



Boards, Commissions, Committees September 2021 Candidates

Board of Health

- One (1) Vacancy
- One Applicant
 - Michelle Frederick, 2nd Term

Board of Zoning Appeals

- One (1) Vacancy
- No Applicants

Civil Service Commission

- One (1) Vacancy
- No Applicants

Design and Preservation Committee

- One (1) Vacancy
- No Applicants

Loan Review Board

- One (1) Vacancy for a Local Attorney
- No Applicants

Stormwater District Review and Appeals Board

- Two (2) Vacancies
- No Applicants



Online Form Submittal: Online Boards & Commissions Application

1 message

noreply@civicplus.com <noreply@civicplus.com>

Tue, Aug 24, 2021 at 4:11 PM

To: councilclerk@kent-ohio.org

Online Boards & Commissions Application

Note

First Name	Michelle
Last Name	Frederick
Address	532 Pioneer Avenue
City	Kent
State	Ohio
Zip Code	44240
Home Phone Number	<i>Field not completed.</i>
Cell Phone Number	330-592-1469
Email Address	Michelle_frederick@sbcglobal.net
# of years you have lived in Kent	31
Education	Bachelor of Pharmacy, Ohio Northern University
Place of Employment	CVS Kent, Ohio
Political Party	Democrat
Are you a registered voter?	Yes
Which boards, commissions and committees are you applying for:	Board of Health
Please provide educational and professional background to assist Council in review of your application.	I have been a local pharmacist for our community for over 30 years. This would be my second term on the Board of Health.
Why are you interested in this appointment?	Community outreach and improvement of our services
Resume or other qualifications	<i>Field not completed.</i>



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

To: Dave Ruller, City Manager
From: Rhonda C. Hall, CPA, Director of Budget and Finance
Date: August 24, 2021
Re: Salary Review Committee Recommendation

The Salary Review Committee was established to determine if a new salary for Council members was necessary in order for Council's salary to meet the Ohio Public Employees Retirement System (OPERS) guidelines on the minimum salary to earn a 1-year service credit (see attached) for each year on Council.

The Review Committee has established their recommended salaries for future Council positions to meet the OPERS guidelines through 2029 – see attached Exhibit A.

Rhonda Hall

Minimum earnable salary set to increase

Members will see legislation-linked hikes throughout the decade

By **Kristen Dohrmann**, Ohio Public Employees Retirement System

July 31, 2019 – The minimum amount that members of the Ohio Public Employees Retirement System must earn each month to qualify for full service credit will be increasing by 1.75 percent each year beginning in 2020, through 2029.

The minimum earnable salary for a full month of service credit will increase from the current level of \$660 per month to \$673.08 per month next year. Members can earn partial service credit for a given month if they earn less than these amounts.

Here's a schedule of the increases in the minimum earnable salary through 2029:

2018 Salary was \$660/month

Year	Salary
2020	\$673.08
2021	\$684.86
2022	\$696.84
2023	\$709.03
2024	\$721.44
2025	\$734.07
2026	\$746.91
2027	\$759.99
2028	\$773.29
2029	\$786.82

Exhibit A
 Kent Council Salary Review Committee
 Recommended Salary
 2022 - 2029

	2022	2023	2024	2025	2026	2027	2028	2029
Mayor	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,701.25	\$ 11,906.02	\$ 12,114.38	\$ 12,326.38	\$ 12,542.09
Council-at-Large	10,500.00	10,500.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47
Council-at-Large	10,500.00	10,500.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47
Council-at-Large	10,500.00	10,500.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47
Ward 1	7,700.00	7,700.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47
Ward 2	7,700.00	7,700.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47
Ward 3	7,700.00	7,700.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47
Ward 4	7,700.00	7,700.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47
Ward 5	7,700.00	7,700.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47
Ward 6	7,700.00	7,700.00	10,500.00	10,683.75	10,870.72	11,060.95	11,254.52	11,451.47

Kent City Hall Bid Opening - Bid Sheet

8/10/2021 2:00 p.m.

Architect's Estimate
\$7,300,000.00

Architect: Brandstetter Carroll, Inc. - Nancy Nozik
City staff present: Melanie Baker - Service Director
Sheri Chestnutwood - Adm. Asst. Service Dir.

Company	Bid Bond	Addendum			Lump sum bid	Notes:
		#1	#2	#3		
The Rubin Co	Y	X	X	X	9,450,000.00	
RFC Contracting	Y	X	X	X	9,439,000.00	
Sona Construction LLC	Y	X	X	X	9,200,000.00	
Hummel Construction	Y	X	X	X	8,500,000.00	
Ryzen Construction	Y	X	X	X	9,299,000.00	
Milkstone Mgmt Gey	Y	X	X	X	8,982,300.00	
Mets Const	Y	X	X	X	8,831,873.00	
Vendrick Const. Inc	Y	X	X	X	8,888,000.00	
Dunlop + Johnston Inc	Y	X	X	X	9,200,000.00	
Mike Coates Const	Y	X	X	X	9,145,155.00	
Cold Harbor Bldg	Y	X	X	X	9,130,000.00	
Thomarios	Y	X	X	X	8,511,000.00	
Infinity Const	Y	X	X	X	9,075,000.00	
Greenhart Co. LLC	Y	X	X	X	8,780,000.00	
cm Highley	Y	X	X	X	9,226,000.00	
Hudson Gravel Inc.	Y	X	X	X	8,927,000.00	



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: August 24, 2021

TO: Dave Ruller, City Manager

FROM: Bridget Susel, Community Development Director *B.S.*

RE: Board & Commission Attendance: Planning Commission, Board of Zoning Appeals, and Architectural Review Board

Per Council's motion at the August 18, 2021 Council meeting, the Community Development Department staff has compiled attendance records for the Planning Commission, Board of Zoning Appeals, and the Architectural Review Board in order for Council to ascertain if reduced attendance involving excused or unexcused absences of volunteer members has:

"lead to a tie on a pending case... lead to an applicant being turned away entirely, or a decision being reached that places the city in legal jeopardy." (Quote from July 23, 2021 email and memo from Mr. Clevenger-Morris addressed to Mayor Fiala, Members of Council; Note for the public record: use of Community Development Department letterhead for July 23, 2021 memo was not authorized by the City of Kent).

The Community Development Department staff reviewed all of the approved minutes, and for the most recent meetings, the draft minutes, for the Planning Commission, Board of Zoning Appeals, and Architectural Review Board for the period beginning January 2019 through August 2021. A total of 93 meeting records were reviewed for the 32-month period listed on the attached report. The review did not identify any cases that were not approved as the result of a "tie" nor was there any instance of an applicant being "turned away" or being delayed at a meeting, including meetings at which less than the full board or commission was present. A review of the meetings for this period also did not identify any case in which board or commission attendance was a factor in a decision that resulted in a legal challenge being filed against the City by an applicant.

The Community Development Department is responsible for administering 10 of the 19 boards and commissions that have been established by Kent City Council. In addition to these 10 boards and commissions, the Community Development Department also is responsible for administering the City's two (2) Joint Economic Development District (JEDD) boards. To date, the current Community Development Department staff has not been notified by any of the current or former members of any of the boards and commissions under the Community Development Department's purview of any concerns regarding attendance matters, other than those recently submitted by Mr. Clevenger-Morris.

The public statement read by Mr. Clevenger-Morris at the August 18, 2021 Council meeting stated that Mr. Clevenger-Morris:

“asked staff if there is a way to compel our members to attend our meetings, as I had begun to notice a trend in absences. Mr. Fink did, in fact note that we could choose to not excuse a member who is absent...But that recommendation was immediately met with pushback from other city staff, stating that it would set a bad/dangerous precedent if we began to do so.”
(Quote from written copy of public statement provided by Mr. Clevenger-Morris to the Clerk of Council on August 18, 2021).

The statement reported by Mr. Clevenger-Morris identified as “pushback from other city staff” was made by me. Mr. Fink, as the Assistant Law Director, is required to speak to the legality of inquiries regarding all City matters. Mr. Fink is correct in that, legally, any member of a board or commission can choose to not vote in support of a motion to excuse a volunteer board or commission member who has sent prior notification that he or she will not be in attendance. My statement, however, was “not pushback” as categorized by Mr. Clevenger-Morris. As the Community Development Director overseeing 12 different boards and commissions, I am cognizant of the legislative and regulatory responsibilities these boards and commissions have with regards to furthering the City’s community development activities and programs. I am also aware that during my almost 13 years here at the City, there have been some challenges with regards to maintaining consistent and ongoing full board and commission participation. Since the members of the City’s boards and commissions are all participating on a volunteer basis, it is my belief that it will set a dangerous precedent that may adversely affect current and future volunteer participation, which will then hinder the timely administering of community development activities, if boards and commissions transition to not formally excusing a member if that member has submitted prior notice of an absence.

The Community Development Department has administrative responsibility for a variety of City programming areas, including planning/zoning, building, economic development, housing, property maintenance/code enforcement, grants management, historic preservation, fair housing, environmentally hazardous sites, and even some aspects of public parking. Oversight of such a diverse programmatic scope is the reason why the Community Development Department staff is responsible for administering 12 different boards and commissions. These boards and commissions represent a combined total of 66 board and commission volunteers, attending a collective total of 50-55 meetings on an annual basis. In my role as the City’s Community Development Director for the last 10 years, I have attended a majority of these meetings, which over that span of time equates to more than 500 meetings. I cannot recall even one instance in which, while technically legally allowed, an excused absence has not been supported by a motion to excuse by other board and commission members when notice of an absence has been provided. It should also be noted that historically even prior to my tenure here, the public records reflect that if a chairperson did not proceed to request a motion to excuse a member after staff reported he/she had provided prior notification of an absence, a member of the Community Development Department staff, including the Director, asked if anyone on the board or commission wished to make a motion to excuse. This is done so that the approved summary minutes, which are the formal record of attendance for all City board and commission meetings, documents accurate attendance with regards to excused and unexcused absences.

I am respectfully requesting time at the September 1, 2021 Committee session to discuss the matter in greater detail and to respond to any questions or concerns members of Council may have regarding attendance at the board and commission meetings administered by Community Development Department.

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

Thank you.

Attachments

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

Boards and Commission Attendance Report 2019 - Present

Planning Commission		Board of Zoning Appeals		Architectural Review Board	
Meeting Date	Members Present	Meeting Date	Members Present	Meeting Date	Members Present
2/5/2019	5	1/28/2019	5	2/5/2019	5
2/19/2019	4	2/18/2019	4	3/5/2019	5
3/19/2019	5	3/18/2019	4	4/2/2019	4
4/2/2019	5	4/15/2019	4	5/7/2019	3
5/7/2019	5	5/20/2019	4	6/4/2019	5
5/21/2019	5	6/17/2019	4	7/2/2019	5
6/4/2019	3	8/19/2019	5	8/6/2019	3
6/18/2019	3	9/16/2019	5	9/3/2019	4
7/16/2019	3	10/21/2019	4	10/1/2019	4
8/6/2019	3	11/18/2019	5	11/5/2019	5
9/3/2019	5	1/27/2020	5	1/7/2020	4
10/1/2019	5	2/17/2020	5	2/4/2020	4
11/19/2019	4	3/16/2020	4	3/3/2020	5
12/3/2019	4	5/18/2020	4	5/5/2020	5
12/17/2019	3	6/15/2020	5	6/2/2020	5
1/7/2020	5	7/20/2020	4	7/7/2020	5
1/21/2020	4	8/17/2020	5	8/4/2020	5
2/4/2020	3	9/21/2020	5	9/1/2020	3
2/18/2020	4	12/21/2020	5	9/15/2020	4
3/3/2020	5	1/25/2021	5	10/6/2020	5
3/17/2020	3	3/15/2021	4	11/3/2020	5
6/2/2020	5	4/19/2021	4	11/19/2020	5
6/16/2020	3	5/17/2021	4	12/1/2020	5
8/18/2020	5	6/21/2021	4	3/2/2021	5
9/15/2020	4	7/19/2021	4	4/9/2021	4
10/20/2020	5			5/4/2021	5
10/27/2020	5			6/1/2021	5
11/17/2020	5			7/6/2021	4
12/15/2020	3			8/3/2021	5
1/26/2021	5				
2/9/2021	5				
2/16/2021	4				
4/6/2021	4				
5/4/2021	4				
5/18/2021	4				
6/1/2021	4				
6/22/2021	5				
7/6/2021	5				
7/20/2021	3				
39 meetings		25 meetings		29 meetings	



Boards, Commission & Committees List

City boards & commissions administered by Community Development
 Dept. highlighted in yellow; Also administer the Franklin Township &
 Brimfield Township Joint Economic Development District (JEDD) boards.

<u>Member</u>	<u>Date Appt'd</u>	<u>Term Expires</u>	<u>Member</u>	<u>Date Appt'd</u>	<u>Term Exp</u>
<u>ARCHITECTURAL REVIEW BOARD</u> (330) 678-8108			<u>CIVIL SERVICE COMMISSION</u> (330) 678-8101		
Meetings: 1 st Tuesday 4 p.m.			Meetings:		
Kevin Koogle	2017	12/31/21	Allyson Chicoski	2018	12/31/24
Dennis Saxe	2018	12/31/21	Marilyn Sessions	2020	12/31/25
Bridget Tipton	2019	12/31/22	Christine Klein	2020	12/31/26
David Basista	2018	12/31/22			
Howard Boyle II	2020	12/31/23			
<u>BOARD OF BUILDING APPEALS</u> (330) 678-8107			<u>COMMUNITY REINVESTMENT AREA HOUSING</u>		
Meetings: As Needed			Meetings: Once/yr. (February) (330) 678-8108		
Todd Ridenour	2018	12/31/21	David Smeiles		12/31/21
Robert A. Rummel, Jr.	2018	12/31/21	Tom Simpson		12/31/21
Greg Seifert	2019	12/31/22	Vacant		12/31/21
David Hansford	2020	12/31/23	Justin Berthiaume		12/31/22
David Soukenik	2020	12/31/23	Tad Brown	2018	12/31/22
			Audrey Kessler	2018	12/31/22
			Chris Clevenger-		
			Morris		12/31/24
<u>BOARD OF CONTROL</u> (330) 676-7500			<u>DESIGN AND PRESERVATION COMMITTEE</u>		
Meetings: 1 st and 3 rd Wednesday			Meetings: As Needed (330) 678-8108		
Michael DeLeone			David Basista		
Dave Ruller			2018		
Garret Ferrara			12/31/21		
			Mark Weisman		
			2018		
			12/31/21		
			William Dunick		
			2019		
			12/31/22		
			Garrett Munro		
			2020		
			12/31/23		
			Vacant		
			12/31/23		
<u>BOARD OF HEALTH</u> (330) 678-8107			<u>FAIR HOUSING BOARD</u> (330) 678-8108		
Meetings: 2 nd Tuesday, 5:30 p.m.			Meetings: Twice/year		
Michelle Frederick	2016	09/21/21	Rouven Cyncynatus	2018	12/31/21
Emily Mattern	2018	12/31/22	Vacancy	2019	12/31/22
Christopher Woolverton	2017	04/20/22	Jordan Cinderich	2019	12/31/22
Pamela Ferguson	2018	12/31/24	Andria Blackwood	2020	12/31/23
Louise Frederick	2020	12/31/25	Janet Dauber	2020	12/31/23
Jack Amrhein	Council Appointment		Michael Harrison	2020	12/31/23
			Michelle Frederick	Health Dept. Appointee	
<u>BOARD OF ZONING APPEALS</u> (330) 678-8108					
Meetings: 3 rd Monday, 7:00 p.m.					
Jona Burton	2019	12/31/22			
Paul Sellman	2019	12/31/22			
Alan "Dave" Mail	2019	12/31/22			
Deborah Douglas	2020	12/31/23			
Vacancy	2020	12/31/23			

Member Date Appt'd Term Expir

INCOME TAX BOARD OF REVIEW

Meetings: As Needed

Denise Mote	2020	12/31/22
Peter G. Dorff	2020	12/31/22
City Manager Appt.	Vacant	

LOAN REVIEW BOARD (330) 678-8108

Meetings: As Needed

Mike McClure	2020	12/31/22
John Ryan	2018	12/31/23
Eric Decker	2020	12/31/25
Tara Murphy	2020	12/15/25
Vacancy		

PARKS & RECREATION BOARD (330) 673-8897

Meetings: 3rd Thursday, 5:30 p.m.

Kathleen Wiler	2021	12/31/25
Debbie Smeiles	2017	12/31/23
Neil Dukes	2018	12/31/24
Steve Mitchell	2021	12/31/24
Jake Ferlito	2019	03/27/22
School Board Appointment		

Gwen Rosenberg Council Appointment

PLANNING COMMISSION (330) 678-8108

Meetings: 1st and 3rd Tuesday, 7:00 p.m.

Michael Bruder	2017	12/31/22
Jeffrey Clapper	2017	12/31/23
Christopher		
Clevenger-Morris	2018	12/31/23
Amanda Edwards	2020	12/31/25
Nickolas Bellas	2020	12/31/24

PORTAGE AREA REGIONAL TRANSP. AUTH.

Meetings: As Needed

Karen Beck	2020	06/30/21
Morgan Tipton	2019	06/30/22
Jack Murphy	2020	06/30/23

Member Date Appt'd Term Expires

SHADE TREE COMMISSION (330) 673-1688

Meetings: 1st Monday, Alternate months

Andrew Scholl	2018	12/31/21
John Belfiore	2018	12/31/22
Audrey Kessler	2018	12/31/22
Peter Kiersted	2018	12/31/23
Jim Jenkins	2019	12/31/23

STANDING ROCK CEMETERY BOARD OF TRUSTEES

Meetings: 2nd Tuesday, 4:00 p.m.

Leo Lux	2018	12/31/21
Michael DeLeone	2019	12/31/22
Keith Benjamin	2020	12/31/23

STORMWATER DISTRICT REVIEW AND APPEALS

Meetings: As Needed

Vacancy		
Vacancy		
Rhonda Hall	Director of Budget and Finance	
Melanie Baker	Services Director	
Jim Bowling	Engineer	

SUSTAINABILITY COMMISSION (330) 678-8108

Meetings: Once per month (typically 1st Monday)

Andrew Scholl	2018	12/31/21
Renee Ruchotzke	2019	12/31/22
Wilder Hritz	2019	12/31/22
Rick Hawksley	2021	12/31/23
MaryJayne Stone	2021	12/31/23

TAX INCENTIVE REVIEW COUNCIL (330)678-8108

Meetings: Once/year

Michelle Hartman	Portage County Commissioner Appt
Vacancy	Portage County Commissioner Appt.
Vacancy	Portage County Commissioner Appt.
Bridget Susel	City of Kent Appointment
Tom Wilke	City of Kent Appointment
Janet Esposito	Portage County Auditor
George Joseph	Kent Board of Education

*Boards and Commission Members are appointed by the City Council. To apply for future vacancies, or for further information, please contact the Clerk of Council.
Qualifications: Registered Voter of the City of Kent

AMY WILKENS, CLERK OF COUNCIL



LAW DEPARTMENT MEMORANDUM KENT, OHIO

To: Dave Ruller, City Manager
From: Hope L. Jones, Law Director
Date: August 24, 2021
Re: Replacement Pages

Mr. Ruller,

I am requesting Committee time on September 1, 2021 to discuss the yearly update to the Codified Ordinances. The replacement pages have been delivered by our publisher but need a Council vote to become law.

Hope



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: August 24, 2021

TO: Dave Ruller, City Manager

FROM: Bridget Susel, Community Development Director

RE: Neighborhood Grant Program: Proposed Revisions

Kent City Council authorized funding for the Neighborhood Grant Program (NGP) in 2014 as part of the City's efforts to provide programming that could assist with improving the City's various neighborhoods. The original NGP offered two different funding mechanisms for support of resident-developed initiatives, including:

1. Neighborhood Engagement Grant: Promote community engagement by providing support for activities that are resident-driven communication, organization, and improve relations among neighbors.
2. Neighborhood Enhancement Grant: Encourage neighborhood cooperation through resident-driven physical enhancement projects that improve the aesthetic make-up of a neighborhood.

The annual NGP funding allocation had supported several successful neighborhood engagement and enhancement projects since its inception, but the primary intent of the NGP had not been fully realized so in 2019, the Community Development Department staff proposed revisions to the NGP to provide assistance to homeowners who have been working with the City to try and address property maintenance code violations, but who had difficulty affording the needed repairs because of limited financial resources.

At the August 4, 2021 Council Committee discussion of the NGP, Council approved revising the program, again, to allow funding to be available for the original 2014 Neighborhood engagement and enhancement grants, while also allowing funding to be utilized for the 2019 revisions that provided assistance to owner-occupied residential property owners to assist with correcting outstanding property maintenance violations.

As discussed with Council on August 4th, the Community Development Department will revise the NGP program, again, and use the \$7,000 annual NGP appropriation as follows:

- An anticipated 50% (\$3,500) will be used to support resident-developed neighborhood engagement and neighborhood enhancement projects. Funding per project not to exceed \$1,000 and will be issued on a reimbursement basis for eligible costs in accordance with the program requirements listed in the application and grant award agreement.

- An anticipated 50% (\$3,500) will be administered by the Community Development Department staff to assist income eligible homeowners with addressing property maintenance code violations. Staff will act as the fiscal agent for these property owners to secure quotes, schedule the work, and pay for the services and materials directly.
- The Community Development Department staff has the discretion to apply NGP appropriated funding in excess of the \$3,500 to assist with correcting property maintenance violations when funding is available and when the need is warranted for health and safety reasons.

I am respectfully requesting time at the September 1, 2021 Council Committee meeting to confirm the proposed revisions align with Council's motion from August 4, 2021 and to request Council authorization, with emergency, in order to initiate the proposed revisions to the Neighborhood Grant Program.

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

Attachments

Cc: Hope Jones, Law Director
Dawn Bishop, Interim Clerk of Council
Dan Morganti, Grants & Neighborhood Programs Coordinator

**CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING**

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling

DATE: August 23, 2021

RE: Main Street Kent Art Installation – License Agreement

The Service Department is requesting Council's consideration and approval of the attached license agreement with Main Street Kent (MSK). The License Agreement will permit MSK to install and maintain an art piece and associated landscaping at the north end of North Water Street. The art piece is intended as a gateway element into downtown Kent from the north.

The proposed location is suited for the art piece as there are no underground utilities or sight issues and the art piece will be visible to drivers and pedestrians. Main Street Kent shall be responsible for meeting the requirements of Codified Ordinance 1106.20 - Public Art, prior to installation of the art piece. An image of the design is attached for reference.

C: Melanie Baker
Brad McKay
Hope Jones
Patti Long
Sandy Lance
Heather Heckman

Concept Design

PROJECT
Polo Street East
North Adelaide 5001

Architect
www.architect.com.au
www.architect.com.au
(08) 948 1897
518 W. Water Street
Adelaide, SA 5001

POLO STREET EAST
www.polostradeeast.com.au
www.polostradeeast.com.au
www.polostradeeast.com.au
(08) 948 1897
(08) 948 1897
www.polostradeeast.com.au

Can function as seating
for photo opportunities

Rotating local artists' artwork installed as vinyl; changes bi-annually

Additional Seating Areas

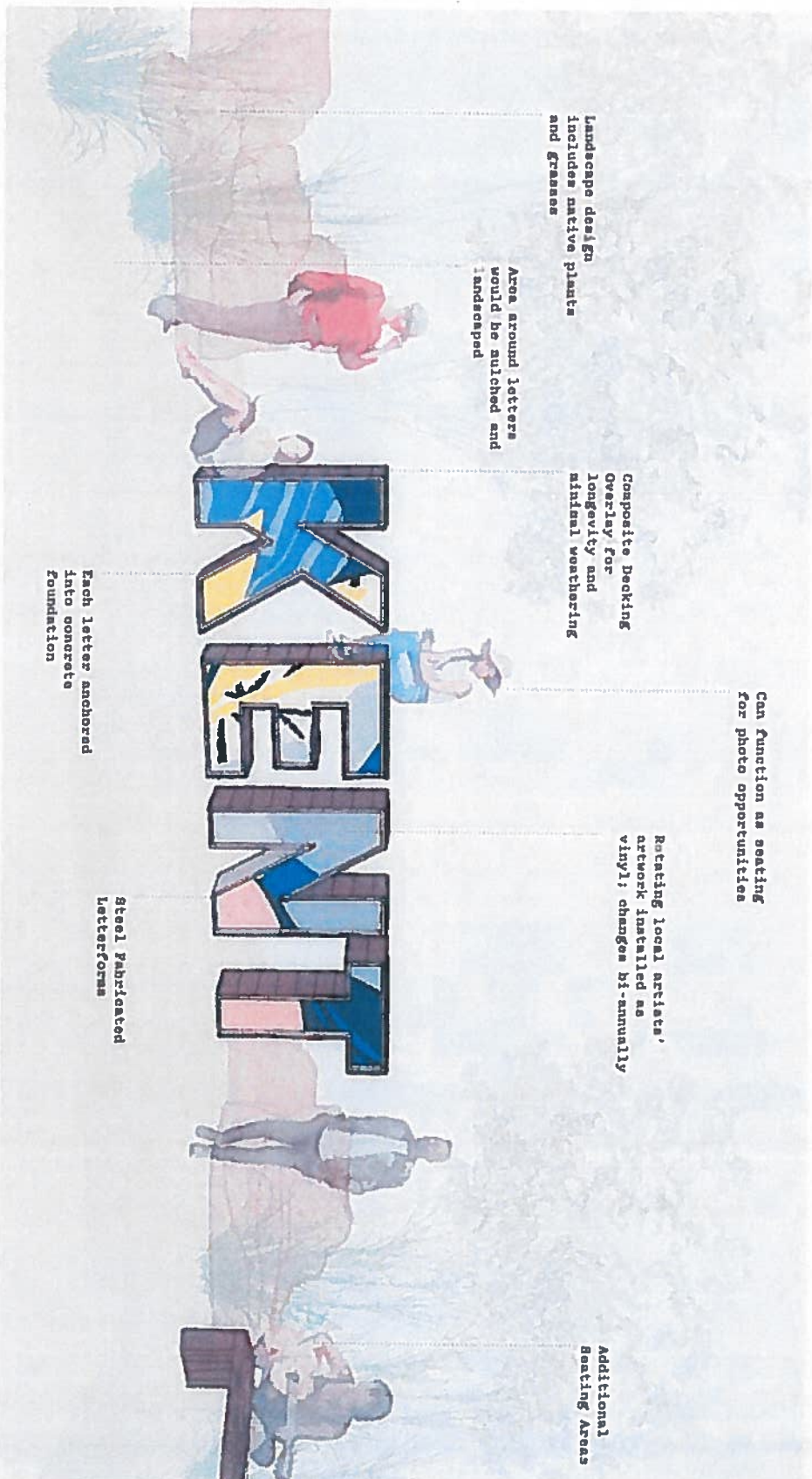
Landscape design includes native plants and grasses

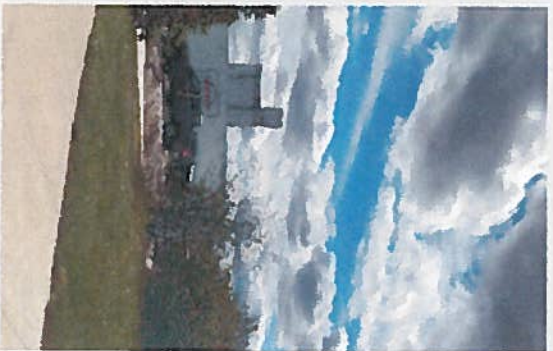
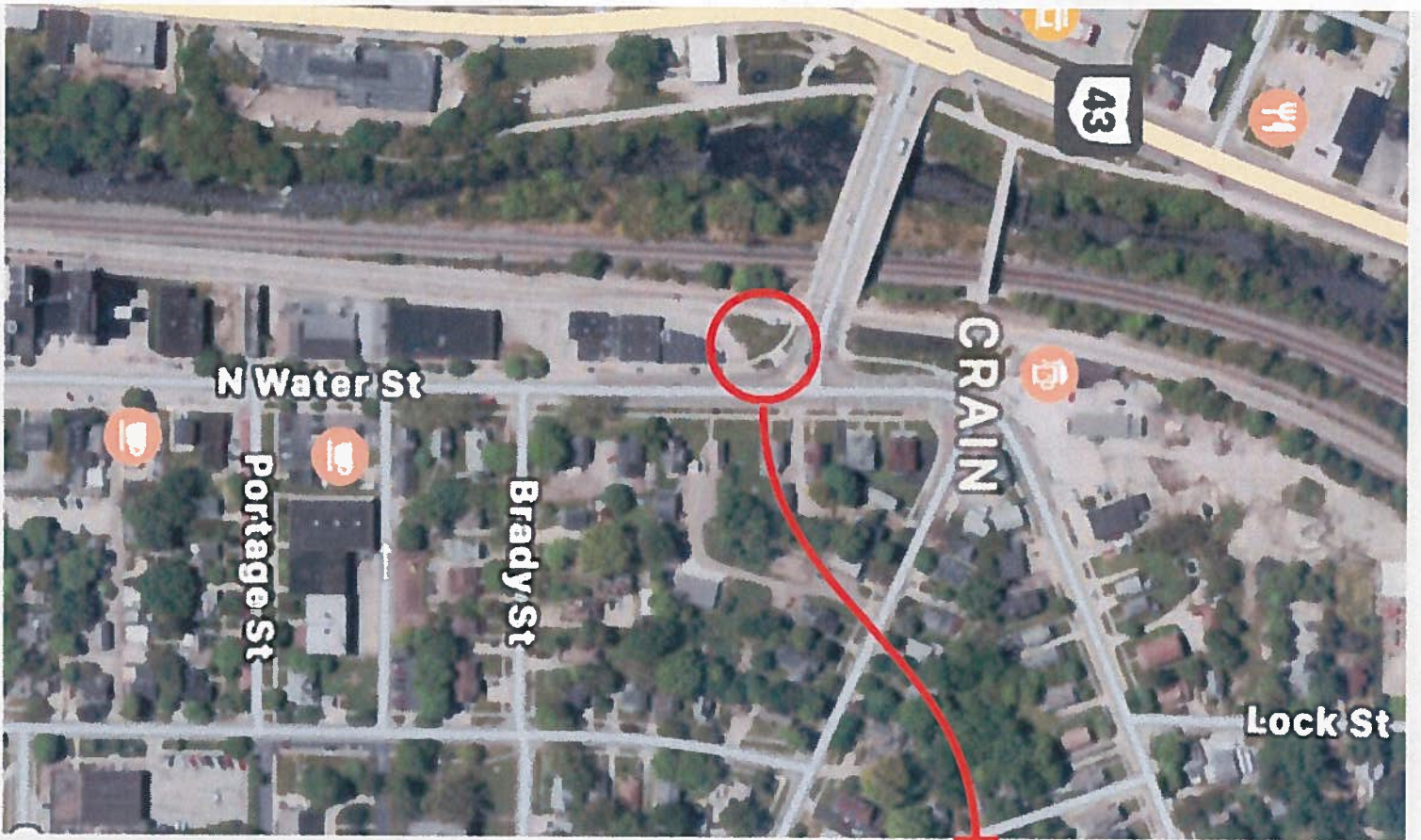
Area around letters would be suitably landscaped

Composite Decking Overlay for longevity and minimal weathering

Each letter anchored into concrete foundation

Steel fabricated letterforms



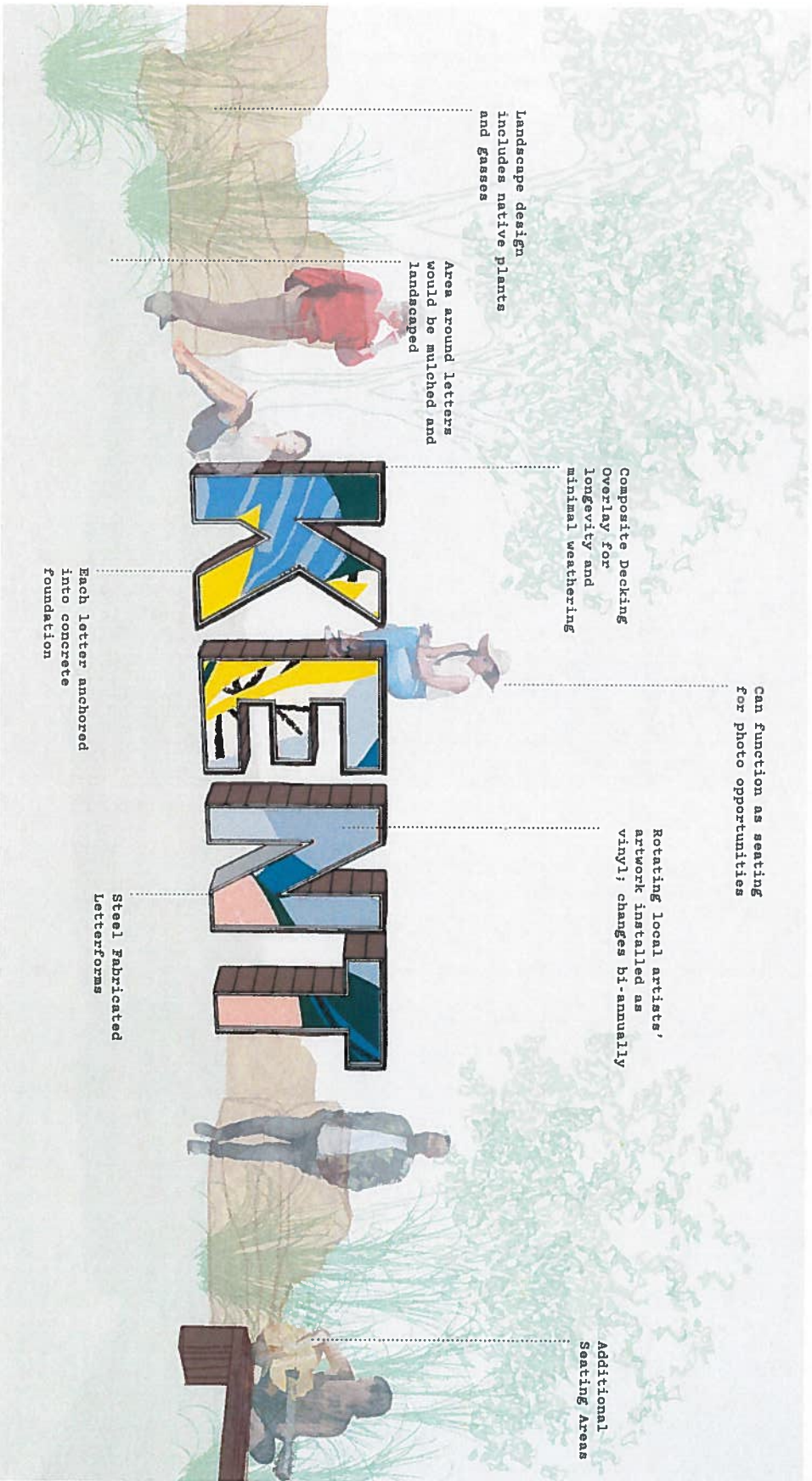


NRK001
Main Street Kent
March 2021-October 2021

Zach Avery
www.zachavery.com
contact@zachavery.com
(330) 960-9567
156 N. Water Street
Kent, Ohio 44320

Main Street Kent
lastyear@mainstreetkent.org
Marketing Coordinator
136 E. Main St.
Kent, OH 44320
(330) 677-0000
www.mainstreetkent.org

Concept Design



Can function as seating
for photo opportunities

Composite Decking
Overlay for
longevity and
minimal weathering

Rotating local artists'
artwork installed as
vinyl; changes bi-annually

Additional
Seating Areas

Landscape design
includes native plants
and grasses

Area around letters
would be mulched and
landscaped

Each letter anchored
into concrete
foundation

Steel Fabricated
Letterforms

CITY OF KENT, OHIO
LICENSE AGREEMENT

THIS AGREEMENT is made by and between the CITY OF KENT, OHIO, hereinafter called "City" and Main Street Kent, hereinafter called the "Licensee."

The City is the owner, in fee simple or by highway easement, of land, hereinafter known as the "Property." For and in consideration of the covenants, conditions, agreements and stipulations of the License expressed herein, the City does hereby agree the Property may be used by the Licensee for the purpose as outlined in Part 1 below, in accordance with the laws and Charter of the City of Kent. The Property is more particularly described in the attached exhibit listed below.

Exhibit "A" – Crain Avenue Bridge Relocation Landscaping Plan

Exhibit "B" - Crain Avenue Bridge Relocation Plan and Profile N. Water Street Sta 54+00 to Sta. 59+00

Exhibit "C" - Crain Avenue Bridge Relocation Right of Way Detail - N. Water Street Sta 54+00 to Sta. 59+00

Exhibit "D" – Art Design

The parties hereto covenant and agree as follows:

1. NATURE OF INTEREST:

The Licensee understands that by issuing this license, the City has merely granted the Licensee the right to occupy the right-of-way and this license does not grant or convey to the Licensee any interest in the Property.

2. USE:

2.1 The Property shall be used for the purpose of: Installing and maintaining an art piece and associated landscaping

and for no other purpose.

2.2 No structural alterations may be made to the City's property without the express written permission of the City of Kent, Director of Public Service.

3. TERM:

The City does hereby agree the Property may be used by the Licensee for a term of one (1) year commencing on _____, 2021, and ending on _____, 2022 unless terminated earlier by either party. This license will automatically renew yearly unless one (1) month before expiration either party notifies the other of its intention to terminate per Paragraph 14.

4. **NECESSARY LICENSES AND PERMITS:**

4.1 Licensee shall be licensed to do business in the State of Ohio and City of Kent, and upon request, Licensee shall demonstrate to the City that any and all such licenses are in good standing. Correspondence shall be addressed as follows:

All correspondence to the City shall be addressed:

Service Director
City of Kent
930 Overholt Road
Kent, Ohio 44240

All correspondence to the Licensee shall be addressed:

Heather Malarcik, Executive Director

138 East Main Street, Suite 201B

Kent, Ohio 44240

4.2 Licensee shall secure all necessary permits required in connection with the use of the Property and shall comply with all federal, state and local statutes, ordinances, rules, or regulations which may affect, in any respect, Licensee's use of the Property. Licensee shall, prior to the commencement of any work, obtain and thereafter maintain, at its sole cost and expense, all licenses, permits, etc., required by law with respect to its business use of the Property.

5. **STORAGE AND VENDING:**

No storage of materials or supplies of any nature will be permitted on the Property except as directly related to the agreed business use of the Property.

6. **TAXES:**

Licensee agrees to be responsible for and to timely pay all taxes and/or assessments that may be legally assessed on Licensee's interest, or on any improvements placed by Licensee on said Property, during the continuance of the license hereby created, including any real estate taxes. The Licensee must provide written notice to the City, at the address referenced in Paragraph 4.1, within thirty (30) days of payment of all taxes and/or assessments.

7. **DIRECTOR OF PUBLIC SERVICE TO ACT FOR CITY:**

The granting of this permit shall not be construed as an abridgment or waiver of any rights which the Director of Public Service has in exercising his jurisdictional powers over the City property, easements or right-of-ways. The City Director of Public Service shall act for and on behalf of the City of Kent in the issuance of and carrying out the provisions of this permit.

8. **CITY USE OF PROPERTY:**

If for any reason the Director of Public Service or his duly appointed representative deems it necessary to order the removal, reconstruction, relocation or repair of the Licensee's changes to the City's property, then said removal, reconstruction, relocation or repair shall be promptly undertaken at the sole expense of the Licensee's thereof. Failure on the part of the Licensee to conform to the provisions of this permit will be cause for suspension, revocation or annulment of this permit, as the Director of Public Service deems necessary.

9. **MAINTENANCE OF PROPERTY:**

Licensee shall, at its sole expense, keep and maintain the art piece and its associated landscaping free of all weeds, debris, and flammable materials of every description, and at all times in an orderly, clean, safe, and sanitary condition consistent with neighborhood standards. A high standard of cleanliness, consistent with the location of the area as an adjunct of the City, will be required. Defoliant, noxious, or hazardous materials or chemicals shall not be used or stored on the Property.

10. **MAINTENANCE OF IMPROVEMENTS:**

10.1 Licensee, at Licensee's own cost and expense, shall maintain all of his/her improvements to the Property. Licensee shall take all steps necessary to effectively protect the Property from damage incident to the Licensee's use of such Property, all without expense to the City.

10.2 Licensee shall be liable to, and shall reimburse the City for, any damage to City owned property that in any way results from or is attributable to the use of said Property by the Licensee or any person entering upon the same with the consent of the Licensee, expressed or implied.

11. **HOLD HARMLESS:**

Licensee shall occupy and use Property at its own risk and expense and shall save the City, its officers, agents, and employees, harmless from any and all claims for damage to property, or injury to, or death of, any person, entering upon same with Licensee's consent, expressed or implied, caused by any acts or omissions of the Licensee.

12. INSURANCE:

12.1 At the time of the execution of this Agreement, Licensee shall, at its own expense, take out and keep in force during the terms of this Agreement:

(a) Liability insurance, in a company or companies to be approved by the City to protect against any liability to the public incident to the use of, or resulting from injury to, or death of, any person occurring in or about, the Property, in the amount of not less than *Five Hundred Thousand Dollars (\$500,000.00)*, to indemnify against the claim of one person, and in the amount of not less than *One Million Dollars (\$1,000,000.00)* against the claims of two (2) or more persons resulting from any one (1) accident.

(b) Property damage or other insurance in a company or companies to be approved by the City to protect Licensee, and the City against any and every liability incident to the use of or resulting from any and every cause occurring in, or about, the Property, including any and all liability of the Licensee, in the amount of not less than *One Hundred Thousand Dollars (\$100,000.00)*. Said policies shall inure to the contingent liabilities, if any, of the Licensee and the City, and shall obligate the insurance carriers to notify Licensee and the City, in writing, not less than thirty (30) days prior to cancellation thereof, or any other change affecting the coverage of the policies. If said policies contain any exclusion concerning property in the care, custody or control of the insured, an endorsement shall be attached thereto stating that such exclusion shall not apply with regard to any liability of the Licensee and the City.

12.2 A copy of the "Certificate of Insurance" will be submitted to the City at the time of execution of license and annually thereafter.

13. MODIFICATION:

The terms of this Agreement may be modified upon agreement of the parties.

14. REVOCAION AND TERMINATION:

14.1 The City may revoke this license at any time. The Licensee may terminate this Agreement at any time.

14.2 In the event this license is revoked or the Agreement is terminated the Licensee will peaceably and quietly leave, surrender, and yield up to the City the Property. The Property will be restored to its previous condition at the expense of the Licensee and no costs for removal will be reimbursed by the City.

14.3 Upon revocation of the license or upon termination or expiration of Agreement, any personal property, or other appurtenances, including all footings, foundations, and utilities, placed on the City property will be removed by Licensee. If any such appurtenances are not so removed after ninety (90) days written notice from the City to the Licensee, the City may proceed to remove the same and to restore the Property and the Licensee will pay the City, on demand, the reasonable cost and expense of such removal and restoration.

15. **RELOCATION:**

A Licensee who licenses property from the City shall not be eligible for relocation payments.

IN WITNESS WHEREOF, this Agreement has been executed in duplicate by the parties hereto as of the date herein last written below. Licensee acknowledges receipt of a copy of this Agreement and agrees to comply with the provisions herein contained.

LICENSEE(S): Main Street Kent

Signature

Signature

Mailing Address

Telephone

Date

CITY OF KENT, OHIO

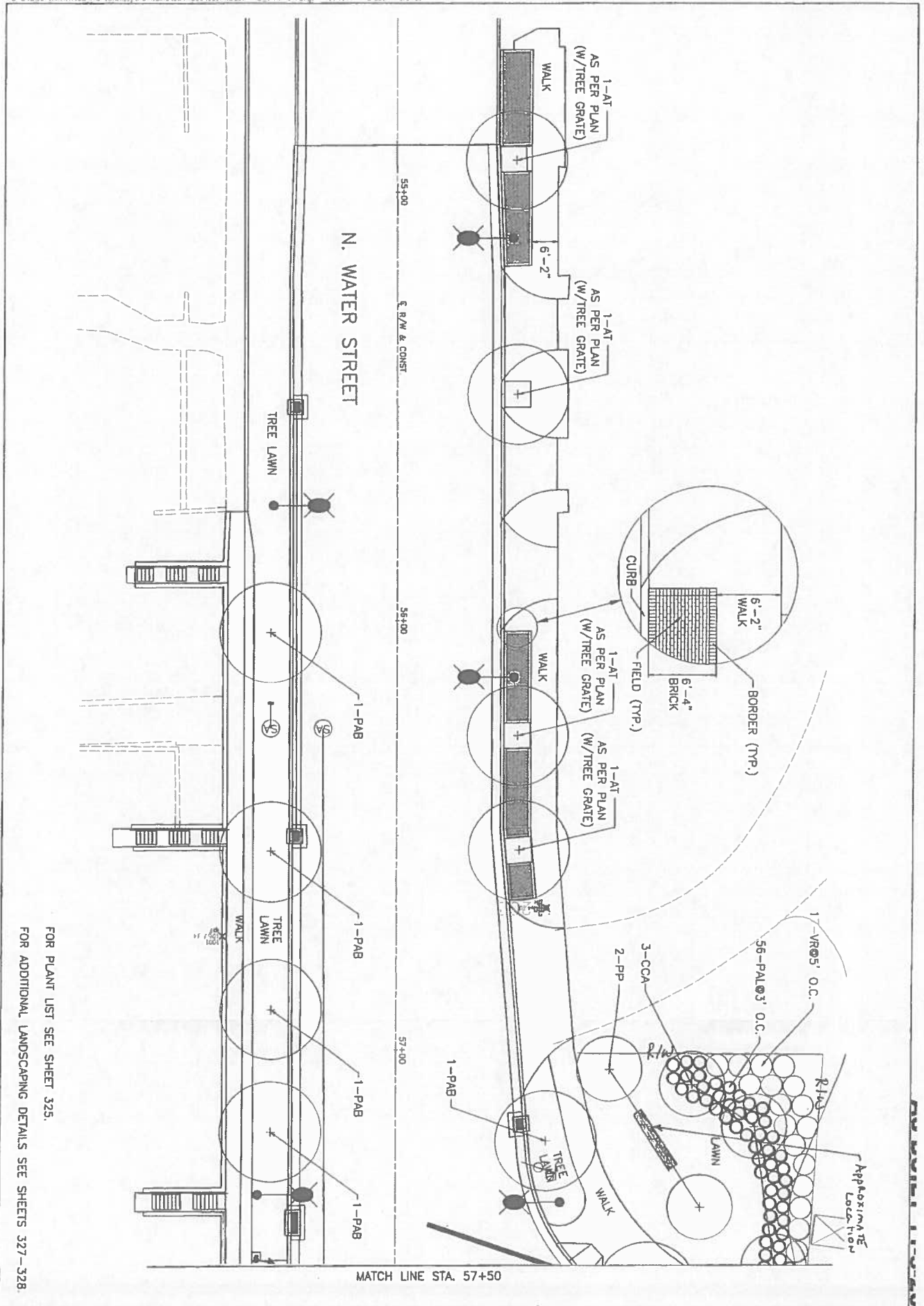
Director of Public Service

Date

APPROVED AS TO FORM:

Hope Jones, Law Director
City of Kent

EXHIBIT "A"
Crain Avenue Bridge Relocation Landscaping Plan



FOR PLANT LIST SEE SHEET 325.
 FOR ADDITIONAL LANDSCAPING DETAILS SEE SHEETS 327-328

333
469

CRAIN AVENUE
 BRIDGE RELOCATION

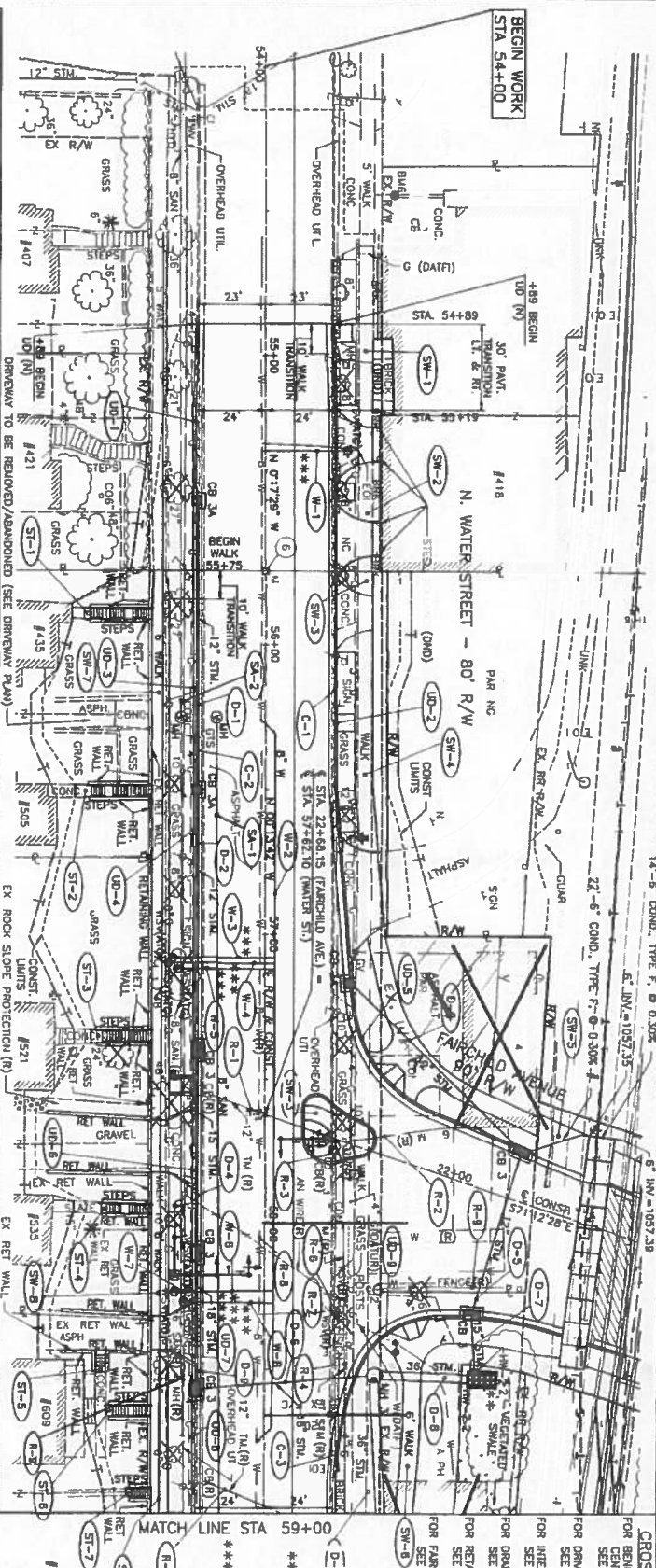
LANDSCAPING PLAN
 N. WATER STREET

HORIZONTAL
 SCALE IN FEET

EXHIBIT "B"

Crain Avenue Bridge Relocation Plan and Profile N. Water Street Sta 54+00 to Sta. 59+00

EXISTING 3' ELEV	1064.71	1064.82	1064.51	1064.92	1064.78	1064.57	1064.56	1064.42	1064.28	1064.13	1064.00	1063.91	1063.82
1045													
1050													
1055													
1060													
1065													
1070													
1075													
PROP. 3' ELEV.	1064.74	1064.49	1064.24	1063.99	1063.84	1063.60	1063.42	1062.71	1062.55	1062.56	1062.75	1063.40	1045



CROSS REFERENCE NOTES

- FOR BENCHMARKS AND SEE SHEET 162
- FOR DRIVEWAY PLANS AND DETAILS SEE SHEETS 165-81
- FOR INTERSECTION DETAILS SEE SHEET 162
- FOR DRAINAGE DETAILS SEE SHEETS 166-188
- FOR RETAINING WALL DETAILS SEE SHEETS 194-205
- FOR FAIRCHILD AVENUE PLAN AND PROFILE FOR SEE SHEET 77

**** ROCK CHANNEL PROTECTION, TYPE C WITH FABRIC FILTER 10' LENGTH x 6' WIDTH x 18" DEPTH**

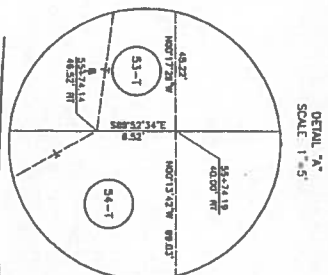
***** REMOVE AND REPLACE WATER SERVICE LINE BETWEEN WATER MAIN AND WATER SERVICE VALVE FOR SEE SHEET 77**

EX P.I. DATA

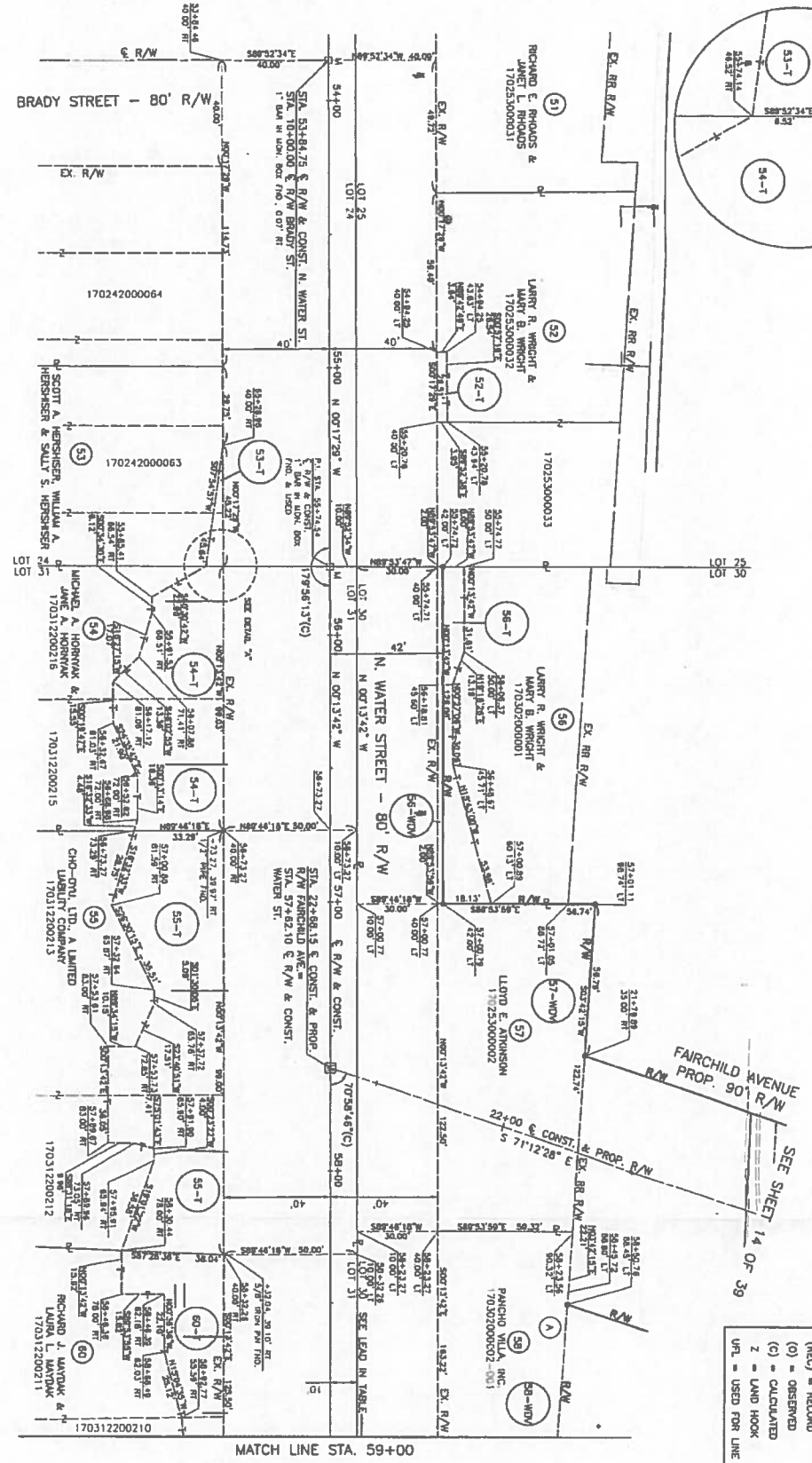
P STA. 55+74.4
R & CONST. WA
R = 0.0347 RT
NO CURVE

EXHIBIT "C"

Crain Avenue Bridge Relocation Right of Way Detail - N. Water Street Sta 54+00 to Sta. 59+00



POR - CRAIN AVENUE
CITY OF KENT
FRANKLIN TOWNSHIP - R-9-W, T-3-N
PART OF ORIGINAL LOTS 24, 25, 30 & 31
PORTAGE COUNTY, OHIO



LEAD IN COURSES - STATIONING ALONG N. WATER STREET			
PANEL /	FROM (STATION)	TO (STATION)	DISTANCE
54-1	60+27.18	54+73.27, 10.00' LT	306.24'
54-1	60+27.18	54+32.36, 10.00' LT	278.23'
54-1	60+27.18	57+40.77, 10.00' LT	257.74'
57-1	60+27.18	54+23.37, 10.00' LT	233.24'
57-1	60+27.18	50+71.07	50+71.07'

NAME	A	R	T	L	C	CHK. DRG.
A	01'23.04"	57.15.00'	70.73	141.43	14.45'	50+24.27 W

REV.	DATE	DESCRIPTION

DATE OF COMPLETION

CRAIN AVENUE
BRIDGE RELOCATION

RIGHT OF WAY DETAIL - N. WATER STREET
STA. 54+00 TO STA. 59+00

R/W DESIGNER
R/W CHECKER
CAH

PID NO.
18466

HORIZONTAL SCALE
1" = 20 FEET



EXHIBIT "D"
Exhibit "D" – Art Design

Kent Police Department

MEMORANDUM

To: Kent City Council
Dave Ruller, City Manager

From: Chief Nicholas Shearer
Hope Jones, Law Director

Date: August 25, 2021

Subject: Noise ordinance

This memorandum is to serve as a request to Kent City Council to request committee time during the September 1, 2021 meeting to discuss our noise ordinance, Police Department response and any changes counsel would like to make.

Thank you,

Hope and Nick



KENT CITY HEALTH DEPARTMENT

201 East Erie St., Kent Central Gateway, KENT, OHIO 44240

(330) 678-8109 FAX (330) 678-2082

Request to speak with City Council Regarding Masking

I respectfully submit this memo to ask for time to provide updated numbers on COVID- 19 and discuss the benefits of multilayered Public Health interventions, including use of masks or cloth face coverings. I will try to answer any questions to the best of my ability. My hope is to bring data which can inform your decision-making process.

Sincerely,

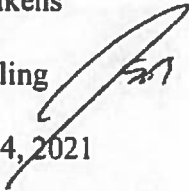
Joan C. Seidel MA, BSN, RN, CIC, FAPIC

Kent City Health Commissioner

**CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING**

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling 

DATE: August 24, 2021

RE: East Main Street – Recommended Alternate Presentation

The Service Department is requesting council's time to present the recommended alternate for the improvements to East Main Street along with giving council an overall update on the project. The recommended alternate was developed in accordance with the goals and principals included in the attached purpose and need statement that was approved by City Council on April 17, 2019.

The process used to develop the recommended alternate included developing consensus with our project partners, funding agencies and with the Citizens Advisory Committee (CAC). There were eight CAC meetings held on Sunday evenings to review potential options and obtain feedback from the CAC. The members of the Citizens Advisory Committee dedicated a significant amount of time to this endeavor and the recommended alternate is much better from their input and assistance.

We will be presenting the recommended alternate at two separate public open houses on September 16th and September 21st. Following the public meetings there will be a federally required 30-day comment period. During this time, information on the alternates details will be available on the City's web-site.

We appreciate Council's time and consideration of this important project.

C: Melanie Baker
Jon Giaquinto
Patti Long



EAST MAIN STREET AREA IMPROVEMENTS PURPOSE AND NEEDS STATEMENT

Project Area – The project area is generally located along East Main Street from the Willow/Main/SR 59 intersection to the Horning/Main intersection. The project area also includes areas north and south of East Main Street to achieve the seamless integration and functionality of the East Main Street Corridor.

History – East Main Street in Kent, Ohio is one of the oldest streets in the City and as such has gone through several major changes throughout the history of Kent. Shown on maps from 1874, East Main Street was a rural roadway that provided connections to Ravenna with large tracts of land adjacent to the corridor. In 1919, East Main Street shows the beginnings of a modern street with sidewalks lining both sides, large stately homes with generous lawns lining the north side and Kent Normal College with a large park like setting on the south side.



Present - In 2019, East Main Street is a five lane roadway with automobile-oriented commercial establishments along most of the northern side and Kent State University along the southern side. Multi-modal accommodations are limited in this corridor with most of the right-of-way dominated by pavement for vehicular traffic. However, there exists significant pedestrian, bicycle and transit demands in the right-of-way with the presence of Kent State University along the corridor.





Corridor Needs – East Main Street currently ranks as the highest crash corridor in the Akron Metropolitan Area Transportation Study (AMATS) region (Summit and Portage Counties). Furthermore, the corridor is uninviting with minimal facilities for transit, pedestrians and bicyclists, and lacks the needed visual appeal to serve as a main gateway into the City of Kent and Kent State University. Lastly, at times vehicular traffic bypasses East Main Street in favor of residential streets in the Crain Avenue, University Heights and University Woods Neighborhoods. These bypassed trips are caused in part by the alignment of certain cross streets (i.e. Luther and Terrace Drive) and by vehicular delays along the corridor.

Project Goals - As can be seen in the above photos, the last 100 years has changed the character of East Main Street from a stately, less cluttered, stress free street to a busy street with many competing uses. This deterioration of the right-of-way was necessitated by traffic demands and the supported development along the corridor. The East Main Street Area Improvements project is an opportunity to reimagine this vital corridor to better serve the needs of City residents, transportation users, and the university community. The goal is to provide an aesthetically pleasing, stately, less cluttered, stress free street that meets the current demands of East Main Street's users.

Throughout the planning, design and construction of this project, the project team should consistently ensure that project goals minimize possible negative impacts and accentuate positive impacts to residential neighborhoods, Kent State University, and access to the businesses along the corridor. This project should build on the transportation planning and other principles used in the Summit Street and Crain Avenue Projects, the City's Bicentennial Comprehensive Plan, and the Kent State University 2018 Gateway Master Plan. The East Main Street Area Improvements project must integrate the concepts from these plans along with input from the Citizens' Advisory Committee (CAC), the Stakeholders and public meetings.

This project will be successful if it achieves the following:

- A. Jointly Improves safety and aesthetics (as a function of safety) for all users
- B. Balances vehicular congestion with improvements to other modes of transportation (pedestrian, bike and transit)
- C. Enhances adjacent neighborhoods
- D. Integrates with Kent State University's 2018 Gateway Master Plan
- E. Provides reasonable access to adjacent properties and side streets

Project Considerations

- **Safety:** Reduce the number and severity of all types of crashes on East Main Street, including vehicle, bicycle, and pedestrian crashes.
 - Reduce crashes due to turning movements onto and off of East Main Street;
 - Provide safe and convenient pedestrian and bicycle facilities.
 - Implement aesthetic features that also increase safety, such as large tree canopies that encourage motorists to drive slower.





- **Vehicular Congestion and Multi-modal Facilities:** Balance the competing needs between efficient vehicular movements and safe, convenient facilities for other modes of transportation, including bicycle, pedestrian and transit.
 - Strengthen the multi-modal nature of the corridor, in part by improving the “last mile” non-vehicular facilities to the Kent Central Gateway, which is the regional transit hub in Portage County;
 - Evaluate congestion due to turn movements along the corridor;
 - Provide facilities to not only improve cyclist and pedestrian crossings on East Main Street, but also to reduce their fear of crossing the Street;
 - Provide facilities to improve cyclist and pedestrian travel along both sides of East Main Street, with an emphasis at intersections and drives;
 - Provide transit facilities along the corridor, which may include bus pull-offs and shelters;
 - Consider future mobility options and technology improvements;
 - Optimize signal timings based on corridor improvements;
- **Neighborhoods:** Enhance adjacent neighborhoods along East Main Street.
 - Minimize traffic bypassing East Main Street through the neighborhoods;
 - Investigate efficient ways to slow traffic through the neighborhoods;
 - Consider possible infrastructure solutions to address concerns with student housing and parking in the neighborhoods;
 - Improve pedestrian facilities at crossings and improve pedestrian travel along East Main Street, so that the neighborhoods can have transportation options to use facilities within walking/biking distance;
 - Provide for reasonable delays to motorists when entering East Main Street from unsignalized streets.
- **Kent State University:** Integrate improvements along East Main Street with the construction of a signature gateway to Kent State University that serves as an extension of the newly designed iconic Front Campus entrance.
 - The project must consider the effects of the 2018 Gateway Master Plan to ensure that there is no adverse increase in congestion along the corridor;
 - Work with Kent State University to integrate the improvements along East Main Street with the 2018 Gateway Master Plan (e.g. Midway Entrance; parking deck, Captain Brady Corner) to maximize the neighborhood and corridor aesthetics and functionality.
- **Access:** Maintain access to businesses, neighborhoods and Kent State University throughout the corridor.
 - Provide reasonable access to businesses through access management, while considering safety and congestion along the corridor;
 - Provide reasonable access to neighborhoods and Kent State University while considering safety and congestion at intersections.
- **Other:** Where possible, the project should consider future technology, noise pollution, and operating speeds on East Main Street.
 - As part of the project, the operating speeds along East Main Street will be investigated;
 - The project will improve the aesthetic nature of the corridor to create a gateway into the City of Kent.



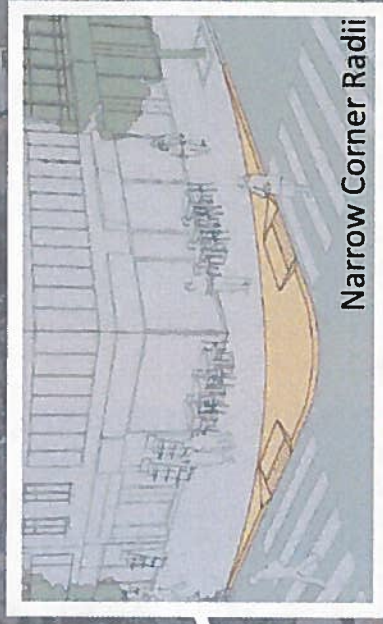
PROPOSED TRAFFIC
CALMING -- GLOBAL
STREET DESIGN



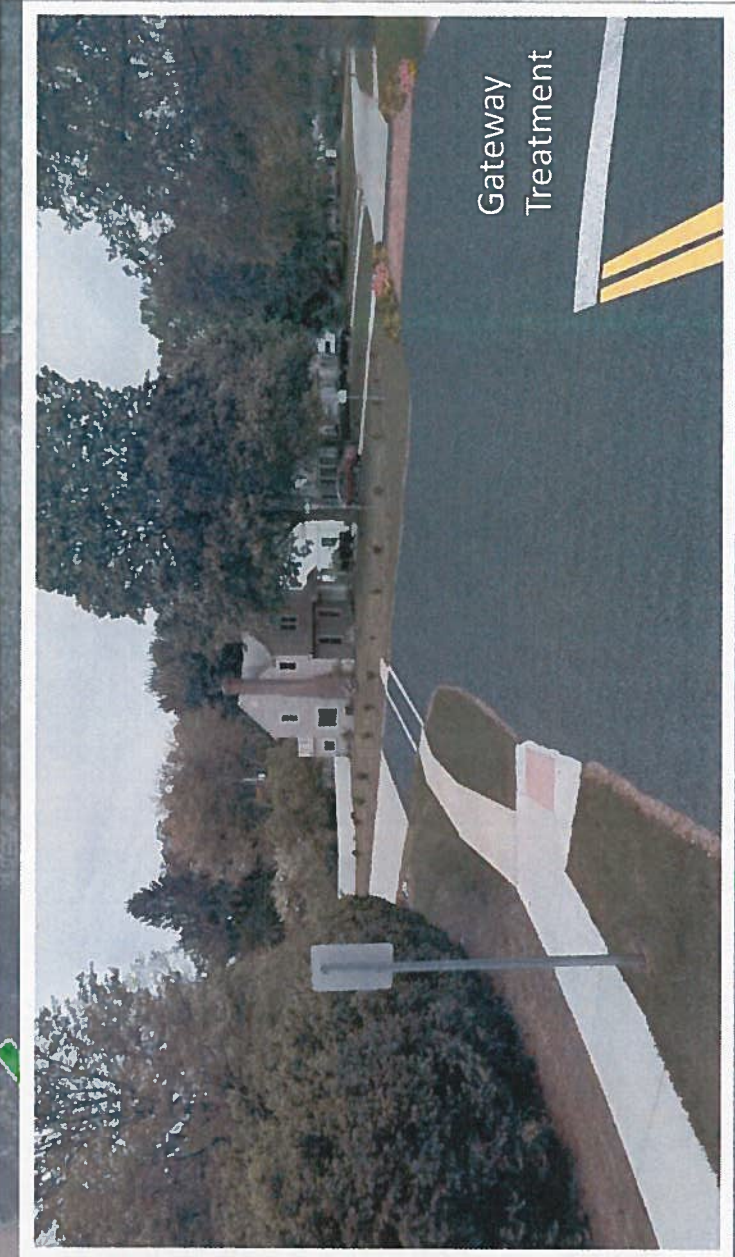
Gateway Treatment



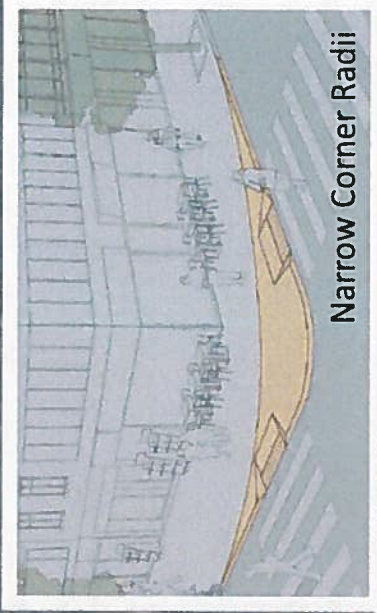
PROPOSED TRAFFIC
CALMING – GLOBAL
STREET DESIGN



PROPOSED TRAFFIC CALMING -- GLOBAL STREET DESIGN



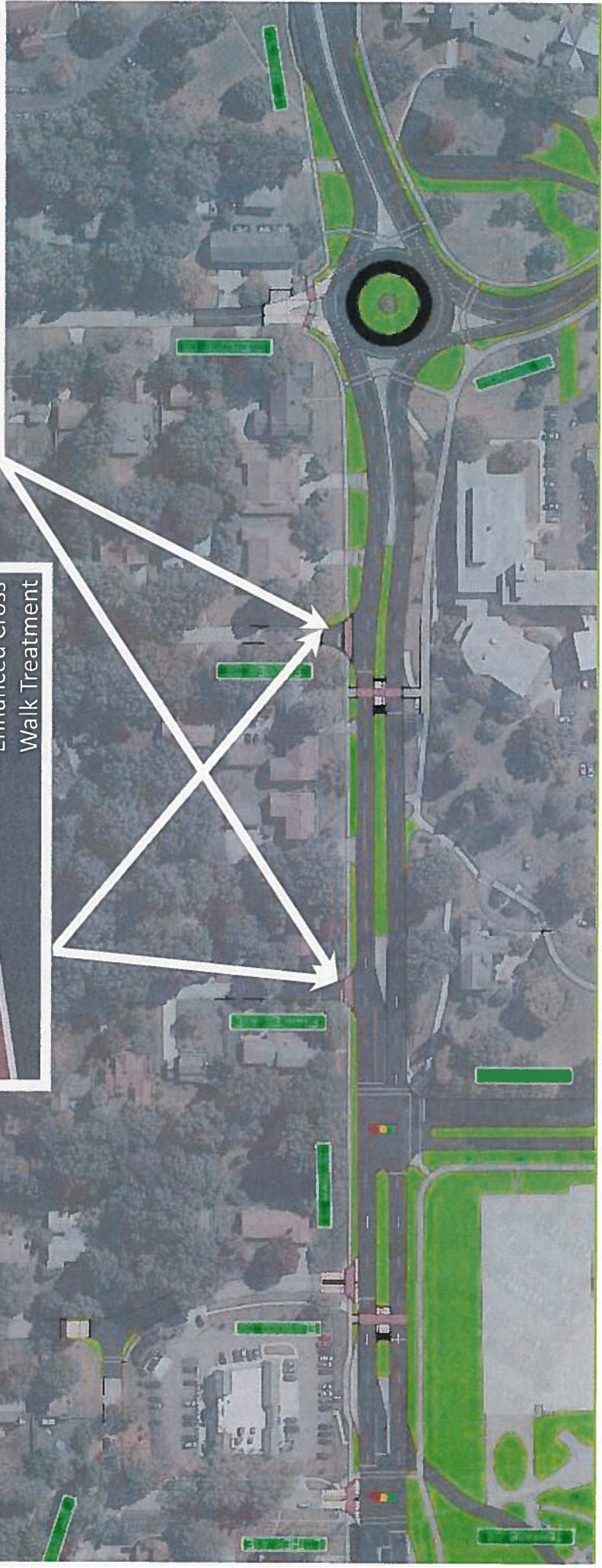
PROPOSED TRAFFIC CALMING -- GLOBAL STREET DESIGN



Narrow Corner Radii



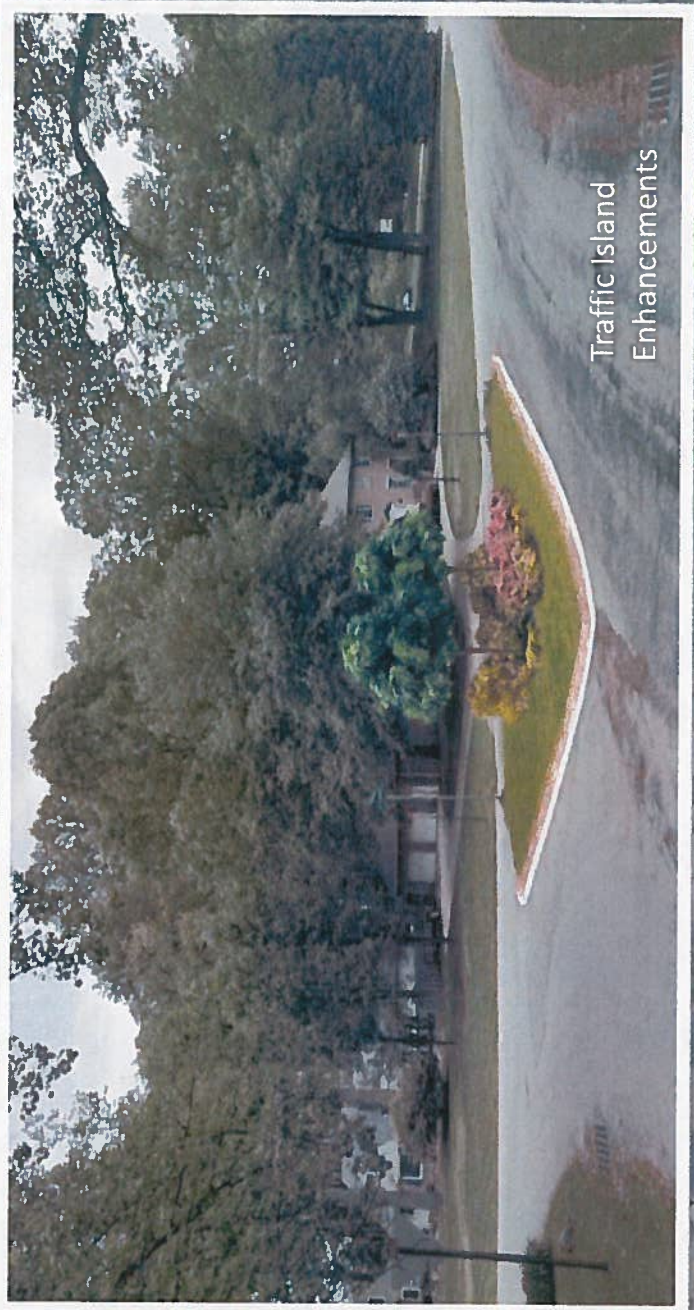
Enhanced Cross Walk Treatment



PROPOSED TRAFFIC
CALMING -- GLOBAL
STREET DESIGN



PROPOSED TRAFFIC
CALMING -- GLOBAL
STREET DESIGN



Traffic Island
Enhancements

PROPOSED TRAFFIC
CALMING -- ITE &
GLOBAL STREET
DESIGN

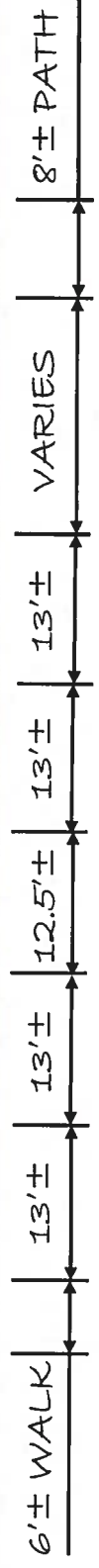


P&N Key Points

- Jointly Improves **Safety and Aesthetics** for all users
- **Balances** Vehicular Congestion with improvements to other modes of transportation
- **Enhances** adjacent neighborhoods
- **Integrates** with Kent State University's 2018 Gateway Master Plan
- Provides **reasonable access** to adjacent properties and side streets



E. MAIN STREET



Lincoln to Midway



Tree Lined Boulevard

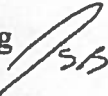
- Challenges
- Pedestrian Crossing Treatments



CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling 

DATE: August 23, 2021

RE: Walnut Street Parking Ordinance Revision

The Service Department is requesting council's review and approval to revise the codified ordinance to allow for on-street parking on the east side of Walnut Street between Cherry and Harris Streets. This section of Walnut Street was recently reconstructed and the reconstruction included adding formalized on-street parking to the east side of the road to accommodate the needs of the neighborhood. Prior to the construction of the work, the Traffic Engineering and Safety Committee reviewed and approved the proposed modifications. The following change is proposed for Sec 353.02:

Sec 353.02 Existing Parking Ordinance – Walnut Street

WALNUT ST NO PARKING FROM CHERRY TO HARRIS; NO PARKING RESTRICTIONS ELSEWHERE - BOTH SIDES

Sec 353.02 PROPOSED Parking Ordinance – Walnut Street
Revised language underlined

WALNUT ST NO PARKING WEST SIDE FROM CHERRY TO HARRIS; NO PARKING EAST SIDE FROM CHERRY TO 150 FEET NORTH OF CHERRY; NO PARKING RESTRICTIONS EAST SIDE FROM 150 FEET NORTH OF CHERRY TO HARRIS; NO PARKING RESTRICTIONS ELSEWHERE – BOTH SIDES

C: Rhonda Boyd
Melanie Baker
Chief Shearer
Chief Myers
Bridget Susel
Jon Giaquinto
Patti Long
Hope Jones
Sandy Lance