowledged the foregoing instrument to be his voluntary act and deed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year last aforesaid.

NOTARY PUBLIC

My Commission expires: _____

This document was prepared by or on behalf of the City of Kent

EXHIBIT A

RX 287 TV

Page 1 of 2

Rev. 12/16

Ver. Date 12/10/2019

PID 109347

**PARCEL 1-TV
POR-NORTH WATER STREET
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
RECONSTRUCT PARKING LOT
FOR 12 MONTHS FROM DATE OF ENTRY BY THE
CITY OF KENT, PORTAGE COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Kent, County of Portage, State of Ohio, and being part of Original Franklin Township Lot 24, being also part of Lots 4 and 5 of Block 10 of the Original Plat of the Town of Franklin (now City of Kent) per Deed Volume 25, Page 132, this and all further references made to the Portage County Recorder records, being also part of a parcel of land, now or formerly owned by Stephen John Balazs, Trustee of the Balazs Family Trust dated February 6, 2003 per Image Number 200336747, and being further described as follows:

Commencing at a point at the Grantor's northwest corner, said point also being the northwest corner of Lot 4 of Block 10, and on the existing east right of way line of North Water Street (80 feet wide), being also the southwest corner of a parcel of land, now or formerly owned by Kent Wells Sherman House, Incorporated per Image Number 201219714, said point being 40.00 feet right of North Water Street centerline of right of way Station 25+78.91, said point also being the **TRUE POINT OF BEGINNING** for the following parcel of land herein described;

Thence S 89°56'49" E, 16.50 feet, along the Grantor's north line, the north line of Lot 4 and the south line of the Kent Wells Sherman House parcel, to a point, said point being located 56.50 feet right of North Water Street centerline of right of way Station 25+78.80;

Thence S 00°18'23" E, 36.62 feet, through the Grantor's parcel and into Lot 5, to a point, said point being located 56.50 feet right of North Water Street centerline of right of way Station 25+42.18;

Thence S 88°10'03" W, 16.51 feet, to point on the Grantor's west line and the existing east right of way line of North Water Street, said point being located 40.00 feet right of North Water Street centerline of right of way Station 25+41.74;

Thence N 00°18'23" W, 37.16 feet, along the Grantor's west line, the existing east right of way line of North Water Street, and the west line of Lots 5 and 4, to the point of beginning and containing 609 square feet of land, more or less.

EXHIBIT A

RX 287 TV

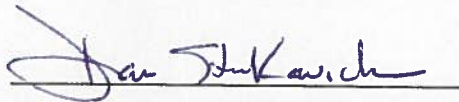
Page 2 of 2

Rev. 12/16

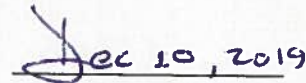
The above parcel is contained within Portage County Parcel Numbers 17-024-20-00-042.000 and 17-024-20-00-043.000

The above description was prepared by Dan Stankavich, Professional Surveyor Number 7122, on December 10, 2019 and is based on a survey made for AECOM and the City of Kent by Euthenics, Inc., by or under the direct supervision of Scott Horan, Professional Surveyor Number 8678, in March of 2019.

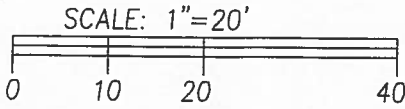
The bearing for the above description are based on the Ohio North Zone State Plane Coordinates, NAD83 (1986) datum.



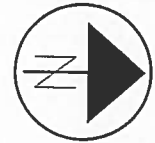
Dan Stankavich, P.S. 7122



Date



NORTH BASED ON GRID
OHIO NORTH ZONE



25 +50 26
N 00°18'23" W

NORTH WATER STREET 80' R/W

N 00°18'23" W
37.16'

25+41.74
40.00' RT

25+78.91
40.00' RT

EX R/W

EX R/W

**ALLEY NO. 2
20' WIDE**

S 88°10'03" W
16.51'

1-TV
609 S.F.

S 89°56'49" E
16.50'

S 00°18'23" E
36.62'

25+42.18
56.50' RT

25+78.80
56.50' RT

Kent Wells Sherman
House, Incorporated
Img. # 201219714

Stephen John Balazs, Trustee of
the Balazs Family Trust Dated
February 6, 2003
237 N. Water St.
Img. # 200336747

BLOCK 10

LOT 5

LOT 4

LOT 3

LOT 2

17-024-20-00-043.000

17-024-20-00-042.000

17-024-20-00-041.000



Dan Stankavich
DAN STANKAVICH, PS. 7122
12/10/2019
DATE

PARCEL 1-TV
POR-NORTH WATER STREET
CITY OF KENT, COUNTY OF PORTAGE,
STATE OF OHIO
PART OF ORIG. FRANKLIN TWP. LOT 24
PART OF ORIGINAL BLOCK 10, LOT 4 & 5
DEED VOL. 25, PAGE 132
DECEMBER 2019

AECOM

564 WHITE POND DRIVE AKRON, OHIO 44320-1100
(330) 836-9111

Name: 1-T

North: 544503.1281' East: 2282866.0363'

Segment #1 : Line

Course: N00° 18' 23"W Length: 37.16'
North: 544540.2876' East: 2282865.8376'

Segment #2 : Line

Course: S89° 56' 49"E Length: 16.50'
North: 544540.2723' East: 2282882.3376'

Segment #3 : Line

Course: S00° 18' 23"E Length: 36.62'
North: 544503.6528' East: 2282882.5334'

Segment #4 : Line

Course: S88° 10' 03"W Length: 16.51'
North: 544503.1248' East: 2282866.0319'

Perimeter: 106.79' Area: 608.73 Sq. Ft.

Error Closure: 0.0055 Course: S53° 57' 42"W

Error North: -0.00324 East: -0.00445

Precision 1: 19416.36

NOTES

ALL DIMENSIONS ARE MEASURED TO THE FACE OF THE CURB

ALL ELEVATIONS ALONG THE CURB ARE \pm ELEVATIONS. ADD 6-INCHES IN AREAS OF FULL HEIGHT CURB AND 1-INCH IN AREAS OF DROP CURB TO OBTAIN TOP OF CURB ELEVATIONS AT FACE OF CURB

CENTERLINE ELEVATIONS ARE AT 25' INTERVALS, UNLESS OTHERWISE NOTED

ALL STATIONING SHOWN IS ALONG THE CENTERLINE OF NORTH WATER STREET UNLESS OTHERWISE SHOWN.


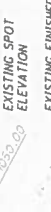

CONTRACTOR MAY ADJUST THE PLACEMENT OF CURB RAMPS IF EXISTING FIELD CONDITIONS WARRANT WITH THE APPROVAL OF THE ENGINEER.

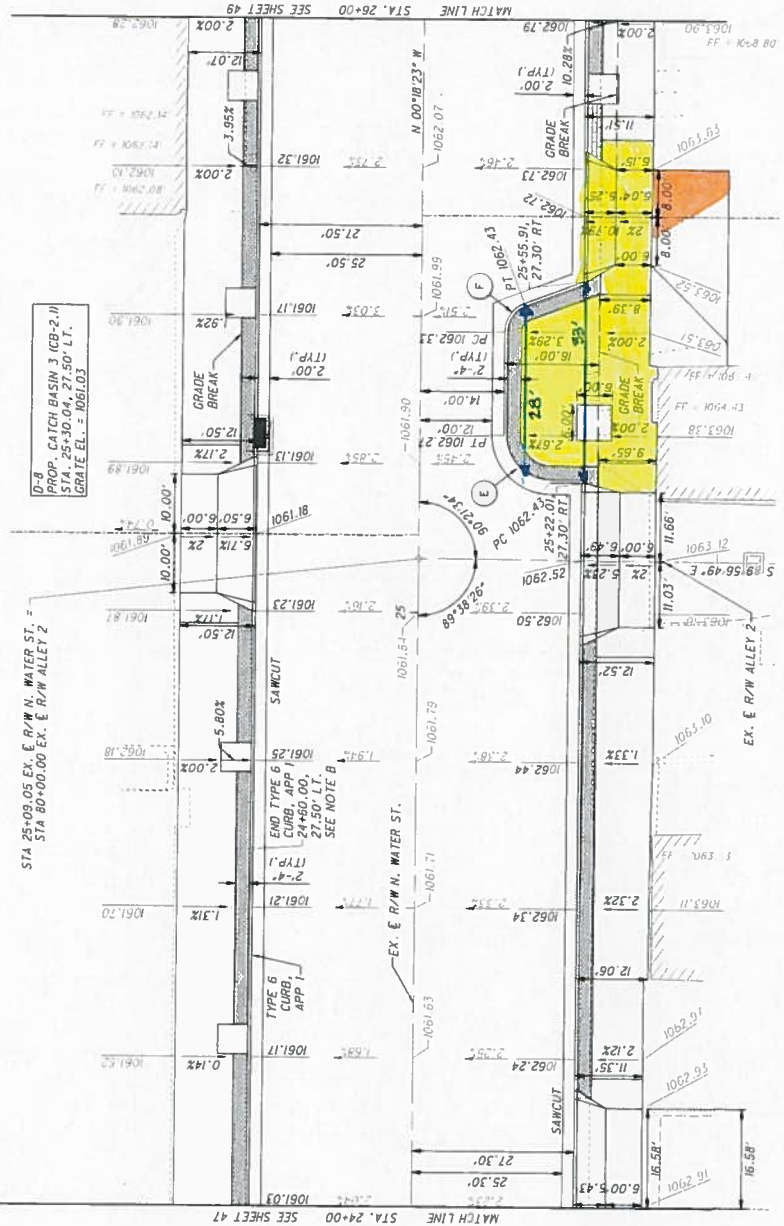
TRANSITION NEW CURB TO MATCH EXISTING CURB OVER 10'.

TRANSITION TYPE 6 CURB, APP 1 WITH 4" REVEAL TO TYPE 6 CURB WITH 6" REVEAL OVER 10'.

FOR PLAN AND PROFILE, SEE SHEET 41.

LEGEND

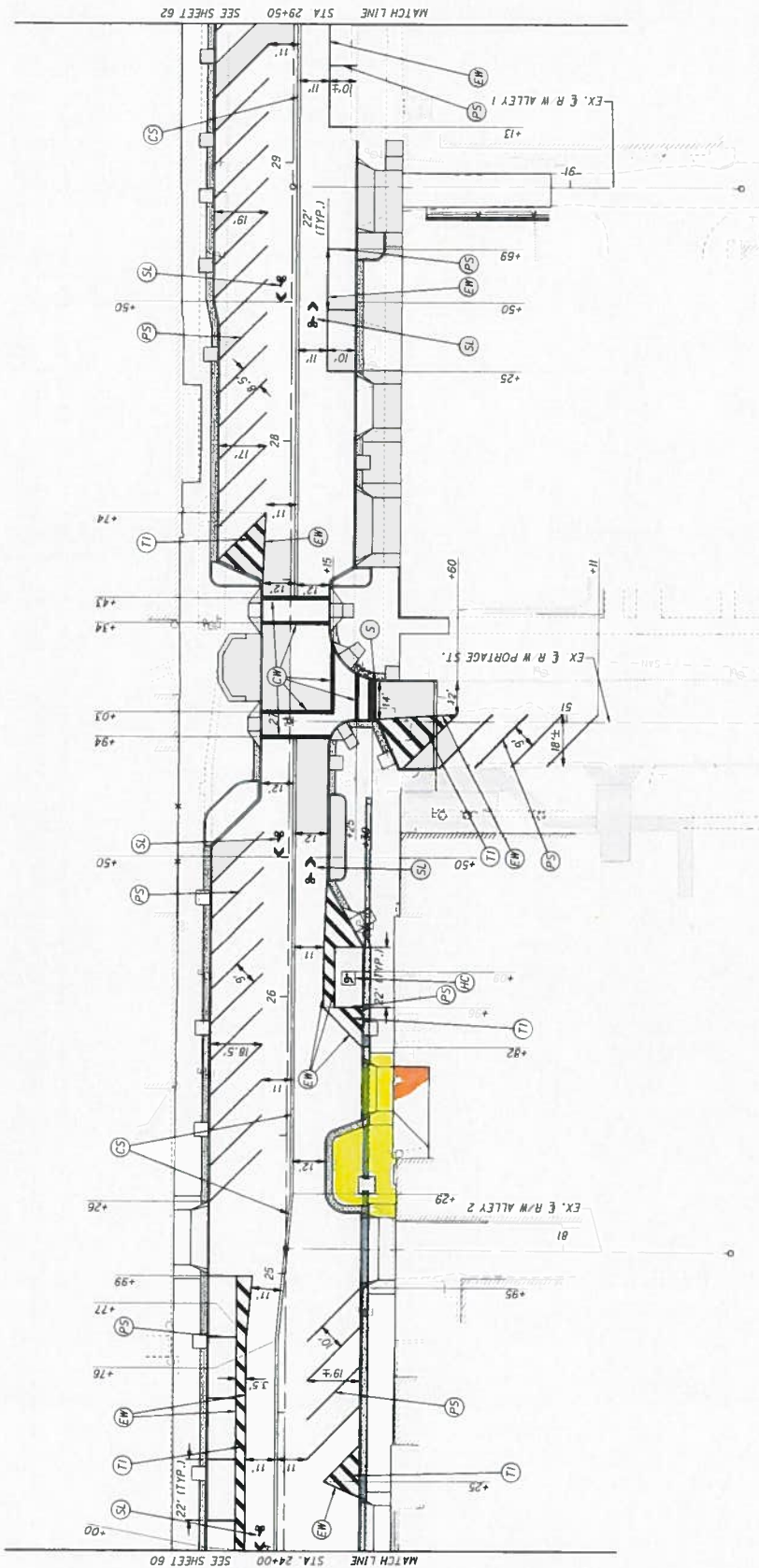
 PROPOSED SPOT ELEVATION
 EXISTING SPOT ELEVATION
 EXISTING FINISHED FLOOR ELEVATION



CURVE DATA

$\Delta = 89^\circ 47' 03''$
 $R = 5.00'$
 $T = 7.97'$
 $L = 12.54'$

$\Delta = 69^\circ 26' 26''$
 $R = 5.00'$
 $T = 3.46'$
 $L = 6.06'$



NOTES
FOR LEGEND, SEE SHEET 60.

DONATION LETTER

January 14, 2020

Richard T. Weiss
3833 Industry Road
Rootstown, Ohio 44272

Re: POR-North Water Street
313 North Water Street, Parcel 2-TV
PID 109347

Dear Mr. Weiss:

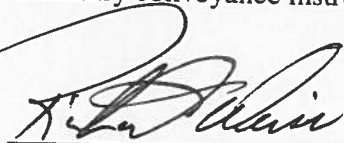
Your real property is needed by the City of Kent for a transportation improvement project. As such, you are hereby advised that you have the right to have your property appraised by a competent appraiser and you have the right to accompany the appraiser on the inspection of your property. You have the right to be provided a written offer for the full amount of the fair market value as determined by the agency based upon the appraisal. You have the right to negotiate with the agency and if an acceptable agreement cannot be reached, the right to have the value determined by a court of law. You also have the right to be paid the full amount of the fair market value before being required to surrender possession of your property. Notwithstanding these rights, we understand you are willing to waive all, or any part of your rights noted and willingly agree to donate the property needed for the transportation project. The property is described in the attached Exhibit A which is incorporated herein.

Please be advised that if you desire to use the donation for a tax deduction, you should seek advice from the Internal Revenue Service or a tax expert regarding the current rules for appraisal valuation.

Respectfully,

James S. Bowling, PE
Deputy Service Director/Superintendent of Engineering
City of Kent

The undersigned hereby acknowledges that he/she has been fully advised by a City of Kent representative of his/her rights reflected above and agrees to: (1) Waive the right to receive just compensation for the property, (2) Release the City from obtaining an appraisal of the acquired property and (3) Execute the necessary conveyance instrument to transfer said property to the City of Kent.



Property owner signature

1-14-2020
Date

Richard T. Weiss
Print name

LPA RE 807-D
Rev. 10/2017

TED
LPA

TEMPORARY EASEMENT

Richard T. Weiss, the Grantor(s), as a DONATION, does grant to the City of Kent, Ohio, the Grantee, the temporary easement(s) to exclusively occupy and use for the purposes mentioned in Exhibit A the following described real estate:

PARCEL(S): 2-TV

POR-North Water Street

SEE EXHIBIT A ATTACHED

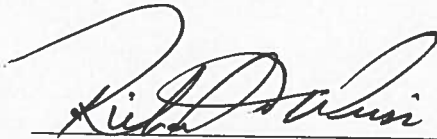
Portage County Current Tax Parcel No. 17-024-20-00-084.000
Prior Instrument Reference: 200123030, 200123031, 200123032, Portage County Recorder's Office.

To have and to hold the temporary easement(s), for the aforesaid purposes and for the anticipated period of time described below, unto the Grantee, its successors and assigns.

The duration of the temporary easement(s) granted to the Grantee is twelve (12) months immediately following the date on which the work described above is first commenced by the Grantee, or its duly authorized employees, agents, and contractors.

The temporary easement(s) interest granted is being acquired by Grantee for a public purpose, namely the establishment, construction, reconstruction, widening, repair or maintenance of a public road.

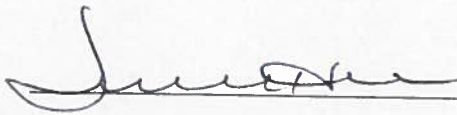

IN WITNESS WHEREOF Richard T. Weiss, has hereunto set his hand on the 14 day of JAN, 2020.


Richard T. Weiss

STATE OF OHIO, COUNTY OF PORTAGE SS:

BE IT REMEMBERED that on the 14 day of Jan, 2020 before me the subscriber, a Notary Public in and for said state and county, personally came the above named Richard T. Weiss, who acknowledged the foregoing instrument to be his voluntary act and deed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year last aforesaid.


 **TERESA A. HERR, NOTARY PUBLIC**
Residence - Portage County
State Wide Jurisdiction, Ohio
My Commission Expires Dec21,2020
NOTARY PUBLIC
My Commission expires: _____

This document was prepared by or on behalf of the City of Kent

EXHIBIT A

RX 287 TV

Page 1 of 2

Rev. 12/16

Ver. Date 12/10/2019

PID 109347

**PARCEL 2-TV
POR-NORTH WATER STREET
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
RECONSTRUCT PARKING LOT & RETAINING WALL
FOR 12 MONTHS FROM DATE OF ENTRY BY THE
CITY OF KENT, PORTAGE COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Kent, County of Portage, State of Ohio, and being part of Original Franklin Township Lot 24, being also part of Lot 6 of Block 11 of the Original Plat of the Town of Franklin (now City of Kent) per Deed Volume 25, Page 132, this and all further references made to the Portage County Recorder records, being also part of a parcel of land, now or formerly owned by Richard T. Weiss per Image Numbers 200123030, 200123031 and 200123032, and being further described as follows:

Commencing at a point at the Grantor's northwest corner, said point also being the northwest corner of Lot 6 of Block 11 and at the intersection of the existing east right of way line of North Water Street (80 feet wide) and the existing south right of way of Alley No. 1 (20 feet wide), said point being 40.00 feet right of North Water Street centerline of right of way Station 28+80.58, said point also being the **TRUE POINT OF BEGINNING** for the following parcel of land herein described;

Thence S 89°39'34" E, 58.00 feet, along the Grantor's north line, the north line of Lot 6 and the exist south right of way line of Alley No. 1, to a point, said point being located 98.00 feet right of North Water Street centerline of right of way Station 28+80.62;

Thence S 00°18'23" E, 13.31 feet, through the Grantor's parcel, to a point, said point being located 98.00 feet right of North Water Street centerline of right of way Station 28+67.31;

Thence S 89°39'34" W, 58.00 feet, to point on the Grantor's west line and the existing east right of way line of North Water Street, said point being located 40.00 feet right of North Water Street centerline of right of way Station 28+67.28;

Thence N 00°18'23" W, 37.16 feet, along the Grantor's west line, the existing east right of way line of North Water Street, to the point of beginning and containing 772 square feet of land, more or less.

EXHIBIT A

RX 287 TV

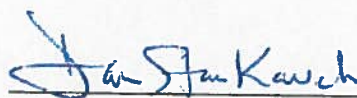
Page 2 of 2

Rev. 12/16

The above parcel is contained within Portage County Parcel Number 17-024-20-00-084.000

The above description was prepared by Dan Stankavich, Professional Surveyor Number 7122, on December 10, 2019 and is based on a survey made for AECOM and the City of Kent by Euthenics, Inc., by or under the direct supervision of Scott Horan, Professional Surveyor Number 8678, in March of 2019.

The bearing for the above description are based on the Ohio North Zone State Plane Coordinates, NAD83 (1986) datum.

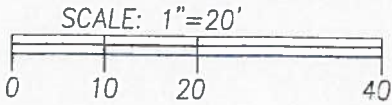


Dan Stankavich, P.S. 7122



DEC 10, 2019

Date



NORTH BASED ON GRID
OHIO NORTH ZONE

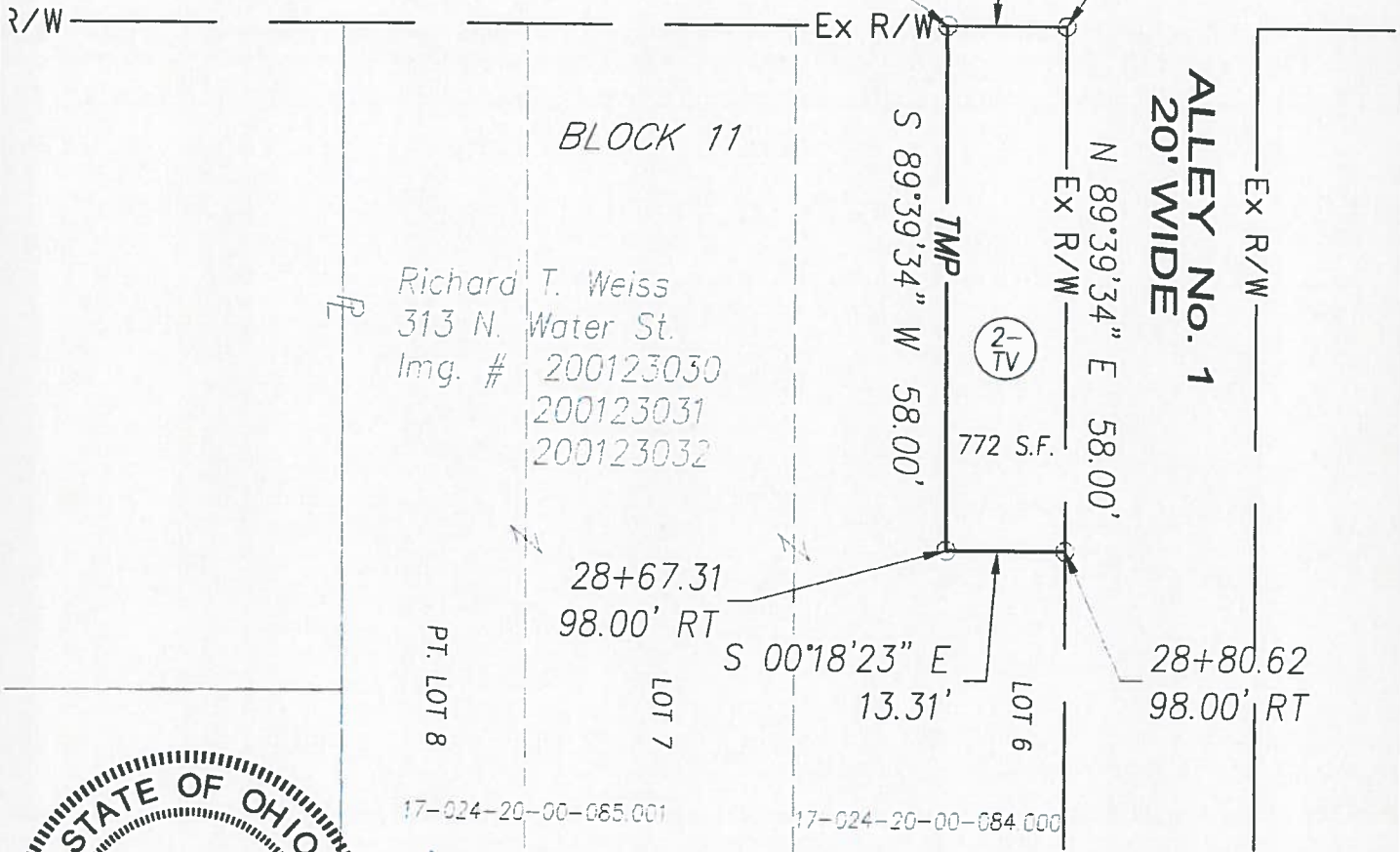


28 +50 29

N 00°18'23" W

NORTH WATER STREET 80' R/W

N 00°18'23" W
28+67.28 13.31'
40.00' RT 28+80.58
40.00' RT



Richard T. Weiss
313 N. Water St.
Img. # 200123030
200123031
200123032

ALLEY No. 1
20' WIDE

(2-TV)

772 S.F.

17-024-20-00-085.001

17-024-20-00-084.000



Dan Stankavich
DAN STANKAVICH, PS. 7122
12/10/2019
DATE

PARCEL 2-TV
POR-NORTH WATER STREET
CITY OF KENT, COUNTY OF PORTAGE,
STATE OF OHIO
PART OF ORIG. FRANKLIN TWP. LOT 24
PART OF ORIGINAL BLOCK 11, LOT 6
DEED VOL. 25, PAGE 132
DECEMBER 2019

Name: 2-T

North: 544844.5619' East: 2282925.3583'

Segment #1 : Line

Course: S89° 39' 34"W Length: 58.00'
North: 544844.2171' East: 2282867.3594'

Segment #2 : Line

Course: N00° 18' 23"W Length: 13.31'
North: 544857.5269' East: 2282867.2882'

Segment #3 : Line

Course: N89° 39' 33"E Length: 58.00'
North: 544857.8720' East: 2282925.2872'

Segment #4 : Line

Course: S00° 18' 23"E Length: 13.31'
North: 544844.5622' East: 2282925.3583'

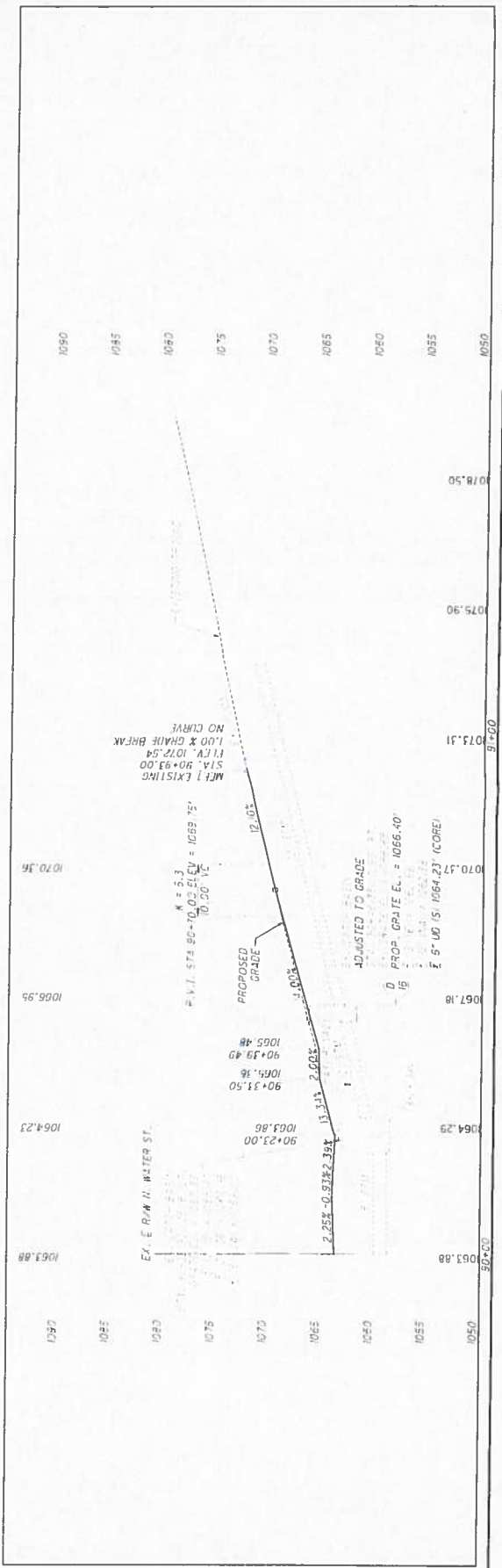
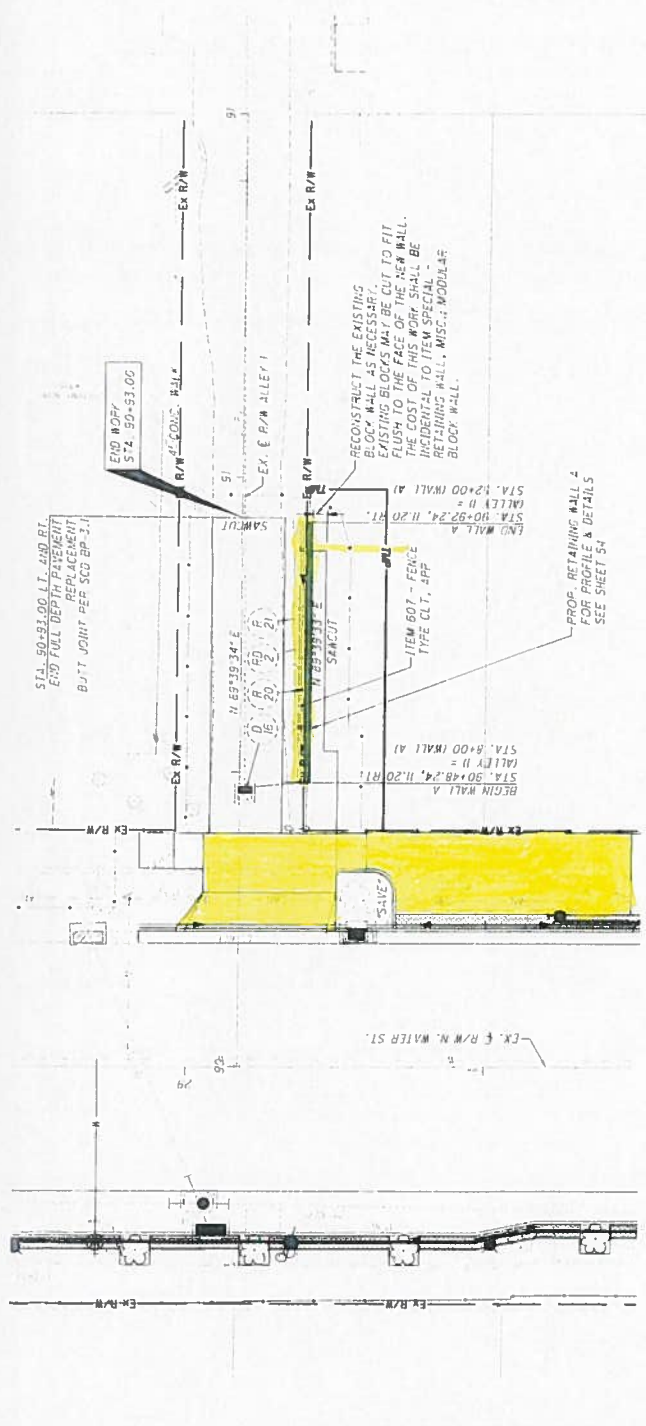
Perimeter: 142.61' Area: 771.70 Sq. Ft.

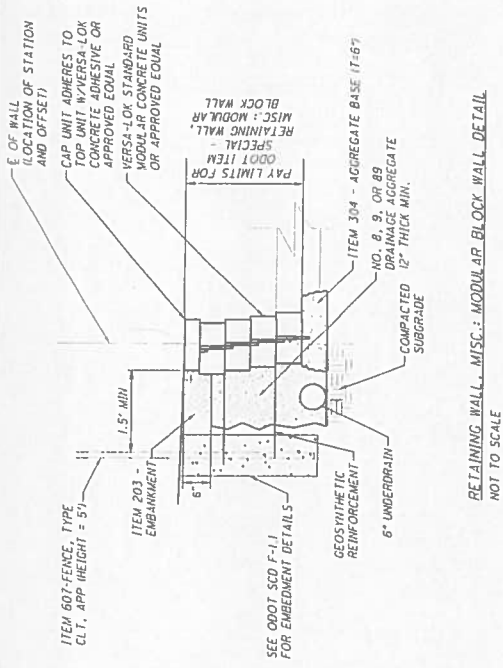
Error Closure: 0.0003 Course: N00° 20' 27"W

Error North: 0.00028 East: -0.00000

Precision 1: 475400.00

NOTES
 EOP LEGEND SEE WORK PLAN SHEET
 PLAN AND PROFILES, SHEETS 40-43.





RETAINING WALL, MISC.: MODULAR BLOCK WALL DETAIL
 NOT TO SCALE

0007 ITEM SPECIAL - RETAINING WALL, MISC.: MODULAR BLOCK WALL

RETAINING WALL SHALL BE SUPPLIED AND INSTALLED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS. MATERIAL, EQUIPMENT AND ALL INCIDENTALS REQUIRED TO COMPLETE THE WORK SHALL BE SUPPLIED BY VERSA-LOK OR APPROVED EQUAL. NO HOLLOW CORE BLOCKS WILL BE PERMITTED.

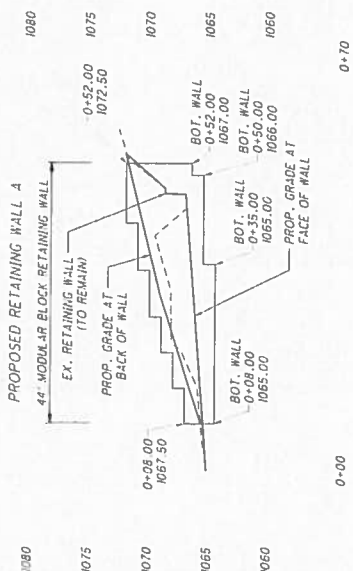
PAYMENT SHALL BE MADE FOR 0007 ITEM SPECIAL - RETAINING WALL, MISC.: MODULAR BLOCK WALL ON A PER SQUARE FOOT BASIS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INCIDENTALS REQUIRED TO COMPLETE THE WORK. THE CONTRACTOR SHALL COMPLETE IN PLACE WITH 6" UNDERDRAIN, FITTINGS AND CLEANOUT OUTLET TO THE NEAREST AVAILABLE CATCH BASIN OR AS SHOWN IN THE PLANS.

THE MESA SYSTEM SHALL UTILIZE THEIR STANDARD UNITS WITH TEHSAR GEORGRID STRUCTURAL GEORRID REINFORCEMENT AS DESIGNED BY THEIR ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND INCIDENTALS REQUIRED TO COMPLETE THE WORK. THE CONTRACTOR SHALL COMPLETE IN PLACE WITH 6" UNDERDRAIN, FITTINGS AND CLEANOUT OUTLET TO THE NEAREST AVAILABLE CATCH BASIN OR AS SHOWN IN THE PLANS.

THE KEYSTONE SYSTEM SHALL UTILIZE THEIR STANDARD UNITS WITH GEORRID AS DESIGNED BY THEIR ENGINEER. STANDARD VERSA-TUFF CONNECTION PINS, AND APPURTENANCES. MATERIAL FOR DRAINAGE AND BACKFILL SHALL BE AS RECOMMENDED BY THE MANUFACTURER.

THE FOLLOWING ESTIMATED QUANTITIES HAVE BEEN INCLUDED IN THE GENERAL SUMMARY FOR THE WORK NOTED ABOVE:

610. RETAINING WALL, MISC.: MODULAR BLOCK WALL 215 SQ. FT.



CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens
David Coffee

FROM: Jim Bowling *SB*

DATE: January 24, 2020

RE: ODOT POR-43D/59; PID 110168
Final Legislation, Contract Approval and Appropriations Requests

The Ohio Department of Transportation (ODOT) has requested final legislation and approval to execute a contract for the resurfacing of SR 59 (attached). The project previously received Kent City Council approval under resolution 2019-62. The project includes the resurfacing of SR 59 in Kent starting at the county line and continuing east for 1.6 miles to River Street. ODOT will be milling the existing pavement approximately 2", performing more extensive pavement repairs, and then adding two inches of new asphalt.

The project is scheduled to be advertised at the end of February, 2020 with construction anticipated to start in May, 2020. The schedule was accelerated due to the poor condition of the existing pavement.

The project budget has increased since the preliminary legislation was passed in 2019 due to the extensive amount of pavement repairs anticipated. Therefore, we are requesting \$80,000 in additional appropriations to complete the project.

The Service Department recommends approval to participate with ODOT on this project.

c: Melanie Baker
Pat Homan
Hope Jones
Sandy Lance
file



Bowling, James <bowlingj@kent-ohio.org>

FW: 110168 City Of Kent Final Legislation

Linda.Gabauer@dot.ohio.gov <Linda.Gabauer@dot.ohio.gov>

Wed, Jan 8, 2020 at 12:41 PM

To: "bowlingj@kent-ohio.org" <bowlingj@kent-ohio.org>

Cc: "Jim.Bruner@dot.ohio.gov" <Jim.Bruner@dot.ohio.gov>, "Lauren.Phillis@dot.ohio.gov" <Lauren.Phillis@dot.ohio.gov>, "Matthew.Chaney@dot.ohio.gov" <Matthew.Chaney@dot.ohio.gov>, "Steve.Rebillot@dot.ohio.gov" <Steve.Rebillot@dot.ohio.gov>

Dear Mr. Bowling:

Good morning. Attached is the Final Legislation and associated documents for the subject project. When the Final Legislation is passed, and the associated documents are complete, please scan and reply to all in this email.

If paying by check, it needs to be received by ODOT Central Office no later than February 14, 2020, to avoid delaying the project. Additional instructions are below.

Respectfully,

Linda Gabauer

330.786.2271

From: Rysavy, George**Sent:** Wednesday, January 8, 2020 8:10 AM**To:** Bruner, James <Jim.Bruner@dot.ohio.gov>**Cc:** Rebillot, Steven <Steve.Rebillot@dot.ohio.gov>; Gabauer, Linda <Linda.Gabauer@dot.ohio.gov>; Chaney, Matthew <Matthew.Chaney@dot.ohio.gov>; Ware, Helene <Helene.Ware@dot.ohio.gov>; Pritchard, Timothy <Timothy.Pritchard@dot.ohio.gov>**Subject:** 110168 City Of Kent Final Legislation

This office is transmitting herewith the following suggested final legislation documents for the City of Kent, relating to the above subject project:

- a - Sample Final Resolution
- b - Fiscal Officer's Certificate
- c - Contract
- d - Official Highway Invoice No. **11183**

Items **a**, **b**, and **c** are required to be executed in this chronological order to comply with Section 5705.41 and Chapter 5521, Ohio Revised Code. Also, it should be noted that no changes can be made to these documents, except the Final

Resolution is a sample. This sample form may be utilized by the Local Public Agency or submit a copy of their Final Resolution.

When the legislation has been properly executed, one copy of item **a** (or a copy of the LPA's Final Resolution), one copy of item **b**, one copy of item **c**, and one copy of item **d**, must be scanned and returned by email to **Helene Ware**. The original items may be retained for the District files.

In addition, a check for the invoiced amount with two copies of the invoice (item **d**) must be returned by U.S. mail or ODOT pony to the **Office of Estimating, Attn. Helene Ware, mail stop #4160**.

An Escrow agreement is allowed on projects where the Local Public Agency owes \$25,000.00 or more. It will be provided upon request.

Since it is contemplated to schedule this project for the Letting of **February 27, 2020**, these documents must reach the Office of Estimating no later than **February 14, 2020**.

George Rysavy, P.E.

Analyst – Bid Analysis & Review Team

ODOT Office of Estimating

1980 W. Broad Street, Mail Stop 4160, Columbus, Ohio 43223

614.752.9978

transportation.ohio.gov



 **110168 City Of Kent Final Legislation.pdf**
224K

FINAL RESOLUTION

The following Final Resolution enacted by the City of Kent, Ohio, hereinafter referred to as the Legislative Authority/Local Public Agency or "LPA", in the matter of the stated described project.

WHEREAS, on the **15th day of May, 2019**, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

The project consists of resurfacing Main Street/Haymaker Parkway (S.R. 59) between Deidrick Road and Mantua Street and Haymaker Parkway (S.R. 43D) between Mantua Street and River Street, including curb ramps and pavement markings, lying within the City of Kent; and

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

The City agrees to assume and bear one hundred percent (100%) of the entire cost of the improvement within the city limits, less the amount of Federal-Aid funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, U. S. Department of Transportation.

The share of the cost of the LPA is now estimated in the amount of **Four Hundred Forty-Three Thousand Four Hundred Sixty and - - - - 00/100 Dollars, (\$443,460.00)**, but said estimated amount is to be adjusted in order that the LPA's ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

WHEREAS, The Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and expense for improving the above described highway and has transmitted copies of the same to this legislative authority; and

WHEREAS, The LPA desires the Director of Transportation to proceed with the aforesaid highway improvement.

NOW, THEREFORE, be it resolved:

- I. That the estimated sum, of **Four Hundred Forty-Three Thousand Four Hundred Sixty and ----00/100 Dollars, (\$443,460.00)** is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. We hereby agree to assume in the first instance, the share of the cost and expense over and above the amount to be paid from **Federal** funds.
- II. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.
- III. That the LPA enter into a contract with the State, and that the **City Manager** be, and is hereby authorized to execute said contract, providing for the payment of the LPA the sum of money set forth herein above for improving the described project.
- IV. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the _____ day of _____, 2 _____, and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume _____, at Page _____, and under date of _____, 2 _____.

Legislative Authority of the
City of Kent, Ohio

City Manager

SEAL
(If Applicable)

Clerk (Secretary Ex-Officio)

FISCAL OFFICER'S CERTIFICATE
(Chapter 5521 and Section 5705.41, Ohio Revised Code)

I hereby certify to that the money, to wit: **\$443,460.00** required for the payment of the cost other than that thereof assumed by the **Federal** Government, for the improvement of that portion of **S.R. 43D/S.R. 59**, lying within the corporate limits of the City of Kent, more particularly described as follows:

The project consists of resurfacing Main Street/Haymaker Parkway (S.R. 59) between Deidrick Road and Mantua Street and Haymaker Parkway (S.R. 43D) between Mantua Street and River Street, including curb ramps and pavement markings, lying within the City of Kent; and

has been lawfully appropriated for such purpose and is in the treasury to the credit of, or has been levied placed on the duplicate and in process of collection for the appropriate fund, and not appropriated for any other purpose; or is being obtained by sale of bonds issued on account of said improvement, which bonds are sold and in process of delivery.

I further certify that this certificate was made, sealed and filed with the legislative authority of the City of Kent, Ohio, after said legislative authority passed the final resolution in connection with the within described project; and that this certificate was forthwith recorded in the record of the proceedings of said legislative authority, namely:

Legislative Authority's Journal, Volume _____, at Page _____.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal as said fiscal officer, this _____ day of _____, 20____.

(Fiscal Officer's Seal)
(If Applicable)

Fiscal Officer of the City of
Kent, Ohio

CONTRACT
(Chapter 5521, Ohio Revised Code)

This contract is made by and between the State of Ohio, Department of Transportation, acting through its director (hereinafter referred to as the "STATE"), 1980 West Broad Street, Columbus, Ohio 43223, and the City of Kent, (hereinafter referred to as the legislative authority/Local Public Agency or "LPA").

WITNESSTH:

WHEREAS, Chapter 5521 of the Ohio Revised Code provides that the legislative authority may cooperate with the STATE in a highway project made by and under the supervision of the Director of Transportation; and

WHEREAS, through the enactment of preliminary legislation, the LPA and the STATE have agreed to cooperate in the highway project described below; and

WHEREAS, through the enactment of final legislation, the LPA has committed to pay an estimated amount of money as its share of the total estimated cost and expense of the highway project described below; and

WHEREAS, the fiscal officer of the LPA has filed with the LPA a certificate stating that sufficient moneys are available, as required by Chapter 5521 and Section 5705.41 of the Ohio Revised Code. A duplicate certificate is attached hereto; and

WHEREAS, in accordance with the final legislation, the LPA hereby enters into this contract with the STATE to provide for payment of the agreed portion of the cost of the highway project and any additional obligations for the highway project described below.

NOW, THEREFORE, in consideration of the premises and the performances of mutual covenants hereinafter set forth, it is agreed by parties hereto as follows:

SECTION I: **RECITALS**

The foregoing recitals are hereby incorporated as a material part of this contract.

SECTION II: **PURPOSE**

The purpose of this contract is to set forth requirements associated with the highway project described below (hereinafter referred to as the "PROJECT") and to establish the responsibilities for the administration of the PROJECT by the LPA and the STATE.

SECTION III: LEGAL REFERENCES

This contract is established pursuant to Chapter 5521 of the Ohio Revised Code.

SECTION IV: SCOPE OF WORK

The work to be performed under this contract shall consist of the following:

The project consists of resurfacing Main Street/Haymaker Parkway (S.R. 59) between Deidrick Road and Mantua Street and Haymaker Parkway (S.R. 43D) between Mantua Street and River Street, including curb ramps and pavement markings, lying within the City of Kent.

SECTION V: FINANCIAL PARTICIPATION

1. The STATE agrees to provide the necessary funds as enumerated in this section and allowed by law for the financing of this project.
2. The STATE may allocate the money contributed by the LPA in whatever manner it deems necessary in financing the cost of construction, right-of-way, engineering, and incidental expenses, notwithstanding the percentage basis of contribution by the LPA.
3. The total cost and expenses for the project are only an estimate and the total cost and expenses may be adjusted by the STATE. If any adjustments are required, payment of additional funds shall correspond with the percentages of actual costs when said actual costs are determined, and as requested, by the Director of Transportation.
4. The LPA agrees to pay to the STATE its share of the total estimated cost expense for the above highway project in the amount of **Four Hundred Forty-Three Thousand Four Hundred Sixty and - - - - 00/100 Dollars, (\$443,460.00).**
5. **The City agrees to assume and bear one hundred percent (100%) of the entire cost of the improvement within the city limits, less the amount of Federal-Aid funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, U. S. Department of Transportation.**
6. The LPA agrees to assume and bear One Hundred Percent (100%) of the cost of any construction items required by the LPA on the entire project, which are not necessary for the improvement, as determined by the State and Federal Highway Administration.
7. The LPA agrees that change orders and extra work contracts required fulfilling the construction contracts shall be processed as needed. The STATE shall not approve a change order or extra work contract until it first gives notice, in writing, to the LPA. The LPA shall contribute its share of the cost of these items in accordance with other sections herein.

SECTION VI: RIGHT-OF-WAY AND UTILITIES

1. The LPA agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The LPA also understands that right-of-way costs include eligible utility costs.
2. The LPA agrees that all utility accommodation, relocation, and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual, including that:
 - A. Arrangements have been or will be made with all utilities where facilities are affected by the described PROJECT, that the utilities have agreed to make all necessary removals and/or relocations to clear any construction called for by the plans of this PROJECT, and that the utilities have agreed to make the necessary removals and/or relocations after notification by the LPA or STATE.
 - B. The LPA shall, at its own expense, make all removals and/or relocations of publicly-owned utilities which do not comply with the reimbursement provisions of the ODOT Utilities Manual. Publicly-owned facilities which do comply with the reimbursement provisions of the ODOT Utilities Manual will be removed and/or relocated at project expense, exclusive of betterments.
 - C. The removals and/or relocation of all utilities shall be done in such a manner as not to interfere with the operation of the contractor constructing the PROJECT and that the utility removals and/or relocations shall be approved by the STATE and performed in accordance with the provisions of the ODOT Construction and Materials Specifications.

SECTION VII: ADDITIONAL PROJECT OBLIGATIONS

1. The STATE shall initiate the competitive bid letting process and award the PROJECT in accordance with ODOT's policies and procedures.
2. The LPA agrees:
 - A. To keep said highway open to traffic at all times;
 - B. To maintain the PROJECT in accordance with the provisions of the statutes relating thereto,
 - C. To make ample financial and other provisions for such maintenance of the PROJECT after its completion;
 - D. To maintain the right-of-way and keep it free of obstructions in a manner satisfactory to the STATE and hold said right-of-way inviolate for public highway purposes;

- E. To place and maintain all traffic control devices conforming to the Ohio Manual of Uniform Traffic Control Devices on the project in compliance with the provisions of Section 4511.11 of the Ohio Revised Code;
- F. To regulate parking in accordance with Section 4511.66 of the Ohio Revised Code, unless otherwise controlled by local ordinance or resolution.

SECTION VIII: DISPUTES

In the event that any disputes arise between the STATE and LPA concerning interruption of or performance pursuant to this contract, such disputes shall be resolved solely and finally by the Director of Transportation.

SECTION IX: NOTICE

Notice under this contract shall be directed as follows:

**City of Kent
930 Overholt Road
Kent, Ohio
44240**

Ohio Department of Transportation
Office of Estimating
1980 West Broad Street, 1st Floor
Columbus, Ohio 43223

SECTION X: FEDERAL REQUIREMENTS

1. In carrying out this contract, LPA shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, disability, or age. LPA will ensure that applicants are hired and that employees are treated during employment without regard to their race, religion, color, sex, national origin (ancestry), disability, genetic information, or age (40 years or older), sexual orientation, or military status (past, present, future). Such action shall include, but not be limited to, the following: Employment, Upgrading, Demotion, or Transfer; Recruitment or Recruitment Advertising; Layoff or Termination; Rates of Pay or other forms of Compensation; and Selection for Training including Apprenticeship.
2. To the extent necessary under Ohio law, LPA agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. LPA will, in all solicitations or advertisements for employees placed by or on behalf of LPA, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin (ancestry), disability, genetic information, age (40 years or older), sexual orientation, or military status (past, present, future). If applicable, the LPA shall incorporate the foregoing requirements of this paragraph in all of its contracts for any of the work prescribed herein (other than subcontracts for standard commercial supplies or raw materials) and will require all of its subcontractors for any part of such work to incorporate such requirements in all subcontracts for such work.

3. LPA agrees to fully comply with Title VI of the Civil Rights Act of 1964, 42 USC Sec. 2000. LPA shall not discriminate on the basis of race, color, or national origin in its programs or activities. The Director of Transportation may monitor the Contractor's compliance with Title VI.

SECTION XI: GENERAL PROVISIONS

1. This contract constitutes the entire contract between the parties. All prior discussions and understandings between the parties are superseded by this contract.
2. Neither this contract nor any rights, duties or obligations described herein shall be assigned by either party hereto without the prior express written consent of the other party.
3. Any change to the provisions of this contract must be made in a written amendment executed by both parties.
4. This contract and any claims arising out of this contract shall be governed by the laws of the State of Ohio. Any provision of this contract prohibited by the law of Ohio shall be deemed void and of no effect. Any litigation arising out of or relating in any way to this contract or the performance thereunder shall be brought only in the courts of Ohio, and the LPA hereby irrevocably consents to such jurisdiction. To the extent that the STATE is a party to any litigation arising out of or relating in any way to this contract or the performance thereunder, such an action shall be brought only in a court of competent jurisdiction in Franklin County, Ohio.
5. All financial obligations of the State of Ohio, as provided in this contract, are subject to the provisions of Section 126.07 of the Ohio Revised Code. The financial obligations of the State of Ohio shall not be valid and enforceable unless funds are appropriated by the Ohio General Assembly and encumbered by the STATE. Additionally, it is understood that this financial obligation of the LPA shall not be valid and enforceable unless funds are appropriated by the LPA's legislative body.
6. This contract shall be deemed to have been substantially performed only when fully performed according to its terms and conditions and any modification thereof.
7. LPA agrees that it is currently in compliance and will continue to adhere to the requirements of Ohio Ethics law as provided by Section 102.03 and 102.04 of the Ohio Revised Code.

SECTION XII: SIGNATURES

Any person executing this contract in a representative capacity hereby warrants that he/she has been duly authorized by his/her principal to execute this contract on such principal behalf.

Any party hereto may deliver a copy of its counterpart signature page to this Agreement via fax or e-mail. Each party hereto shall be entitled to rely upon a facsimile signature on any other party delivered in such a manner as if such signature were an original.

**OHIO DEPARTMENT OF TRANSPORTATION
ACCOUNT RECEIVABLE**

Make check payable to: Treasurer of State

Mail to: Helene Ware
Senior Financial Analyst
Ohio Department of Transportation
Office of Estimating - #4160
1980 West Broad Street, 1st Floor
Columbus, Ohio 43223

PID No. 110168
Invoice No. 11183

To: City of Kent
930 Overholt Road
Kent, Ohio
44240

Federal Project No. E190532
Portage County
City of Kent
S.R. 43D/S.R. 59

PLEASE ENCLOSE TWO COPIES OF THIS INVOICE TO IDENTIFY YOUR REMITTANCE

Proposal of Participation	Type of Agreement	Amount
		\$443,460.00

Contract amount \$404,636.75
ODOT Engineering amount \$ 38,823.25

For the improvement of that portion of **S.R. 43D/S.R. 59**, more particularly described as follows:

The project consists of resurfacing Main Street/Haymaker Parkway (S.R. 59) between Deidrick Road and Mantua Street and Haymaker Parkway (S.R. 43D) between Mantua Street and River Street, including curb ramps and pavement markings, lying within the City of Kent.

Total Amount Due \$443,460.00

Ohio Department of Transportation
By: Joseph T. Anthony
Construction Cost Manager
Office of Estimating

IN WITNESS THEREOF, the parties hereto have caused this contract to be duly executed in duplicate.

SEAL
(If Applicable)

**OHIO DEPARTMENT OF
TRANSPORTATION**

**LOCAL PUBLIC AGENCY
City of Kent**

Director of Transportation

City Manager

Date

Date

Approved:
Dave Yost
Attorney General of Ohio

Approved as to form:

By: _____
Stephen H. Johnson
Chief, Transportation Section

Hope Jones, Law Director
City of Kent

Date: _____

Date

Signature Certificate

 Document Reference: DNC7MMJEN2W7GTUWX46SYV

RightSignature
Easy Online Document Signing



Joe Anthony
Party ID: F3RJ4SIM63ZYP4LKUX8XR2
IP Address: 40.107.239.10
VERIFIED EMAIL joseph.anthony@dot.ohio.gov

Electronic Signature

Multi-Factor
Digital Fingerprint Checksum

2f966fe657171cad6911af2fe3087cd30147a0d8



Timestamp

2020-01-08 04:56:25 -0800
2020-01-08 04:56:25 -0800
2020-01-08 04:44:24 -0800
2020-01-06 04:44:10 -0800

Audit

All parties have signed document. Signed copies sent to: Joe Anthony and George Rysavy.
Document signed by Joe Anthony (joseph.anthony@dot.ohio.gov) with drawn signature. - 156.63.69.78
Document viewed by Joe Anthony (joseph.anthony@dot.ohio.gov), - 40.107.239.10
Document created by George Rysavy (george.rysavy@dot.ohio.gov), - 156.63.69.14



This signature page provides a record of the online activity executing this contract.



ESTABLISHED 1805

City of Kent, Ohio

Office of the City Manager

To: Dave Ruller, City Manager
From: Harrison Wicks, Assistant to the City Manager *HW*
Date: January 29, 2020
RE: New Special Event Application – Kent Rainbow Weekend

The City Manager's Office has received a special event application from Heather Malarcik at Main Street Kent for a new event known as Kent Rainbow Weekend to celebrate Kent's LGBTQ+ community with activities and events throughout downtown.

A portion of this event requires council approval – specifically a painted crosswalk that will occupy the current west side crosswalk of the intersection downtown at Main and Water Streets. This will require a temporary road closure to apply non-permanent paint and for the paint to dry. Once dry the barricades will be removed and the entire intersection will be open to traffic.

Kent Rainbow Weekend will take place Friday and Saturday on March 6th and 7th at multiple locations downtown. Main Street Kent is requesting the temporary closure of the west side crosswalk at the intersection of Main and Water Streets on **Thursday, March 5, 2020 from 6am-12:30pm for the installation of a painted rainbow crosswalk.**

Similar to the painted crosswalks installed during the Kent Better Block event held on September 29, 2018, this painted crosswalk will include non-toxic children's paint that will temporarily create a rainbow crosswalk using multiple colors and then wash away within 72 hours after exposure to the natural elements. Main Street Kent is proposing to use the same type of paint used during the Kent Better Block event.

During the temporary closure, westbound traffic on Main Street will be detoured North and South on Water Street and Eastbound traffic on Main Street will be detoured south on Franklin Avenue to Erie Street.

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

Thank you.

cc: Amy Wilkens, Clerk of Council

APPLICATION FOR SPECIAL EVENT
PARADES, FESTIVALS, CARNIVALS, PUBLIC ASSEMBLIES, ETC.
City of Kent, 319 S. Water Street, Kent, OH 44240

NAME OF EVENT Kent Rainbow Weekend (Painted Crosswalk)

ORGANIZATION SPONSORING EVENT Main Street Kent

APPLICANT NAME Heather Malarcik PHONE 330-677-8000

ADDRESS 138 E. Main Street, Suite 201 B, Kent, OH 44240

NAMES AND PHONE NUMBERS OF ALL PERSONS WHO ARE IN CHARGE AND/OR WILL BE IN A RESPONSIBLE POSITION DURING THE EVENT:

Harrison Wicks 330-676-7572

Lesley Sickle 330-677-8000

DATE OF EVENT Thursday, March 5th NO. OF PARTICIPANTS 25

REQUESTED PERMIT TIME: Start Set up 6 AM Start Event 6:30 AM

End Event 12 PM End Cleanup 12:30 PM

IF PARADE: STARTING POINT N/A ENDING POINT N/A

USE OF CITY WATER NEEDED? No
(IF YES, PLEASE EXPLAIN)

USE OF CITY ELECTRIC NEEDED? No
(IF YES, PLEASE EXPLAIN)

In addition to the application please submit the following information:

- Attach map to application showing proposed streets to be blocked off for event, and route of parade or race. (May be hand drawn.)
- Proof of Insurance is required before permit can be issued.
- Please attach list of possible vendors/booths to be part of event (food, retail, etc.).

Please submit application for permit at least 30 days in advance, but no sooner than one year in advance. For additional requirements please review Chapter 316 of The Codified Ordinance of the City of Kent. Please be advised that the use of marking paint on City pavement, curbs, sidewalks or other property is prohibited except if purchased at cost from Service Department (330-678-8105).

By signing this application, I am certifying that I have received a copy of the rules and regulations of Chapter 316 of the Codified Ordinances of the City of Kent, and I fully understand that should the permit be approved, it can be revoked if any of the provisions of this Chapter are violated.

Heather Malarcik Heather Malarcik
Name of Applicant Signature of Applicant

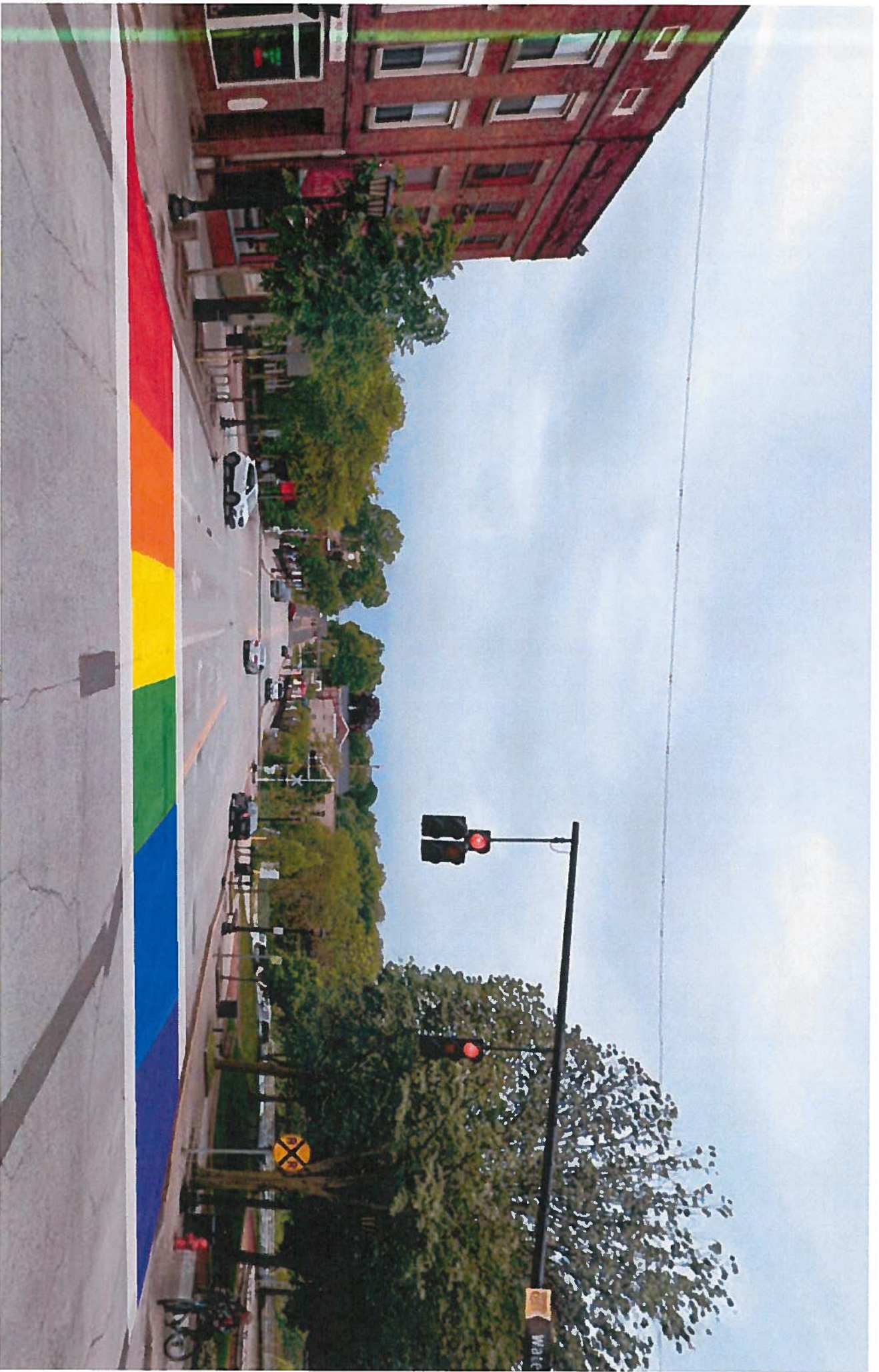
Office Use. Do not write below this line. Sent to:
Safety, Service, Fire, Police, and Health Departments for review and approval
via _____ on _____.

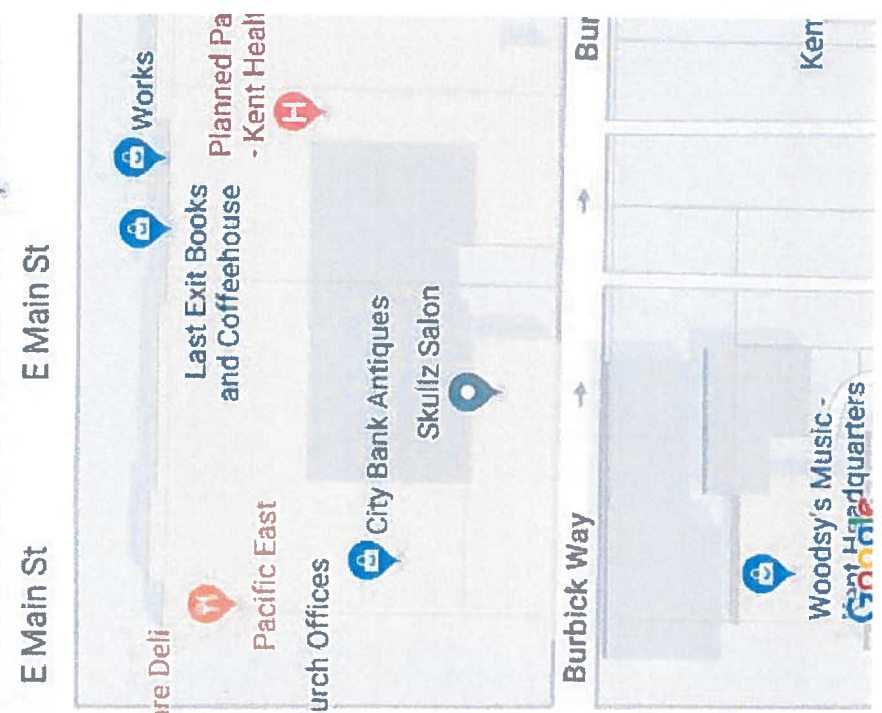
MEMORANDUM AGREEMENT YES NO
APPLICATION APPROVED _____ APPLICATION DISAPPROVED _____

PROOF OF INSURANCE REQUIRED BY ORDINANCE 316.04 HAS BEEN REVIEWED AND APPROVED.

Law Director Date

IF APPLICATION IS APPROVED, PERMIT WILL BE ISSUED BY THE CITY MANAGER.





N Water St

N Water St

Kent Craft Beer Fest

W Main St

W Main St

W Main St

E Main St

E Main St

Franklin Ave

Franklin Ave

Gazebo

Zephyr Pub

Steak-EEZ

Groove-E-Juice

Taco Tontos

Water Street Tavern

Rays Place

Dominick's

Erie Street Kitchen

Treno Ristorante

Guys Pizza

Franklin Square Deli

Pacific East

H2O Church Offices

City Bank Antiques

Skulz Salon

Works

Last Exit Books and Coffeehouse

Planned Pa - Kent Health

Bur

Burbick Way

S Water St

Ken

Woodsy's Music - Kent Headquarters

January 23, 2020

Downtown Kent Business Owners:

Main Street Kent will host the first ever Rainbow Weekend in downtown Kent on Fri. and Sat., March 6 & 7, 2020. The committee would like to paint one of the crosswalks in a rainbow stripe at the intersection of Water St. and Main St., from Franklin Square Deli to the Hometown Bank Plaza, in the spirit of the event. This will be done with temporary paint, which will fade after a few days. The work will be done on Thurs., March 5, weather-permitting.

If approved by the affected businesses, the road would be closed from from 6am to 12pm to ensure enough time to paint and allow the paint to dry. If you approve of this temporary road closure, please sign below.

Thank you for your support!

Heather Malarcik
Executive Director
Main Street Kent



Hometown Bank

Michael Lewis

Franklin Square Deli

Zephyr Pub

[Signature]

The Loft

[Signature]



LAW DEPARTMENT MEMORANDUM KENT, OHIO

To: Dave Ruller, City Manager
From: Hope L. Jones, Law Director
Date: January 29, 2020
Re: Consideration of Selling City Property

Mr. Ruller,

I request Committee time on the February 5, 2020 agenda for the purpose of discussing with Council the possibility of selling a parcel of City owned land. An individual approached the City, because he is interested in buying a property located on Fairchild and needs access to property for the purpose of building a driveway. The property he is interested in purchasing is a "paper" street known as Whitewood Drive off of Adrian Avenue. I have attached a map for your information.

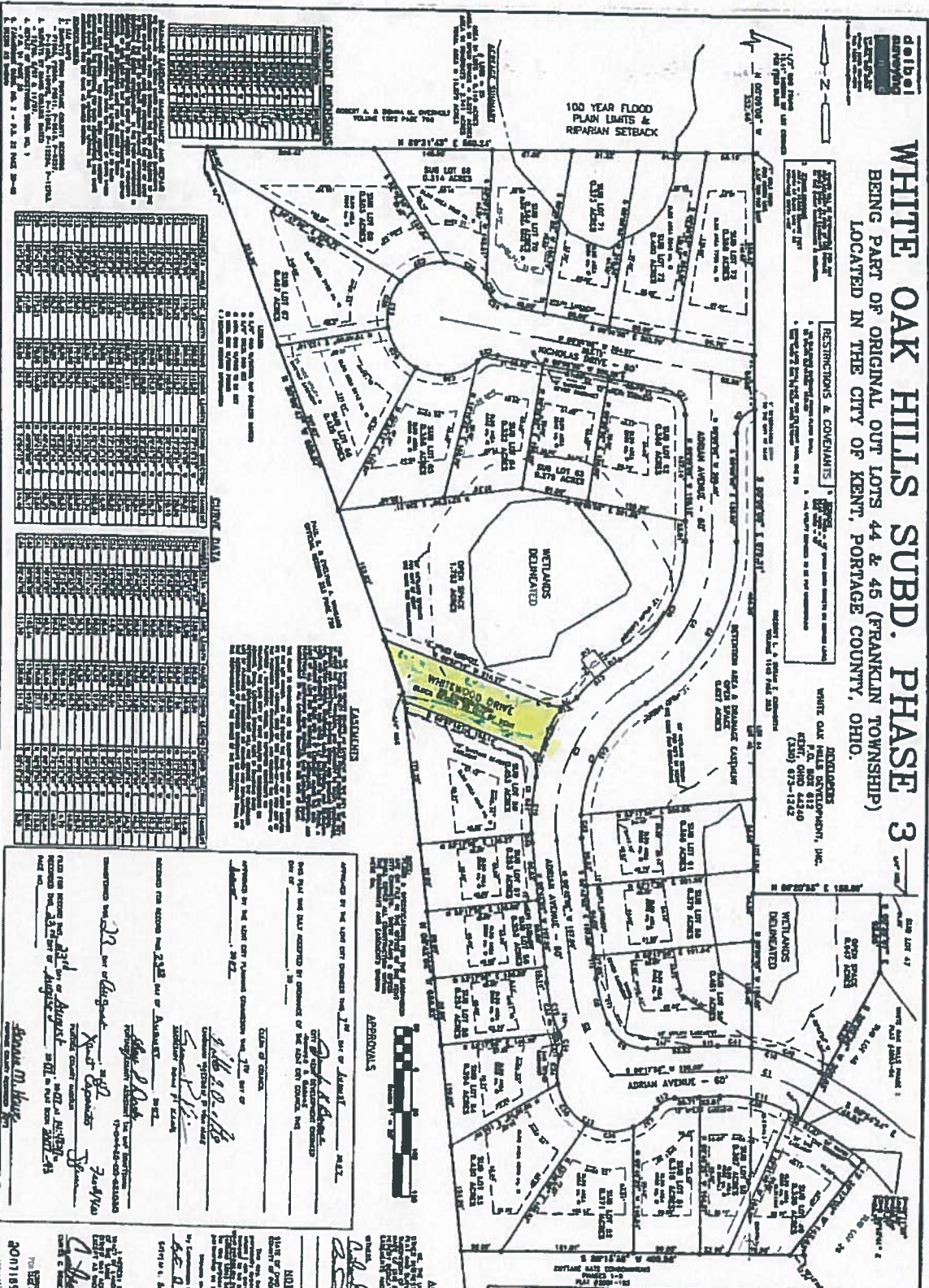
delbe
 ENGINEERING
 CONSULTANTS
 1000 N. W. 10th St.
 Ft. Lauderdale, FL 33304
 (305) 555-1100

WHITE OAK HILLS SUBD. PHASE 3

BEING PART OF ORIGINAL OUT LOTS 44 & 45 (FRANKLIN TOWNSHIP)
 LOCATED IN THE CITY OF KENT, PORTAGE COUNTY, OHIO.

RESTRICTIONS & COVENANTS
 1. THE RESTRICTIONS AND COVENANTS SET FORTH IN THIS INSTRUMENT SHALL APPLY TO ALL LOTS AND PARCELS HEREIN DESCRIBED.
 2. THE RESTRICTIONS AND COVENANTS SET FORTH IN THIS INSTRUMENT SHALL BE ENFORCED BY THE CITY OF KENT, OHIO.
 3. THE RESTRICTIONS AND COVENANTS SET FORTH IN THIS INSTRUMENT SHALL BE ENFORCED BY THE CITY OF KENT, OHIO.

DEVELOPERS
 WHITE OAK HILLS DEVELOPMENT, INC.
 P.O. BOX 6112
 KENT, OHIO 44240
 (330) 925-1100



1. ALL LOTS...
2. ALL LOTS...
3. ALL LOTS...
4. ALL LOTS...
5. ALL LOTS...

LOT NO.	ACRES	OWNER	REMARKS
1	0.12
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99	0.12
100	0.12

APPROVALS

Approved by the City of Kent on this 2nd day of August, 2012.

[Signature]
 City of Kent

Approved by the Kent City Planning Commission on this 1st day of August, 2012.

[Signature]
 Kent City Planning Commission

Approved by the Kent City Council on this 2nd day of August, 2012.

[Signature]
 Kent City Council

Approved by the Kent City Board of Public Works on this 2nd day of August, 2012.

[Signature]
 Kent City Board of Public Works

Approved by the Kent City Board of Health on this 2nd day of August, 2012.

[Signature]
 Kent City Board of Health

Approved by the Kent City Board of Education on this 2nd day of August, 2012.

[Signature]
 Kent City Board of Education

Approved by the Kent City Board of Parks and Recreation on this 2nd day of August, 2012.

[Signature]
 Kent City Board of Parks and Recreation

Approved by the Kent City Board of Public Safety on this 2nd day of August, 2012.

[Signature]
 Kent City Board of Public Safety

Approved by the Kent City Board of Public Utilities on this 2nd day of August, 2012.

[Signature]
 Kent City Board of Public Utilities

Approved by the Kent City Board of Public Works on this 2nd day of August, 2012.

[Signature]
 Kent City Board of Public Works

ACCEPTANCE & DECLARATION

I, the undersigned, being the duly authorized representative of the City of Kent, Ohio, do hereby accept and declare that the restrictions and covenants set forth in this instrument are valid and enforceable.

[Signature]
 City of Kent

NATIONAL ARCHIVIST

DATE OF RECORDING: 2012-08-02

RECORDING OFFICE: PORTAGE COUNTY, OHIO

RECORDING NUMBER: 201218950 2215

THE REGISTRAR

201218950 2215

PLAT 2007-413



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: January 29, 2020

TO: Dave Ruller, City Manager

FROM: Bridget Susel, Community Development Director *BS*

RE: Proposed Text Amendment (Use) to Zoning Chapter 1155

The City of Kent Planning Commission voted on December 3, 2019 to recommend Kent City Council not amend the text of Chapter 1155 "Industrial District (I)" to add the word "serving" as a permitted use. Proposed text amendments to change permitted or conditionally permitted uses in any zoning district will apply to all areas of the City that have that same zoning district designation.

The item appeared before the Planning Commission, per a submission from an applicant. The applicant was requesting the text amendment so the proposed "serving" permitted use could be considered for a property for which he had entered into a real estate sales contract. The Community Development staff, however, received an email from the owner of the property on January 3, 2020 stating the contract had expired on December 31, 2019 and the contract was void. The owner further reported that a new real estate sales contract had been entered into with a different buyer.

Section 1111.05 of the City's Zoning Code specifies Council shall consider all Planning Commission recommendations with regards to any amendment to the City's Zoning Code.

As previously requested by Jen Barone, the City's Development Engineer, in her January 7, 2020 memo, please schedule this item for consideration by the Land Use Committee. I will be attending the session in order to discuss the proposed text amendment request in greater detail and to answer any questions from members of Council as they evaluate the Planning Commission's recommendation on this matter.

Please let me know if you require any additional information in order to add this item to the February 5, 2020 Land Use Committee agenda. Thank you.

Attachments

**Cc: Hope Jones, Law Director
Eric Fink, Assistant Law Director
Jen Barone, Development Engineer
Amy Wilkens, Clerk of Council**

MEMORANDUM
DEPARTMENT OF COMMUNITY DEVELOPMENT
City of Kent

Date: January 7, 2020

To: Dave Ruller, City Manager

From: Jennifer Barone, Development Engineer

Re: Zoning Text Amendment
I: Industrial

Copy: Hope Jones, Law Director
Bridget Susel, Director of Community Development
Eric Fink, Assistant Law Director
Amy Wilkens, Clerk of Council
Melanie Baker, Service Director
James Bowling, City Engineer
file

I hereby respectfully request City Council agenda time on February 5, 2020 for Council to consider a zoning text amendment, Part 11 of the Kent Codified Ordinances (KCO) Section 1155 I: Industrial.

On December 3, 2019 the Kent Planning Commission held a public hearing and discussed the proposed zoning change to add the term "serving" in 1155.05(a)(5) under the permitted uses section. The Planning Commission voted 4-0 to recommend that City Council not amend the zoning text.

A public hearing regarding this matter is to be held prior to the July 3, 2019 prior to the Committee session per the notice publicized in a newspaper. Please schedule this item for Land Use Committee review by Kent City Council.

A copy of the proposed amendment is attached.

Guido's Original Pizza & Catering

1176 West Main Street
Kent, OH 44240
330-678-6796
GuidosOriginalPizza@gmail.com

September 10, 2019

Josh Dobrilovic of Guido's Original Pizza & Catering is seeking a text amendment of *Chapter 1155 I: Industrial sec; 1155.02 Uses, (a) Permitted Uses, (5) The following types of manufacturing, processing, cleaning, servinq, servicing, testing or repair activities*, I am requesting the adding of the word servinq.as shown below.

1155.01 Purpose

1155.02. USES

Within an I: Industrial District, no building, structure or premises shall be used, arranged to be used or designed to be used except for one or more of the following uses:

(a) Permitted Uses:

- (1) Parking lot and garage.
- (2) Plant Greenhouse.
- (3) Warehousing.
- (4) Wholesale establishments.
- (5) The following types of manufacturing, processing, cleaning, servinq, servicing, testing or repair activities which will not be materially injurious or offensive to the occupants of adjacent premises or the community at large by reason of the emission or creation of noise, vibration, smoke, dust or other particulate matter, toxic and noxious materials, odors, fire or explosive hazards, glare or heat, or electromagnetic disturbances:
 - (a) Bakery goods, candy, cosmetics, pharmaceutical, toiletries and food products, except fish or meat products, sauerkraut, yeast and rendering or refining of fats or oils.

PLANNING COMMISSION
Recommendation to City Council

Approval Disapproval
 Text Amendment
 Map Amendment
 Subdivision Regulation Amendment

Date: 12/6/3/19

Sincerely



Joshua Dobrilovic

RECEIVED

SEP 10 2019

COMMUNITY DEVELOPMENT
CITY OF KENT

1155.02. USES

Within an I: Industrial District, no building, structure or premises shall be used, arranged to be used or designed to be used except for one or more of the following uses:

(a) Permitted Uses:

- (1) Parking lot and garage.
- (2) Plant Greenhouse.
- (3) Warehousing.
- (4) Wholesale establishments.
- (5) The following types of manufacturing, processing, cleaning, serving, servicing, testing or repair activities which will not be materially injurious or offensive to the occupants of adjacent premises or the community at large by reason of the emission or creation of noise, vibration, smoke, dust or other particulate matter, toxic and noxious materials, odors, fire or explosive hazards, glare or heat, or electromagnetic disturbances:
 - (a) Bakery goods, candy, cosmetics, pharmaceutical, toiletries and food products, except fish or meat products, sauerkraut, yeast and rendering or refining of fats or oils.
 - (b) Products from the following previously prepared materials: bone, canvas, cellophane, cloth, cork, feathers, fiber, fur, glass, hair, horn, leather, plastics, precious or semi-precious metals or stones, metal, shell, textiles, tobacco, wax, wood (where saw and planing mills are employed within a completely enclosed building), and yarns.
 - (c) Pottery and figurines, using previously pulverized clay and kilns fired only with gas or electricity.
 - (d) Musical instruments, toys, novelties, rubber, metal stamps and other small rubber products.
 - (e) Electrical and electrical appliances, instruments and devices, television sets, radios, phono-graphs and household appliances.
 - (f) Electric and neon signs, billboards and other commercial advertising structures.
 - (g) Laboratories and processing - experimental, film or testing provided no operation shall be conducted or equipment used which would create hazards, noxious or offensive conditions.
- (6) The following uses, provided storage is within an enclosed building or an area enclosed on all sides by a solid masonry wall or a minimum six (6) foot solid, painted fence with openings no greater than fifteen percent (15%):
 - (a) Building materials, sales yard and lumber yard including millwork when within a completely enclosed building.

- (b) Contractor's equipment storage yard or plant, or storage and rental of equipment commonly used by contractors.
- (c) Fuel, food and goods distribution station, warehouse and storage, but excluding coal and coke. Flammable liquids, underground storage only if located less than 300 feet from any R District.
- (d) Public storage garage and yards.

(7) The following uses may be conducted no closer than one hundred (100) feet of any R-District. Where the I District abuts upon but is separated from any R District by a street, the width of the street may be considered as part of the required setback:

- (a) Bag, carpet and rug cleaning, provided necessary equipment is installed and operated for the effective precipitation or recovery of dust.
- (b) Blacksmith, welding or other metal working shops, including machine shop operations of the tool, die and gauge types.
- (c) Carpenter, cabinet, upholstering, sheet-metal, plumbing, heating, roofing, air conditioning, sign painting, painting and other similar establishments.
- (d) Foundry, casting lightweight nonferrous metals, not causing noxious fumes or odors.
- (e) Ice manufacturing and cold storage plant; creamery and bottling plant.
- (f) Laundry, cleaning and dyeing plant.
- (g) Repair services for machinery and equipment including repair garages and specialty establishments such as motor, body and fender, radiator, motor tune-ups, muffler shops, tire repairing sales and service including vulcanizing.
- (h) Stone or monument works not employing power tools; or if employing such tools when within a completely enclosed building.
- (i) Veterinarian hospital or clinic.
- (j) Recycling Centers.

(8) Accessory uses clearly incidental to the principal uses permitted on the same premises.

(9) Signs as regulated by Chapter 1165.



CITY OF KENT, OHIO

DEPARTMENT OF LAW

January 3, 2020

Sent Via Electronic Mail Only
guidosoriginalpizza@gmail.com

Re: 500 VFW Parkway MAP Amendment

Dear Mr. Dobrilovic:

Please be advised that in order to present an application before the City of Kent Planning Commission to initiate a zoning change, an applicant must either be the property owner or have authorization from the property owner to pursue the requested change. See KCO 1111.03(b)(1).

In case number PC-19-014, the property owner at 500 VFW Parkway, Acker-Moore Memorial VFW Post 4738, has revoked the permission previously granted to Joshua Dobrilovic and is withdrawing this application. Further, the property owner has now granted permission to Greg Morscher on behalf of Northeast Ohio Xenos Church to request future zoning changes for this property.

At the January 7, 2020 Regular Business Meeting of the Planning Commission, these statements will be read into the record and the City will seek a motion from the Planning Commission closing this application.

If you should have any questions, please do not hesitate to have your legal counsel contact me directly.

Respectfully Submitted,

Eric Fink, Assistant Law Director

cc: Michael Farmer, at CommanderVFW4738@gmail.com
Attorney Chad Murdock at cmurdocklaw@gmail.com
Bridget Susel, Community Development Director

City of Kent, Ohio
General Safety/Theft Law

351.08 UNATTENDED VEHICLE: DUTY TO STOP ENGINE, REMOVE KEY, SET BRAKE AND TURN WHEELS.

(a) No person driving or in charge of a motor vehicle shall permit it to stand unattended without first stopping the engine, locking the ignition, removing the key from the ignition, effectively setting the parking brake, and, when the motor vehicle is standing upon any grade, turning the front wheels to the curb or side of the highway.

The requirements of this section relating to the stopping of the engine, locking of the ignition and removing the key from the ignition of a motor vehicle do not apply to any of the following:

- (1) A motor vehicle that is parked on residential property;
- (2) A motor vehicle that is locked, regardless of where it is parked;
- (3) An emergency vehicle;
- (4) A public safety vehicle.

Sample Citywide Regulation

City of Lakewood Ohio

331.49 EXCESSIVE IDLING.

(a) Purpose. The purpose of this section is to protect public health and the environment by reducing emissions while conserving fuel, maintaining adequate rest and safety of all drivers, and removing barriers to economic development imposed by the region's air quality status under the Federal Clean Air Act.

(b) Applicability. As used in this section, "vehicle" has the same meaning as in Section 301.51 of the Lakewood Codified Ordinances and Ohio Revised Code Section 4511.01.

(c) General Requirement. Except as provided in division (d) of this section:

(1) The owner or operator of a vehicle shall not cause or allow a vehicle to idle for more than 5 minutes; and

(2) The owner or operator of a vehicle that is loading or unloading at a loading dock or loading/unloading area, and the owner or operator of the loading dock or loading/unloading area, shall not cause or allow a vehicle to idle in that loading/unloading area for more than 10 minutes.

(d) Exemptions. Division (c) of this section does not apply when:

(1) The outdoor temperature is below 32 degrees Fahrenheit or above 85 degrees Fahrenheit, provided idling under these circumstances shall be limited to 10 minutes.

(2) To prevent a safety or health emergency, a vehicle idles when operating defrosters, heaters, or air conditioners, or when installing equipment.

(3) A vehicle idles while forced to remain motionless because of on-highway traffic, an official traffic control device or signal, or the direction of a law enforcement official.

(4) A police, fire, ambulance, public safety, military, other emergency law enforcement vehicle, or any vehicle being used in an emergency capacity, idles while in an emergency or training mode, or to maintain communications or other essential on board equipment, and not solely for the convenience of the vehicle operator.

(5) The primary propulsion engine idles for maintenance, servicing, repair, or diagnostic purposes if idling is required for such activity, or idles as part of a state or federal inspection to verify that all equipment is in good working order, provided idling is required as part of the inspection.

(6) Idling of the primary propulsion engine is necessary to power work-related mechanical or electrical operations other than propulsion (e.g., mixing or processing cargo or straight truck refrigeration). This exemption does not apply when idling for cabin comfort or to operate non-essential on-board equipment.

(7) An armored vehicle idles when a person remains inside the vehicle to guard the contents, or while the vehicle is being loaded or unloaded.

(8) A vehicle idles due to mechanical difficulties over which the driver has no control.

(9) A vehicle is only operating an auxiliary power unit, generator set, or other mobile idle reduction technology as a means to heat, air condition, or provide electrical power as an alternative to idling the main engine.

(10) A vehicle is actively engaged in work upon the surface of a street or highway, including construction, cleaning, and snow removal activities, and the operator is in the vehicle.

(e) Penalty. Whoever violates this section shall be guilty of a minor misdemeanor.
(Ord. 59-09. Passed 7-19-2010.)

Sample: Municipal Policy



CITY OF CINCINNATI
Department of Public Services/Fleet Services

No. Policy: Vehicle/Equipment Idle Free Policy No. of Pages: 4

Revision Date: 10/1/2008 Supersedes:

Authorized By: City Manager Milton Dohoney, Jr.
Milton Dohoney, Jr.

Director of Public Services: Andrew B. Glenn, Jr.
Andrew B. Glenn, Jr.

1. Purpose:

The City of Cincinnati is committed to reducing unnecessary vehicle/equipment idling as a means of reducing air pollution and fuel expenses.

The purpose of this policy is to establish guidelines for unnecessary idling of municipal vehicles and equipment. Limiting idling times reduces air pollution and greenhouse gas emissions, and contributes to healthier work environments and the efficient use of city resources.

2. Scope:

This policy applies to all city employees operating vehicles and equipment owned or leased by the City of Cincinnati.

3. Definition:

3.1 Idling

Idling means the operation of a vehicle or equipment while they are not in motion and not being used to operate auxiliary equipment that is essential to the operation of the vehicle or equipment.

3.2 Fuels

For the purpose of this policy this includes all vehicles or equipment that run on fossil fuels which include gasoline, diesel, propane, hydrogen and natural gas.

3.3 Vehicles

For the purposes of this policy, vehicles or equipment refer to cars, light trucks, vans, heavy trucks, snow equipment, transit buses, loaders, backhoes, street sweepers, and any other equipment utilizing fossil fuels.

4. Procedures:

4.1. Manufacturer Guidelines (Recommendations)

Always follow the manufacturer's guidelines and recommendations for idling unless otherwise advised by Fleet Services.

4.2. Initial Warm-Up

4.2.1. Gasoline and Alternative Fuel Vehicles

Idle times up to 5 minutes are allowed for vehicles during their initial shift warm up and at subsequent times when the vehicle is being restarted after a prolonged period of shut down that results in vehicle conditions similar to those prior to initial warm up.

4.2.2. Diesel Fuel Vehicles/Equipment

Idle times up to 5 minutes are allowed for diesel fueled vehicles/equipment during their initial shift warm up, and at subsequent times when the vehicle/equipment is being restarted after a prolonged period of shut down that result in vehicle/equipment conditions similar to those prior to initial shift warm up.

4.3. Operation of Equipment in the Field

4.3.1. Gasoline and Alternative Fuel Vehicles

No operator shall idle the engine of an unleaded fueled vehicle in excess of 1 minute, if the vehicle is stopped for a foreseeable period time. Operators making multiple or frequent stops that require their vehicle to be stationary for time periods of several minutes may idle up to 3 minutes in such circumstances.

4.3.2. Diesel Fueled Vehicles/Equipment

No operator shall idle the engine of a diesel-fueled vehicle in excess of 3 minutes if the vehicle is stopped for a foreseeable period of time. Diesel fueled vehicles/equipment should only be turned off after enough time has passed to allow the proper circulation and cooling of the engine oil, coolant, and turbo charges, not to exceed 3 minutes.

4.3.3. When engines must be left running for any reason, the operator must remain with the vehicle.

5. Exceptions:

This policy does not apply to the following vehicles, equipment or situations. Operators must use their own discretion in certain situations.

- 5.1. Emergency vehicles and equipment are exempted while engaged in operational activities such as fire, police, or ambulance services.
- 5.2. Vehicles assisting in an emergency activity are exempt.
- 5.3. Where engine power is necessary for an associated power need such as, but not limited to, electrical power, compressed air, and various power take-off devices such as auxiliary hydraulics.
- 5.4. Vehicles may idle for the purpose of defogging, defrosting or deicing windows. Idling must end when fog, frost, or ice conditions have been eliminated. When window ice or frost conditions are present, attempts to remove snow, ice, or frost from the windows with a scraper must be attempted before idling.
- 5.5. Vehicles used solely to power emergency lighting and 2-way radios can operate the lighting for 30 minutes and can be idled at intervals to charge batteries. A large number of city vehicles have a dual battery system and the lighting can be operated for long periods without idling.
- 5.6. Staff may idle vehicles/equipment for the purpose of getting warm and/or dry if indoor accommodations are not available at the work site.
- 5.7. During the winter season with below zero temperatures and/or blizzard conditions and during summer periods of extreme heat, extended idling periods may be necessary for the well being of the operator and passengers.
- 5.8. This policy does not apply to vehicles being serviced or inspected.
- 5.9. Where safety may be compromised by shutting down the engine, vehicles/equipment may idle at the discretion of the operator.
- 5.10 Transit vehicles, during the winter season with below zero temperatures and/or blizzard conditions, and during summer periods of extreme heat, extended idling periods may be necessary for the well being of the operator and passengers.

City vehicles and equipment are not to idle for any length of time unless idling is necessary to accomplish work duties.

If idling is necessary for work duties employees shall keep that idling to a minimum and conserve fuel.

6.0 Other Fuel Conservation Measures To Be Followed As A Means of Reducing Air Pollution and Fuel Expenses:

6.1 Avoid "jackrabbit" starts by gradually accelerating and anticipate stops to avoid sudden breaking.

6.2 Follow all posted speed limits.

6.3 Employee should check tires for proper inflation and perform all required pre-trip inspections based on vehicle type or license requirements.

6.4 Car pool when possible or practical and pre-plan all trips to minimize travel distance.

6.5 Do not warm up a vehicle unless during extreme weather specified by the vehicle manual.

6.6 Do not utilize City vehicles for any non-work related trips, errands or stops, including but not limited to grocery stores, banks, credit unions, and paying of personal bills, etc.

6.7 Each employee must properly enter all mileage information when filling gas tanks and supervisors must review miles per gallon used versus other similar vehicles or assignments and determine if any savings or reductions are possible.

ANTI-IDLING LAWS GAIN MOMENTUM AROUND THE COUNTRY

Transportation

Jun 17th, 2019 | By Amy Leibrock

To help curb the health and environmental hazards of vehicle idling, more than two-dozen states and many municipalities have a variety of anti-idling regulations in place. Some set idling limits for all types of vehicles and others target a narrow set of vehicles, like school buses or city vehicles.

Laws and regulations are a good start to reducing emissions from unnecessary vehicle idling, but they aren't very effective if they aren't enforced or paired with public education. New York City, for example, tightened up its anti-idling laws in 2009 but then was criticized for loosely enforcing them. In a city that was issuing some 10 million parking tickets every year, it was only issuing a few thousand idling tickets despite the fact that the rules are so frequently violated.

But there are signs that cities are starting to do more to reduce unnecessary idling, which wastes 3.8 million gallons of fuel per day and contributes to climate-change causing emissions and air pollution.

The Los Angeles City Council has introduced legislation to draft an ordinance to restrict parked vehicles from idling for more than one minute. The motion is partly in reaction to Los Angeles County's failing grades in the American Lung Association's State of the Air report, which is especially hard on the more than 1.3 million children and adults who suffer from asthma in the LA metro area.

New York City, another metro area with an "F" for high ozone days and more than 2 million asthma sufferers, added more enforcement power to its idling law by empowering citizens to report idling trucks and buses via a complaint form. If the

idler is found guilty, the person who reported it receives 25% of the fine, which ranges from \$350 to \$2,000. Washington D.C. is piloting a program that will allow citizens to report idling commercial trucks and buses via the city's 311 mobile app.

Philadelphia's Idle Free Philly campaign also allows citizens to report violators on a mobile app and website.

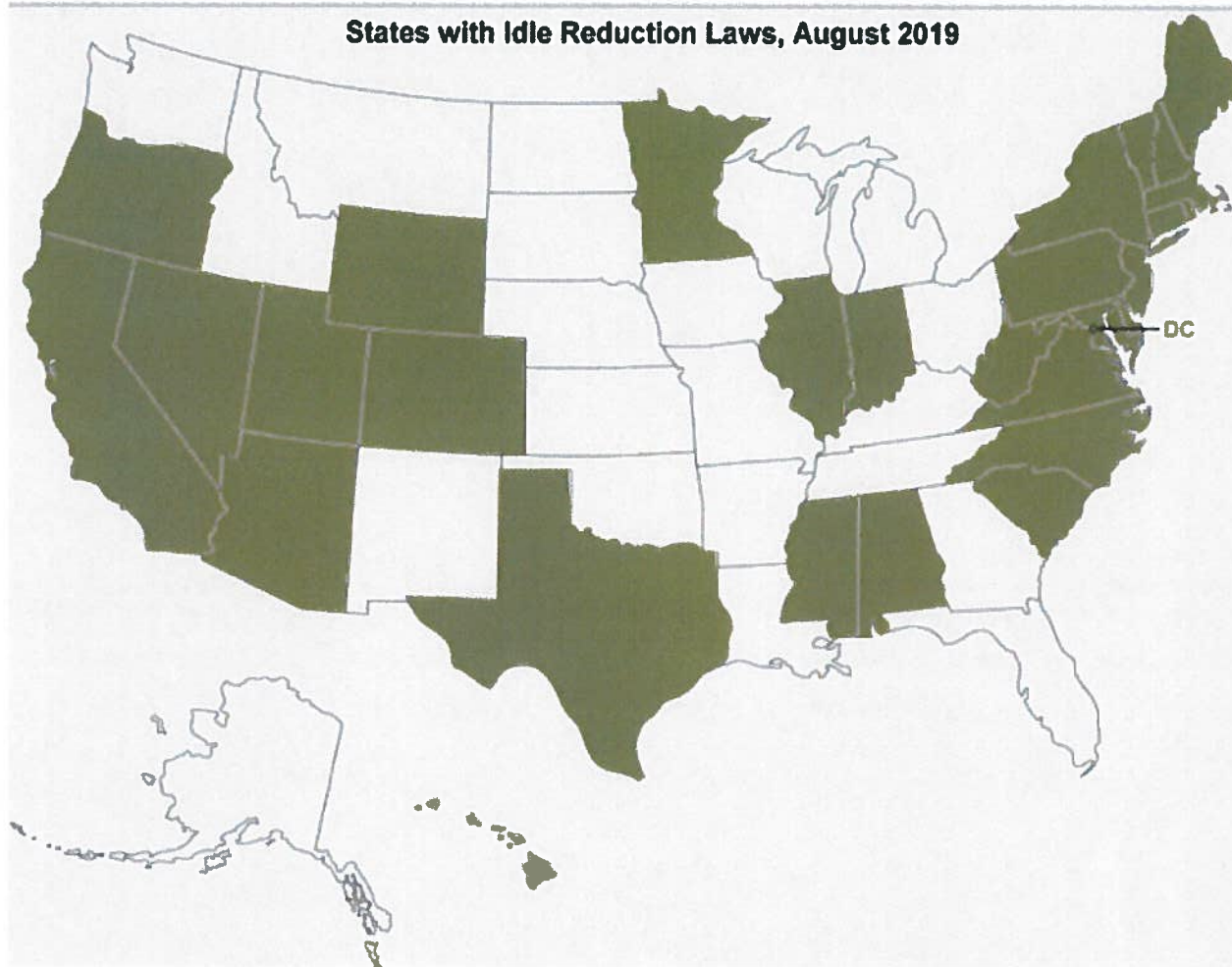
The idling laws and resulting fines in place around the country vary widely, which makes things confusing for drivers. Many of the idling regulations target heavy-duty commercial vehicles and don't include passenger vehicles. A handful of states — Connecticut, Hawaii, Maryland, Massachusetts, New Jersey, and Vermont — stipulate fines for passenger vehicle idling, according to data collected by the U.S. Department of Energy (see the full "Idlebase" list here). A few other states, like Texas, outlaw idling only when the vehicle is unattended, but the intention is to prevent theft rather than curb emissions.

Here are some more examples of fines for vehicle idling around the country:

- Las Vegas: \$10,000 maximum fine for idling a diesel truck or bus more than 15 consecutive minutes
- Hawaii: 3 minutes of idling will cost you \$25 to \$2,500.
- Denver: 5 minutes of idling in an hour will bring a fine of \$150 to \$999.
- District of Columbia: 3 minutes of idling carries a \$1,000 fine.

The DOE points out in the Idlebase document that idling laws are surprisingly variable: "While one city might limit the idling of 'vehicles,' another city might regulate the idling of 'diesel-fueled commercial vehicles weighing more than 26,000 lb (gross vehicle weight),' and another city might limit the idling of 'large trucks on State Street.' Evidence of the complicated landscape of idling restrictions, the most variable category is 'Exemptions.' Often—even usually—the law's exemptions are longer than the law itself."

States with Idle Reduction Laws, August 2019





CITY OF KENT, OHIO

DEPARTMENT OF FINANCE

TO: Dave Ruller, City Manager
FROM: Dave Coffee, Director of Budget and Finance
DATE: January 29, 2020
SUBJECT: Request for New General Ledger Fund

A handwritten signature in blue ink that reads "David A. Coffee".

I am respectfully requesting agenda time at the February Finance Committee Meeting in order to request Council authorization of an ordinance creating a new General Ledger Fund in the City's Chart of Accounts.

This action is being requested to better accommodate and segregate HUD grant funds related to the HOME Investment Partnerships Program from other similar grant funds as recommended by Bridget Susel in her attached memo dated 1/29/2020. As indicated in the memo, receipt of these funds are anticipated on an ongoing basis and must not be co-mingled with other funding.

Finance Department has determined that this new Fund will be designated as "Fund #136 – CHIP-HOME" fund.

Thank you in advance for your support of this request and the actions being recommended.



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: January 29, 2020
TO: David Coffee, Budget & Finance Director
FROM: Bridget Susel, Community Development Director *Bud.*
RE: CHIP (HOME) Fund Establishment Request

The City of Kent receives Community Development Block Grant (CDBG) funding from the U.S. Department of Housing & Urban Development (HUD) on an annual basis and the revenue, expenses, and program income generated through activities are assigned to a separate fund (126) to ensure adequate auditing controls are in place for the federal award.

The City receives additional HUD grant funds on an ongoing basis from the HOME Investment Partnerships Program (HOME) as a pass through grant from the State of Ohio. The Ohio Development Services Agency (ODSA) issues HOME grant funds through the Community Housing Impact and Preservation (CHIP) grant program. Even though these funds are issued by ODSA, they are federal (CFDA Number 14.239) and as such all CHIP revenue, expenses, and program income need to be accounted for separately in the budget and not co-mingled with CDBG or general fund resources.

The City has been awarded \$250,000 in CHIP 2019 grant funding and I am respectfully requesting that before staff initiates any projects utilizing this new grant funding, that a separate fund be established specifically for the federal CHIP (HOME) grant to ensure these federal funds are segregated from both CDBG and general funds resources.

Please let me know if you need any additional information in order to present this request to Council. Thank you in advance for your assistance.

Cc: Brian Huff, Controller



CITY OF KENT, OHIO

DEPARTMENT OF FINANCE

To: Dave Ruller, City Manager
From: David A. Coffee, Director of Budget and Finance
Date: January 29, 2020
Re: FY2020 Appropriation Amendments, Transfers, and Advances

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

Fund 001 – General

Increase \$ 3,254 Finance Admin. / Capital – Addt'l funding to provide replacement copier for expired lease unit per B. Huff 1/16/2020 memo.

Fund 101 – West Side Fire

Increase \$ 3,100 West Side Fire (Station 2) / Personnel & Benefits – Appropriation of amount withheld from Orig. 2020 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1st Amendment with County before appropriating remainder of KCC Approved Budget.

Fund 120 – Revolving Housing

Increase \$ 3,000 Health / Personnel & Benefits – Appropriation of amount withheld from Orig. 2020 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1st Amendment with County before appropriating remainder of KCC Approved Budget.

Fund 124 – Income Tax Safety

Increase \$ 320,000 Public Safety/Police Services / Personnel & Benefits – Appropriation of amount withheld from Orig. 2020 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1st Amendment with County before appropriating remainder of KCC Approved Budget.

Fund 201 – Water

Increase \$ 516,024 Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Miller/Steele/Harvey Storm and Water Improvements.

Increase \$ 10,000 Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Valleyview/Morris Storm and Water Improvements.

Increase \$ 10,000 Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Hudson Road Water Main Replacement.

(all of above Fund 201 Reappropriations are per J. Bowling 1/24/2020 memo)

Fund 201 – Water: Continued

Increase	\$ 7,500	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Utility Mapping Update Project.
Increase	\$ 1,450	Admin. Support / Engineering / Capital - Reappropriate 2019 funds for Engineering Vehicle Replacement.

(all of above Fund 201 Reappropriations are per J. Bowling 1/24/2020 memo)

Fund 202 – Sewer

Increase	\$ 49,959	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for SW Sanitary Pump Station design.
Increase	\$ 7,500	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Utility Mapping Update Project.
Increase	\$ 1,400	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Sanitary Sewer Televising Project.
Increase	\$ 1,450	Admin. Support / Engineering / Capital - Reappropriate 2019 funds for Engineering Vehicle Replacement.
Increase	\$ 20,000	Service / WRF / Capital - Reappropriate 2019 and prior year funds for SCADA Updates.
Increase	\$ 3,592	Service / WRF / Capital - Reappropriate 2019 funds for Concrete Repair at WRF.
Increase	\$ 10,000	Service / WRF / Capital - Reappropriate 2019 funds for Waterfall/Dam Upkeep Project.

(all of above Fund 202 Reappropriations are per J. Bowling 1/24/2020 memo)

Fund 208 – Storm Water

Increase	\$ 1,076,968	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Miller/Steele/Harvey Storm and Water Improvements.
Increase	\$ 10,000	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Valleyview/Morris Storm and Water Improvements.
Increase	\$ 7,500	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Utility Mapping Update Project.
Increase	\$ 75,900	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Storm Water Rate Analysis Project.
Increase	\$ 1,450	Admin. Support / Engineering / Capital - Reappropriate 2019 funds for Engineering Vehicle Replacement.

(all of above Fund 208 Reappropriations are per J. Bowling 1/24/2020 memo)

Continued

Fund 301 – Capital

Increase	\$ 50,000	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds - SR 43 Signalization Project per J. Bowling 1/24/2020 memo.
Increase	\$ 67,600	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds - Summit St. Traffic Signal Coordination Project per J. Bowling 1/24/2020 memo.
Increase	\$ 175,008	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Miller/Steele/Harvey Storm and Water Improvements per J. Bowling 1/24/2020 memo.
Increase	\$ 40,000	Capital / SVC-Capital Facilities - Reappropriate 2019 funds for Mogadore Road Paving South of SR 261 Project per J. Bowling 1/24/2020 memo.
Increase	\$ 2,650	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for North Water Street Improvements Project per J. Bowling 1/24/2020 memo.
Increase	\$ 477,000	Capital / SVC-Capital Facilities - Reappropriate 2019 funds – Annual Street & Sidewalk Program per J. Bowling 1/24/2020 memo.
Increase	\$ 20,000	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Sidewalk Street Tree Damage Repairs per J. Bowling 1/24/2020 memo.
Increase	\$ 8,750	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Sunrise Bridge Replacement Project per J. Bowling 1/24/2020 memo.
Increase	\$ 10,000	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for Cedar Street Reconstruction Project per J. Bowling 1/24/2020 memo.
Increase	\$ 1,600,000	Capital / SVC-Capital Facilities - Appropriation of amount withheld from Orig. 2020 Approved Budget due to Cert. of Est. Resources compliance; City had to file 1 st Amendment with County before appropriating remainder of KCC Approved Budget.
Increase	\$ 65,000	Capital / SVC-Capital Facilities – Addt’ funding for West Side Fire-Station 2-Expansion & Renovation Project for inflationary increases since initial estimates.
Increase	\$ 30,000	Capital / SVC-Capital Facilities - Reappropriate 2019 year funds for Pilot Sidewalk Programs Project per J. Bowling 1/24/2020 memo.
Increase	\$ 531,000	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for New Administration Building Project per J. Bowling 1/24/2020 memo.
Increase	\$ 533,825	Capital / SVC-Capital Facilities - Reappropriate 2019 and prior year funds for West Side Fire Station Project per J. Bowling 1/24/2020 memo.
Increase	\$ 1,450	Administrative / Engineering / Capital - Reappropriate 2019 funds for Engineering Vehicle Replacement per J. Bowling 1/24/2020 memo.
Increase	\$ 4,950	Administrative / Comm. Development / Capital – Addt’l funding for budgeted Vehicle Replacement in 2020 Budget.

Continued

Fund 303 – New Police Facility

Increase \$ 349,500 Capital / Safety / Capital Facilities - Reappropriate 2019 and prior year funds for New Police Building Project per J. Bowling 1/24/20 memo.



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE

To: Dave Coffee, Director of Budget and Finance

From: Brian Huff, Controller

Date: January 16, 2020

Re: Appropriation Amendments Needed

An amendment to appropriations in fund 001 are being requested due to the purchase of a copier. We determined that this copier was a better and more economical option that continuing a lease. Please appropriate \$3,254 to 001-07-570-708-7630. Thank you!

A handwritten signature in blue ink, appearing to read "Brian Huff".

Brian Huff, Controller

Miller/Steele/Harvey Storm and Water Improvements (2011CIP007) – This project is currently in detail design with 70% plans submitted in January, 2020. The construction phase was initially delayed due to the lack of available funding in the Storm Fund. However, OPWC funds have been obtained and the project can now move forward. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2009	208 – Storm Water	\$1,076,968	\$568,500 OPWC Funded
2014	201 - Water	\$516,024	\$284,250 OPWC Funded
2014	301 - Capital	\$175,008	\$94,750 OPWC Funded

Valleyview/Morris Water and Storm Improvements (2015CIP012) – This project was completed in 2019. We are currently still holding retainage for the project and finalizing costs. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2015	208 – Storm Water	\$10,000	
2015	201 - Water	\$10,000	

North Water Street Improvements (2018CIP009) – This project is in nearing the end of the design phase and is scheduled for construction to begin in 2020. Therefore, we are requesting to appropriate the following unencumbered monies in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2018	301 – Capital	\$2,650	

Hudson Road Water Main (2008CIP010)– This project was completed in 2019. We are currently holding retainage for the project. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2008	201 – Water	\$10,000	

SW Sanitary Pump Station (2008CIP012) –The design for the replacement of the Yacavona and Middlebury Pump Stations is nearly completed and debt funding is being aligned with the OEPA. A Right-of-way acquisition phase was required and initiated in 2019. The project is currently scheduled for construction in 2020. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2016	202 - Sewer	\$49,959	

Annual Street and Sidewalk Program – The Annual Street and Sidewalk project consists of several operations including sidewalk replacement, concrete repair, chip seal, crack seal and resurfacing. The following factors in the program have provided for monies required to be re-appropriated in 2020:

- Mogadore Road Resurfacing (OPWC Funded) - \$365,000
- Contingencies for 2019 Paving Program - \$50,000
- Unused Contingencies and low bid prices - \$62,000

Therefore, we are requesting the following appropriated and not encumbered monies be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	301 – Capital	\$477,000	\$182,500 OPWC Funded

Sidewalk Street Tree Damage Repairs – This project is completed in conjunction with the annual street and sidewalk program. Similar to a portion of the Annual Street and Sidewalk Project, this project was delayed due to conflicts with other projects in the capital plan. Therefore, we are requesting the following appropriated and not encumbered monies be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2016 - 2019	301 – Capital	\$20,000	

Utility Mapping Update (2018CIP014) – This project was initiated in 2019 using Service Department Funds and is ongoing. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2018	201 – Water	\$7,500	
	202 - Sewer	\$7,500	
	208 - Storm	\$7,500	

Sanitary Sewer Televising (2018CIP012) – This project is intended to become an annual program that will allow us to have an assessment of the structural integrity of our sanitary collection system. Therefore, the any unencumbered funds are requested to be appropriated the following year to meet the eventual goal of the annual project. The following appropriated and not encumbered monies are requested to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	202 – Sewer	\$1,400	

Storm Water Rate Analysis (2017CIP007) –This project was initiated in 2017 and the first phase was completed in 2018. The project was delayed due to other conflicting priorities. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2017	208 – Storm	\$75,900	

Cedar Street Reconstruction (2015CIP007) –This project was constructed in 2018. However, we are working with a property to owner who has had some health issues to resolve a minor grading issue. Therefore, we are requesting the following minimal amount to re-appropriate in 2020 to address this last minor issue.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2018	301 – Capital	\$10,000	

Mogadore Road Paving South of SR 261 (Portage County) (2019CIP007) –This project was constructed in 2019 by Portage County. We are awaiting the invoice for our share of the project. Therefore, the following appropriated and un-encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	301 –Capital	\$40,000	

Sunrise Bridge Replacement (2018CIP010) – This project was initiated in 2019. Application was made to ODOT’s municipal bridge program. Unfortunately, the application was unsuccessful. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2018	301 - Capital	\$8,750	

Engineering Vehicle Replacement (2017ENG003) – This vehicle was purchased in 2019 and we are waiting on delivery of the vehicle. Once received it will need to be outfitted for use by staff. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2019.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2016	201 – Water	\$1,450	
	202 - Sewer	\$1,450	
	208 - Storm	\$1,450	
	301 - Capital	\$1,450	

New Police Building (2013KPD001) – This project was completed in 2018 and many normal minor issues were resolved in 2019 with the construction of the building. However, the demolition of the existing facility remains to be completed. The bid documents for the building demolition are progress and the demolition will be completed in 2020. Therefore, the following appropriated and not encumbered monies will need to be re- appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2013	303 – New Police Building	\$349,500	

Pilot Sidewalk Programs (2019CIP003) – This project was initiated in 2019 to provide property owners with more timely options to repair the sidewalk in front of their properties. We have had several inquiries into the programs, but none yet to move forward with them. We are requesting to re-appropriate the money to allow for time to determine the viability of the pilot programs. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	301 – Capital	\$30,000	

New Admin. Building (2016ADM001) – This project planning and design was initiated in 2018 and is proceeding. The project’s planning process is taking longer than anticipated as the right building for the citizens of Kent is being found. Therefore, the following appropriated and not encumbered monies will need to be re- appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2016	301 – Capital	\$531,000	

West Side Fire Station (2016KFD005, 006 & 007) – This project design was completed in 2019 and the project was bid. However, the bids came in higher than the established budget so the project was delayed and will need to be rebid in 2020. Therefore, the following appropriated and not encumbered monies will need to be re- appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2016 (KFD005)	301 – Capital	\$50,000	
2016 (KFD006)	301 – Capital	\$150,000	
2016 (KFD007)	301 – Capital	\$333,825	

Water Reclamation Facility Projects:

SCADA Updates (2018WRF010) –This will add more storage to the SCADA System and to replace outdated hardware to allow for added items allowing for real time monitoring of equipment and the treatment process. The project was not initiated due to higher priorities. Therefore, the following appropriated and not encumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2018	202 – Sewer	\$20,000	

Concrete Repair (2019WRF003) –This project includes small repairs around the facility as required. This is a continual program and the unencumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	202 – Sewer	\$3,592	

Waterfall/Dam Upkeep (2019WRF002) –This project includes minor repairs of pumps, motors, electrical equipment along with the pump house, as needed for the waterfall/dam downtown. This is a continual program and the unencumbered monies will need to be re-appropriated in 2020.

Original CIP Year	Fund	Re-Appropriation Request	Comment
2019	202 – Sewer	\$10,000	

In addition to the above re-appropriations, the following are anticipated **reimbursements from existing encumbrances** on current projects:

Project	Fund	Source	Reimbursements
Summit Street Traffic Signal Coordination	001 - General	Federal	\$131,520
Summit Street Traffic Signal Coordination	201 - Water	Federal	\$131,520
Summit Street Traffic Signal Coordination	202 - Sewer	Federal	\$131,520
Summit Street Traffic Signal Coordination	208 - Storm	Federal	\$131,520
Summit Street Traffic Signal Coordination	301 - Capital	Federal	\$206,796
Summit Street Traffic Signal Coordination	301 - Capital	Kent State University	\$192,390
SR 43 Signalization	301 - Capital	Federal	\$203,704
SR 43 Signalization	301 - Capital	State	\$20,801
Valleyview/Morris	201 - Water	State	\$44,000
Valleyview/Morris	208 - Storm	State	\$46,000
Hudson Rd Watermain	201 - Water	State	\$14,029
North Water Street	301 - Capital	Federal	\$36,070

The total 2019 appropriations and reimbursements needing to be re-appropriated, by fund, based on the above are:

Fund	2019 Re-appropriations	Re-appropriations Reimbursable Amount	Existing Encumbrances Reimbursable Amount
001 - General	\$0	\$0	\$131,520
201 - Water	\$544,974	\$284,250	\$189,5490
202 - Sewer	\$93,901	\$0	\$131,520
208 - Storm	\$1,171,818	\$568,500	\$177,520
301 - Capital	\$1,947,283	\$311,050	\$659,761
303 - Police Building	\$349,500	\$0	\$0

- C: Brian Huff
 Melanie Baker
 Jon Giaquinto
 Rhonda Boyd
 Pat Homan
 Cori Finney
 Bill Schesventer
 Cathy Wilson
 Sheri Chestnutwood
 File

**KENT POLICE DEPARTMENT
DECEMBER 2019**

	DECEMBER 2018	DECEMBER 2019	TOTAL 2018	TOTAL 2019
CALLS FOR SERVICE	1883	1956	25069	27981
FIRE CALLS	378	344	4680	4673
ARRESTS, TOTAL	117	108	1605	1679
JUVENILE ARRESTS	3	3	90	91
O.V.I. ARRESTS	11	16	145	175
TRAFFIC CITATIONS	172	240	2869	3119
PARKING TICKETS	1050	967	11733	11106
ACCIDENT REPORTS	60	64	705	713
Property Damage	33	33	405	418
Injury	8	13	105	149
Private Property	14	10	147	46
Hit-Skip	3	4	36	46
OVI Related	1	3	10	8
Pedestrians	1	1	10	8
Fatals	0	0	0	0
U.C.R. STATISTICS				
Homicide	0	0	0	0
Rape	0	0	3	3
Robbery	1	0	9	8
Assault Total	6	16	162	185
Serious		1	24	19
Simple	5	15	138	166
Burglary	9	2	79	58
Larceny	29	19	330	314
Auto Theft	0	0	12	13
Arson	0	0	3	1
Human Trafficking:Servitude	0	0	0	0
Human Trafficking:Sex Acts	0	0	0	0
TOTAL	45	37	598	582
CRIME CLEARANCES				
Homicide	0	0	0	0
Rape	0	0	0	2
Robbery	0	0	4	4
Assault Total	7	11	133	159
Serious		1	19	16
Simple	6	10	115	144
Burglary	2	1	17	22
Larceny	4	6	42	49
Auto Theft	0	0	0	6
Arson	0	0	2	0
Human Trafficking:Servitude	0	0	0	0
Human Trafficking:Sex Acts	0	0	0	0
TOTAL	13	18	198	242



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT Building Services Division

To: Dave Ruller
City Manager

From: Bridget Susel
Community Development Director

A handwritten signature in blue ink, appearing to read "B.Susel", is written over the name "Bridget Susel" in the "From:" line.

Date: January 24, 2020

RE: Monthly Permit and Zoning Complaint Report – December, 2019

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

Permit Revenue Report

Payment Date Range 12/01/19 - 12/31/19

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						
MOWING - MOWING		1	0	75.00	.00	75.00
NUISANCE FINE - NUISANCE FINE		3	0	1,700.00	.00	1,700.00
Permit Type CODE VIOLATION-CODE VIOLATION Totals						
		4	0	\$1,775.00	\$0.00	\$1,775.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL						
3% BBS - 3% BBS		2	0	4.58	.00	4.58
COM-ELEC REPAIR - Commercial Electric Repair/Remodel		1	0	102.80	.00	102.80
CRES-ELECT RPAIR - Commercial Residential Electric Repair/Remodel		1	0	50.00	.00	50.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals						
		4	0	\$157.38	\$0.00	\$157.38
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL						
1% BBS - 1% BBS		4	0	2.00	.00	2.00
RES-ELEC REPAIR - Residential Electric Repair/Remodel		4	0	200.00	.00	200.00
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals						
		8	0	\$202.00	\$0.00	\$202.00
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL						
BOND-EXCAVATION - EXCAVATION BOND		1	0	1,000.00	.00	1,000.00
EXCAVATION - EXCAVATION		10	0	200.00	.00	200.00
SEWER COMM - SEWER COMMERCIAL		1	0	75.00	.00	75.00
STORM COM PERMIT - STORM SEWER COMMERCIAL PERMIT		1	0	75.00	.00	75.00
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals						
		13	0	\$1,350.00	\$0.00	\$1,350.00
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL						
BOND-EXCAVATION - EXCAVATION BOND		2	0	2,000.00	.00	2,000.00
EXCAVATION - EXCAVATION		4	0	80.00	.00	80.00
SEWER RES - SEWER RESIDENTIAL		1	0	25.00	.00	25.00
WATER FEE - WATER FEE		3	0	75.00	.00	75.00
WATER MISC PARTS - WATER MISC PARTS		1	0	34.00	.00	34.00
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL Totals						
		11	0	\$2,214.00	\$0.00	\$2,214.00
Permit Type EXISTING COMM-EXISTING COMMERCIAL						
3% BBS - 3% BBS		2	0	22.27	.00	22.27
COM-BUILD ADD - Commercial Building Addition		2	0	742.50	.00	742.50
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		4	0	787.50	.00	787.50
PLAN REVIEW 4+ - Plan Review for 4 or More Reviews		5	0	1,125.00	.00	1,125.00
Permit Type EXISTING COMM-EXISTING COMMERCIAL Totals						
		13	0	\$2,677.27	\$0.00	\$2,677.27
Permit Type EXISTING RES-EXISTING RESIDENTIAL						
1% BBS - 1% BBS		6	0	3.84	.00	3.84
1% BBS OVERRIDE - 1% BBS OVERRIDE		1	0	.01	.00	.01
RES-BUILD ADD 1 - Residential Building Addition- Single Family		4	0	234.40	.00	234.40
RES-BUILD ADD 2 - Residential Building Addition- Two Family		1	0	100.00	.00	100.00

Permit Revenue Report

Payment Date Range 12/01/19 - 12/31/19

Summary Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type EXISTING RES-EXISTING RESIDENTIAL						
RES-BUILD REPAIR - Residential Building Remodel/Repair		1	0	50.00	.00	50.00
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals		13	0	\$388.25	\$0.00	\$388.25
Permit Type FIRE ALARM-FIRE ALARM						
3% BBS - 3% BBS		1	0	4.75	.00	4.75
COM-SUPR SYS RPR - Commercial Suppression Systems Repair/Remodel		1	0	158.18	.00	158.18
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	112.50	.00	112.50
Permit Type FIRE ALARM-FIRE ALARM Totals		4	0	\$375.43	\$0.00	\$375.43
Permit Type HVAC COMM-HVAC COMMERCIAL						
3% BBS - 3% BBS		1	0	1.50	.00	1.50
COM-HVAC REPLACE - Commercial HVAC Replacement		1	0	50.00	.00	50.00
COM-REINSPECTION - Commercial Reinspection Fees		1	0	100.00	.00	100.00
Permit Type HVAC COMM-HVAC COMMERCIAL Totals		3	0	\$151.50	\$0.00	\$151.50
Permit Type HVAC RES-HVAC RESIDENTIAL						
1% BBS - 1% BBS		17	0	6.90	.00	6.90
RES-HVAC NEW - Residential HVAC New		1	0	100.00	.00	100.00
RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement		14	0	490.00	.00	490.00
RES-HVAC REPAIR - Residential HVAC Repair/Remodel		2	0	100.00	.00	100.00
Permit Type HVAC RES-HVAC RESIDENTIAL Totals		34	0	\$696.90	\$0.00	\$696.90
Permit Type PC-PLANNING COMMISSION						
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION		1	0	100.00	.00	100.00
PC - PLANNING COMMISSION		2	0	200.00	.00	200.00
Permit Type PC-PLANNING COMMISSION Totals		3	0	\$300.00	\$0.00	\$300.00
Permit Type PLUMB COMM-PLUMBING COMMERCIAL						
3% BBS - 3% BBS		2	0	3.00	.00	3.00
CRES-PLUMB RPAIR - Commercial Residential Plumbing Repair/Remodel		2	0	100.00	.00	100.00
Permit Type PLUMB COMM-PLUMBING COMMERCIAL Totals		4	0	\$103.00	\$0.00	\$103.00
Permit Type PLUMB RES-PLUMBING RESIDENTIAL						
1% BBS - 1% BBS		9	0	4.10	.00	4.10
RES-PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement		6	0	210.00	.00	210.00
RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel		2	0	100.00	.00	100.00
RES-PLUMBING NEW - Residential Plumbing New		1	0	100.00	.00	100.00
Permit Type PLUMB RES-PLUMBING RESIDENTIAL Totals		18	0	\$414.10	\$0.00	\$414.10
Permit Type ZONING-ZONING						
COM-ZONING ADD - Commercial Zoning Addition		1	0	142.75	.00	142.75

Permit Revenue Report

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Summary Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type ZONING-ZONING						
RES-ZONING - Residential Zoning Fence Pool Etc		1	0	25.00	.00	25.00
RES-ZONING ADD - Residential Zoning Addition		3	0	75.00	.00	75.00
		5	0	\$242.75	\$0.00	\$242.75
Permit Type ZONING-ZONING Totals		140	0	\$11,197.58	\$0.00	\$11,197.58
Grand Totals						

Fee Code	Permit Type	Transaction Type	Date	Transaction Number	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed							
BZA - BOARD OF ZONING APPEALS																	
BZA - BOARD OF BUILDING APPEALS	BZA - BOARD OF ZONING APPEALS	Payment Monies Received	12/04/2019		BZ20-001	3	0	150.00	.00	150.00							
		Payment Monies Received	12/24/2019		BZ20-002				50.00								
		Payment Monies Received	12/24/2019		BZ20-003				50.00								
<table border="0" style="width:100%"> <tr> <td style="width:50%">Permit Type BZA - BOARD OF ZONING APPEALS</td> <td style="width:10%">Totals</td> <td style="width:10%">3</td> <td style="width:10%">0</td> <td style="width:10%">\$150.00</td> <td style="width:10%">\$0.00</td> <td style="width:10%">\$150.00</td> </tr> </table>											Permit Type BZA - BOARD OF ZONING APPEALS	Totals	3	0	\$150.00	\$0.00	\$150.00
Permit Type BZA - BOARD OF ZONING APPEALS	Totals	3	0	\$150.00	\$0.00	\$150.00											
CODE VIOLATION-CODE VIOLATION																	
MOWING - MOWING	CODE VIOLATION-CODE VIOLATION	Payment Monies Received	12/06/2019		2019-00000015	1	0	75.00	.00	75.00							
		Payment Monies Received							75.00								
<table border="0" style="width:100%"> <tr> <td style="width:50%">Permit Type CODE VIOLATION-CODE VIOLATION</td> <td style="width:10%">Totals</td> <td style="width:10%">1</td> <td style="width:10%">0</td> <td style="width:10%">75.00</td> <td style="width:10%">.00</td> <td style="width:10%">75.00</td> </tr> </table>											Permit Type CODE VIOLATION-CODE VIOLATION	Totals	1	0	75.00	.00	75.00
Permit Type CODE VIOLATION-CODE VIOLATION	Totals	1	0	75.00	.00	75.00											
NUISANCE FINE - NUISANCE FINE																	
	NUISANCE FINE - NUISANCE FINE	Payment Monies Received	12/04/2019		2019-00000014	3	0	1,700.00	.00	1,700.00							
		Payment Monies Received	12/06/2019		2019-00000015				200.00								
		Payment Monies Received	12/12/2019		2019-00000016				300.00								
<table border="0" style="width:100%"> <tr> <td style="width:50%">Permit Type NUISANCE FINE</td> <td style="width:10%">Totals</td> <td style="width:10%">3</td> <td style="width:10%">0</td> <td style="width:10%">1,700.00</td> <td style="width:10%">.00</td> <td style="width:10%">1,700.00</td> </tr> </table>											Permit Type NUISANCE FINE	Totals	3	0	1,700.00	.00	1,700.00
Permit Type NUISANCE FINE	Totals	3	0	1,700.00	.00	1,700.00											
CODE VIOLATION-CODE VIOLATION																	
3% BBS - 3% BBS	CODE VIOLATION-CODE VIOLATION	Payment Monies Received	12/18/2019		2019-00000913	4	0	\$1,775.00	\$0.00	\$1,775.00							
		Payment Monies Received	12/18/2019		2019-00000915	2	0	4.58	.00	4.58							
<table border="0" style="width:100%"> <tr> <td style="width:50%">Permit Type CODE VIOLATION-CODE VIOLATION</td> <td style="width:10%">Totals</td> <td style="width:10%">4</td> <td style="width:10%">0</td> <td style="width:10%">\$1,775.00</td> <td style="width:10%">\$0.00</td> <td style="width:10%">\$1,775.00</td> </tr> </table>											Permit Type CODE VIOLATION-CODE VIOLATION	Totals	4	0	\$1,775.00	\$0.00	\$1,775.00
Permit Type CODE VIOLATION-CODE VIOLATION	Totals	4	0	\$1,775.00	\$0.00	\$1,775.00											
Commercial Electric Repair/Remodel																	
COM-ELEC REPAIR - Commercial Electric Repair/Remodel	Commercial Electric Repair/Remodel	Payment Monies Received	12/18/2019		2019-00000913	1	0	102.80	.00	102.80							
		Payment Monies Received							102.80								
<table border="0" style="width:100%"> <tr> <td style="width:50%">Permit Type Commercial Electric Repair/Remodel</td> <td style="width:10%">Totals</td> <td style="width:10%">1</td> <td style="width:10%">0</td> <td style="width:10%">102.80</td> <td style="width:10%">.00</td> <td style="width:10%">102.80</td> </tr> </table>											Permit Type Commercial Electric Repair/Remodel	Totals	1	0	102.80	.00	102.80
Permit Type Commercial Electric Repair/Remodel	Totals	1	0	102.80	.00	102.80											
Commercial Residential Electric Repair/Remodel																	
CRES-ELECT RPAIR - Commercial Residential Electric Repair/Remodel	Commercial Residential Electric Repair/Remodel	Payment Monies Received	12/18/2019		2019-00000915	1	0	50.00	.00	50.00							
		Payment Monies Received							50.00								
<table border="0" style="width:100%"> <tr> <td style="width:50%">Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL</td> <td style="width:10%">Totals</td> <td style="width:10%">4</td> <td style="width:10%">0</td> <td style="width:10%">\$157.38</td> <td style="width:10%">\$0.00</td> <td style="width:10%">\$157.38</td> </tr> </table>											Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL	Totals	4	0	\$157.38	\$0.00	\$157.38
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL	Totals	4	0	\$157.38	\$0.00	\$157.38											

Fee Code	Permit Type	Transaction Type	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
1% BBS - 1% BBS								
12/11/2019	Payment Monies Received	2019-00000895	4	0	2.00	.00	2.00	
12/11/2019	Payment Monies Received	2019-00000897				.50		
12/18/2019	Payment Monies Received	2019-00000912				.50		
12/27/2019	Payment Monies Received	2019-00000930				.50		
						\$2.00		
RES-ELEC REPAIR - Residential Electric Remodel/Repair								
12/11/2019	Payment Monies Received	2019-00000895	4	0	200.00	.00	200.00	
12/11/2019	Payment Monies Received	2019-00000897				50.00		
12/18/2019	Payment Monies Received	2019-00000912				50.00		
12/27/2019	Payment Monies Received	2019-00000930				50.00		
						\$200.00		
Permit Type ELECTRICAL RES-RESIDENTIAL Totals								
			8	0	\$202.00	\$0.00	\$202.00	
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL								
BOND-EXCAVATION - EXCAVATION BOND								
12/16/2019	Payment Monies Received	2019-00000150	1	0	1,000.00	.00	1,000.00	
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals								
			8	0	\$202.00	\$0.00	\$202.00	
EXCAVATION - EXCAVATION								
12/06/2019	Payment Monies Received	2019-00000137	10	0	200.00	.00	200.00	
12/06/2019	Payment Monies Received	2019-00000138				20.00		
12/06/2019	Payment Monies Received	2019-00000142				20.00		
12/06/2019	Payment Monies Received	2019-00000143				20.00		
12/06/2019	Payment Monies Received	2019-00000144				20.00		
12/06/2019	Payment Monies Received	2019-00000145				20.00		
12/11/2019	Payment Monies Received	2019-00000147				20.00		
12/16/2019	Payment Monies Received	2019-00000150				20.00		
12/17/2019	Payment Monies Received	2016-00000114				20.00		
12/27/2019	Payment Monies Received	2019-00000154				20.00		
						\$200.00		
SEWER COMM - SEWER COMMERCIAL								
12/27/2019	Payment Monies Received	2019-00000154	1	0	75.00	.00	75.00	
Permit Type SEWER COMMERCIAL Totals								
			1	0	75.00	.00	75.00	
						75.00		
						\$75.00		

Permit Revenue Report

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Detail Listing

Fee Code	Permit Type	Transaction Type	Date	Transaction Number	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type EXISTING COMM-EXISTING COMMERCIAL										
COM-BUILD ADD - Commercial Building Addition						2	0	742.50	\$22.27	742.50
		Transaction Type	Date	Transaction Number	Permit Number	Issued To			Amount	
		Payment Monies Received	12/17/2019		2015-00000662	MRF MACHINE & HYDRAULICS INC			500.00	
		Payment Monies Received	12/20/2019		2019-00000789	BEAVER CONSTRUCTORS, INC.			242.50	
									\$742.50	742.50
PLAN REVIEW <= 3 - Plan Review for 3 or Less Reviews										
		Transaction Type	Date	Transaction Number	Permit Number	Issued To			Amount	
		Payment Monies Received	12/11/2019		2019-00000839	TROY CONSTRUCTION			56.25	
		Payment Monies Received	12/17/2019		2019-00000760	RITENOUR GROUP			37.50	
		Payment Monies Received	12/20/2019		2019-00000789	BEAVER CONSTRUCTORS, INC.			262.50	
		Payment Monies Received	12/20/2019		2019-00000789	BEAVER CONSTRUCTORS, INC.			431.25	
									\$787.50	787.50
PLAN REVIEW 4+ - Plan Review for 4 or More Reviews										
		Transaction Type	Date	Transaction Number	Permit Number	Issued To			Amount	
		Payment Monies Received	12/16/2019		2019-00000415	HUMMEL CONSTRUCTION CO			312.50	
		Payment Monies Received	12/17/2019		2015-00000662	MRF MACHINE & HYDRAULICS INC			312.50	
		Payment Monies Received	12/17/2019		2019-00000760	RITENOUR GROUP			125.00	
		Payment Monies Received	12/17/2019		2019-00000760	RITENOUR GROUP			125.00	
		Payment Monies Received	12/18/2019		2019-00000618	ETLING CONTRACTING LLC			250.00	
									\$1,125.00	1,125.00
Permit Type EXISTING COMM-EXISTING COMMERCIAL Totals										
1% BBS - 1% BBS						13	0	\$2,677.27	\$0.00	\$2,677.27
Permit Type EXISTING RES-EXISTING RESIDENTIAL										
		Transaction Type	Date	Transaction Number	Permit Number	Issued To			Amount	
		Payment Monies Received	12/05/2019		2019-00000884	M & M CONSTRUCTION & LANDSCAPE			.56	
		Payment Monies Received	12/13/2019		2019-00000890	GREAT DAY IMPROVEMENTS			.62	
		Payment Monies Received	12/17/2019		2018-00000879	BRETT & BRITTANIE PUCILLO			.54	
		Payment Monies Received	12/19/2019		2019-00000916	R. COOLEY ENTERPRISES			.62	
		Payment Monies Received	12/20/2019		2019-00000923	CTC CONTRACTING			.50	
		Payment Monies Received	12/30/2019		2019-00000909	STEVE BABLE CONSTRUCTION			1.00	
									\$3.84	3.84
1% BBS OVERRIDE - 1% BBS OVERRIDE										
		Transaction Type	Date	Transaction Number	Permit Number	Issued To			Amount	
		Payment Monies Received	12/05/2019		2019-00000884	M & M CONSTRUCTION & LANDSCAPE			.01	
									\$0.01	\$0.01

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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						
RES-BUILD ADD 1 - Residential Building Addition- Single Family						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
12/05/2019	Payment Monies Received	2019-00000884	M & M CONSTRUCTION & LANDSCAPE	234.40	56.40	234.40
12/13/2019	Payment Monies Received	2019-00000890	GREAT DAY IMPROVEMENTS		62.00	
12/17/2019	Payment Monies Received	2018-00000879	BRETT & BRITTANIE PUCILLO		54.00	
12/19/2019	Payment Monies Received	2019-00000916	R. COOLEY ENTERPRISES		62.00	
					\$234.40	
RES-BUILD ADD 2 - Residential Building Addition- Two Family						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
12/30/2019	Payment Monies Received	2019-00000909	STEVE BABLE CONSTRUCTION	100.00	100.00	100.00
RES-BUILD REPAIR - Residential Building Remodel/Repair						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
12/20/2019	Payment Monies Received	2019-00000923	CTC CONTRACTING	50.00	50.00	50.00
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals						
		13	0	\$388.25	\$0.00	\$388.25
Permit Type FIRE ALARM-FIRE ALARM						
3% BBS - 3% BBS						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
12/11/2019	Payment Monies Received	2019-00000857	MATTLIN CUSTOM SYSTEMS INC	4.75	4.75	4.75
COM-SUPR SYS RPR - Commercial Suppression Systems						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
12/11/2019	Payment Monies Received	2019-00000857	MATTLIN CUSTOM SYSTEMS INC	158.18	158.18	158.18
FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
12/11/2019	Payment Monies Received	2019-00000857	MATTLIN CUSTOM SYSTEMS INC	100.00	100.00	100.00
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
12/11/2019	Payment Monies Received	2019-00000857	MATTLIN CUSTOM SYSTEMS INC	112.50	112.50	112.50
Permit Type FIRE ALARM-FIRE ALARM Totals						
		4	0	\$375.43	\$0.00	\$375.43

Fee Code	Transaction Type	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type HVAC COMM-HVAC COMMERCIAL							
3% BBS - 3% BBS	Payment Monies Received	2019-00000878	1	0	1.50	.00	1.50
12/02/2019			Issued To			Amount	
			BLIND & SONS			1.50	
						\$1.50	
COM-HVAC REPLACE - Commercial HVAC Replacement							
12/02/2019	Payment Monies Received	2019-00000878	1	0	50.00	.00	50.00
			Issued To			Amount	
			BLIND & SONS			50.00	
						\$50.00	
COM-REINSPECTION - Commercial Reinspection Fees							
12/13/2019	Payment Monies Received	2019-00000227	1	0	100.00	.00	100.00
			Issued To			Amount	
			ENGINEERING EXCELLENCE			100.00	
						\$100.00	
Permit Type HVAC COMM-HVAC COMMERCIAL Totals							
			3	0	\$151.50	\$0.00	\$151.50
Permit Type HVAC RES-HVAC RESIDENTIAL							
1% BBS - 1% BBS	Payment Monies Received	2019-00000873	17	0	6.90	.00	6.90
12/02/2019			Issued To			Amount	
12/02/2019			SISLER HEATING & COOLING INC.			.35	
12/02/2019			JACKSON COMFORT SYSTEMS			.35	
12/02/2019			WRIGHT HEATING & AIR CONDITIONING			.35	
12/02/2019			EAST OHIO FURNACE CO INC			.50	
12/02/2019			CROWN HEATING & COOLING INC			1.00	
12/02/2019			JOSE A DOMINICCI			.35	
12/06/2019			D C HEATING & COOLING INC.			.35	
12/09/2019			CUSTOM COMFORT HEATING & AIR CONDITIONING LLC			.35	
12/11/2019			AMERIPRO PLUMBING & HEATING LLC			.35	
12/13/2019			EAST OHIO FURNACE CO INC			.35	
12/18/2019			APOLLO HEATING & COOLING			.35	
12/18/2019			APOLLO HEATING & COOLING			.35	
12/18/2019			APOLLO HEATING & COOLING			.35	
12/20/2019			EAST OHIO FURNACE CO INC			.50	
12/20/2019			THE K COMPANY			.35	
12/20/2019			WRIGHT HEATING & AIR CONDITIONING			.35	
12/30/2019			APOLLO HEATING & COOLING			.35	
						\$6.90	
RES-HVAC NEW - Residential HVAC New							
12/02/2019	Payment Monies Received	2019-00000879	1	0	100.00	.00	100.00
			Issued To			Amount	
			CROWN HEATING & COOLING INC			100.00	
						\$100.00	

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Payment Date Range 12/01/19 - 12/31/19

Detail Listing

Fee Code	Permit Type	Transaction Type	Transaction Date	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
	Permit Type HVAC RES-HVAC RESIDENTIAL								
	RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement								
		Transaction Type	Date	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
		Payment Monies Received	12/02/2019	2019-00000873	14	0	490.00	.00	490.00
		Payment Monies Received	12/02/2019	2019-00000875					
		Payment Monies Received	12/02/2019	2019-00000876					
		Payment Monies Received	12/02/2019	2019-00000881					
		Payment Monies Received	12/06/2019	2019-00000889					
		Payment Monies Received	12/09/2019	2019-00000892					
		Payment Monies Received	12/11/2019	2019-00000896					
		Payment Monies Received	12/13/2019	2019-00000905					
		Payment Monies Received	12/18/2019	2019-00000910					
		Payment Monies Received	12/18/2019	2019-00000911					
		Payment Monies Received	12/18/2019	2019-00000914					
		Payment Monies Received	12/20/2019	2019-00000924					
		Payment Monies Received	12/20/2019	2019-00000925					
		Payment Monies Received	12/30/2019	2019-00000932					
									\$490.00
	Permit Type RES-HVAC RESIDENTIAL								
	RES-HVAC REPAIR - Residential HVAC Repair/Remodel								
		Transaction Type	Date	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
		Payment Monies Received	12/02/2019	2019-00000877	2	0	100.00	.00	100.00
		Payment Monies Received	12/20/2019	2019-00000920					
									\$696.90
	Permit Type PC-PLANNING COMMISSION								
	FIRE-REVIEW INSP - FIRE DEPT REVIEW & INSPECTION								
		Transaction Type	Date	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
		Payment Monies Received	12/24/2019	PC20-004	1	0	100.00	.00	100.00
									\$100.00
	Permit Type PC-PLANNING COMMISSION								
	PC - PLANNING COMMISSION								
		Transaction Type	Date	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
		Payment Monies Received	12/12/2019	PC20-003	2	0	200.00	.00	200.00
		Payment Monies Received	12/24/2019	PC20-004					
									\$200.00
									\$300.00

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Detail Listing

Fee Code	Permit Type	PLUMB COMM-PLUMBING COMMERCIAL	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
3% BBS - 3% BBS				2	0	3.00	.00	3.00
	Transaction Type			Permit Number	Issued To		Amount	
	12/19/2019	Payment Monies Received		2019-00000918	KLINE & KAVALI		1.50	
	12/19/2019	Payment Monies Received		2019-00000919	KLINE & KAVALI		1.50	
							\$3.00	
CRES-PLUMB RPAIR - Commercial Residential Plumbing Repair/Remodel								
	12/19/2019	Payment Monies Received		2	0	100.00	.00	100.00
	12/19/2019	Payment Monies Received		2019-00000918	KLINE & KAVALI		50.00	
	12/19/2019	Payment Monies Received		2019-00000919	KLINE & KAVALI		50.00	
							\$100.00	
Permit Type PLUMB COMM-PLUMBING COMMERCIAL Totals								
				4	0	\$103.00	\$0.00	\$103.00
1% BBS - 1% BBS				9	0	4.10	.00	4.10
	Transaction Type			Permit Number	Issued To		Amount	
	12/02/2019	Payment Monies Received		2019-00000872	SISLER HEATING & COOLING INC.		.35	
	12/02/2019	Payment Monies Received		2019-00000880	COUNTRYSIDE PLUMBING INC		1.00	
	12/03/2019	Payment Monies Received		2019-00000883	ABC PLUMBING & DRAIN		.35	
	12/11/2019	Payment Monies Received		2019-00000893	KLINE & KAVALI		.50	
	12/11/2019	Payment Monies Received		2019-00000894	CURRENCE HOME MAINTENANCE		.35	
	12/11/2019	Payment Monies Received		2019-00000898	ABC DRAIN & PLUMBING		.50	
	12/13/2019	Payment Monies Received		2019-00000904	APPC PLUMBING SERVICES		.35	
	12/19/2019	Payment Monies Received		2019-00000917	KLINE & KAVALI		.35	
	12/20/2019	Payment Monies Received		2019-00000922	WIESE PLUMBING & HEATING		.35	
							\$4.10	
Permit Type PLUMB RES-PLUMBING RESIDENTIAL								
				6	0	210.00	.00	210.00
	Transaction Type			Permit Number	Issued To		Amount	
	12/02/2019	Payment Monies Received		2019-00000872	SISLER HEATING & COOLING INC.		35.00	
	12/03/2019	Payment Monies Received		2019-00000883	ABC PLUMBING & DRAIN		35.00	
	12/11/2019	Payment Monies Received		2019-00000894	CURRENCE HOME MAINTENANCE		35.00	
	12/13/2019	Payment Monies Received		2019-00000904	APPC PLUMBING SERVICES		35.00	
	12/19/2019	Payment Monies Received		2019-00000917	KLINE & KAVALI		35.00	
	12/20/2019	Payment Monies Received		2019-00000922	WIESE PLUMBING & HEATING		35.00	
							\$210.00	
RES-PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement								
				2	0	100.00	.00	100.00
	Transaction Type			Permit Number	Issued To		Amount	
	12/11/2019	Payment Monies Received		2019-00000893	KLINE & KAVALI		50.00	
	12/11/2019	Payment Monies Received		2019-00000898	ABC DRAIN & PLUMBING		50.00	

Permit Revenue Report

Payment Date Range 12/01/19 - 12/31/19

Detail Listing

Fee Code	Permit Type	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type PLUMB RES-PLUMBING RESIDENTIAL							
RES-PLUMBING NEW - Residential Plumbing New			1	0	100.00	\$100.00	100.00
12/02/2019	Transaction Type	Payment Monies Received	Permit Number	Issued To	Amount	Amount	
			2019-00000880	COUNTRYSIDE PLUMBING INC	100.00	100.00	
					\$100.00	\$100.00	
Permit Type PLUMB RES-PLUMBING RESIDENTIAL Totals							
			18	0	\$414.10	\$0.00	\$414.10
Permit Type ZONING-ZONING							
COM-ZONING ADD - Commercial Zoning Addition			1	0	142.75	.00	142.75
12/20/2019	Transaction Type	Payment Monies Received	Permit Number	Issued To	Amount	Amount	
			2019-00000790	BEAVER CONSTRUCTORS, INC.	142.75	142.75	
					\$142.75	\$142.75	
Permit Type ZONING-ZONING Totals							
			1	0	25.00	.00	25.00
12/05/2019	Transaction Type	Payment Monies Received	Permit Number	Issued To	Amount	Amount	
			2019-00000888	NADINE GOMEZ	25.00	25.00	
					\$25.00	\$25.00	
Permit Type ZONING-ZONING Totals							
			3	0	75.00	.00	75.00
12/05/2019	Transaction Type	Payment Monies Received	Permit Number	Issued To	Amount	Amount	
12/13/2019			2019-00000885	M & M CONSTRUCTION & LANDSCAPE	25.00	25.00	
12/17/2019			2019-00000891	GREAT DAY IMPROVEMENTS	25.00	25.00	
			2018-00000880	BRETT & BRITTANIE PUCILLO	25.00	25.00	
					\$75.00	\$75.00	
Permit Type ZONING-ZONING Totals							
			5	0	\$242.75	\$0.00	\$242.75
Grand Totals							
			140	0	\$1,197.58	\$0.00	\$1,197.58

Case by Inspector Report

Date Type: Open Date

From Date: 12/01/2019 - To Date: 12/31/2019

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	Location
Inspector: ENGINEERING SITE	Jen Barone 2019-00001410	Active	Point discharge of water	12/09/2019		46	Eric C. Helmstedter	1138 JESSIE AVE KENT, OH 44240
Jen Barone Totals: 1 Case(s)								
Inspector: ZONING	Paul Bauer 2019-00001369	Active	plowing business in residential zone	12/02/2019		53	Robin G. Turner	245 DODGE ST KENT, OH 44240
PROPERTY MAINTENANCE	2019-00001411	Active	gutters/dwnsppts, repair furnace and toilets, van w/ expired tags	12/09/2019		46	Doria Daniels	344 DODGE ST KENT, OH 44240
TRASH-DEBRIS	2019-00001413	Active	trash on tree lawn	12/11/2019		44	Paul J. Bauer	313 W ELM ST KENT, OH 44240
PROPERTY MAINTENANCE	2019-00001416	Active	water shut off	12/11/2019		44	Tracy L. Huffman	
PARKING IN YARD	2019-00001423	Active	parking on unapproved bump out	12/13/2019		42	Marla A. Dunn	303 VALLEYVIEW DR KENT, OH 44240
UNSHELTERED STORAGE-VEHICLE	2019-00001431	Active	inoperable, untagged boat	12/16/2019		39	Tracy A. Wallach	17-031-21-00-034-006 Smither's parcel, west of Marvin
BUILDING CODE	2019-00001438	Active	permits not finalized	12/23/2019		32	Paul J. Bauer	526 DODGE ST KENT, OH 44240
ZONING	2019-00001473	Active	fence w/o permit	12/30/2019		25	Paul J. Bauer	145 E SCHOOL ST KENT, OH 44240
Paul Bauer Totals: 8 Case(s)								
Inspector: ZONING-ROOMING HOUSE	Eric Helmstedter 2019-00001418	Active	2 siblings + 2 siblings	12/11/2019		44	Eric C. Helmstedter	1641 OLYMPUS DR KENT, OH 44240
PROPERTY MAINTENANCE	2019-00001419	Active	Peeling paint/repaint	12/11/2019		44	Eric C. Helmstedter	612 W MAIN ST KENT, OH 44240
			Failure to schedule					630 TALLMADGE

Case by Inspector Report

Date Type: Open Date

From Date: 12/01/2019 - To Date: 12/31/2019

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	Location
BUILDING CODE	2019-00001421	Active	re-inspection	12/12/2019		43	Eric C. Helmstedler	AVE KENT, OH 44240
ZONING-ROOMING HOUSE	2019-00001432	Active	3 per tenant	12/16/2019		39	Eric C. Helmstedler	512 CRAIN AVE KENT, OH 44240
BUILDING CODE	2019-00001443	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedler	527 CARTHAGE AVE KENT, OH 44240
BUILDING CODE	2019-00001446	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedler	1067 GRAHAM AVE KENT, OH 44240
BUILDING CODE	2019-00001447	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedler	1101 S LINCOLN ST KENT, OH 44240
BUILDING CODE	2019-00001448	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedler	701 MAE ST KENT, OH 44240
BUILDING CODE	2019-00001449	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedler	814 MAE ST KENT, OH 44240
BUILDING CODE	2019-00001450	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedler	951 MORRIS RD KENT, OH 44240
BUILDING CODE	2019-00001451	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedler	551 E SCHOOL ST KENT, OH 44240
BUILDING CODE	2019-00001452	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedler	215 SHERMAN ST KENT, OH 44240
			Failure to submit					

Case by Inspector Report

Date Type: Open Date

From Date: 12/01/2019 - To Date: 12/31/2019

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	Location
BUILDING CODE	2019-00001458	Active	rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedter	343 N MANTUA ST KENT, OH 44240
BUILDING CODE	2019-00001460	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedter	944 HUDSON RD KENT, OH 44240
BUILDING CODE	2019-00001461	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedter	577 PERRY ST KENT, OH 44240
BUILDING CODE	2019-00001462	Active	Failure to submit rental app, payment or schedule inspection	12/23/2019		32	Eric C. Helmstedter	760 W MAIN UNIT 101 KENT, OH 44240
BUILDING CODE	2019-00001474	Active	Failure to schedule re-inspection	12/31/2019		24	Eric C. Helmstedter	213 DODGE ST KENT, OH 44240
Eric Helmstedter Totals:		17 Case(s)						
Grand Totals :		26 Case(s)						