



LAW DEPARTMENT MEMORANDUM KENT, OHIO

To: Dave Ruller, City Manager
From: Hope L. Jones, Law Director
Date: May 27, 2020
Re: Amending 505.19

Mr. Ruller,

I request that a discussion for proposed legislation to amend Codified Ordinance 505.19 titled "Farm Animals/Livestock" be placed on the June 3, 2020 Agenda. I was asked to review this section for enforcement and discovered that the only enforcement permitted by the Code was Injunctive Action against any person who violated the section and had farm animals in Zoning Districts where not permitted.

It is my opinion that criminal enforcement action should be an option for a violation of this section of our Code. Criminal citations can be given out immediately and the matter can move through the justice system faster than if Injunctive relief is sought. Having both criminal and equity remedies will allow the City to choose the appropriate route to take for violations.

ORDINANCE NO. 2020 –

AN ORDINANCE AMENDING CHAPTER 505, SECTION 505.19 TITLED "FARM ANIMALS/LIVESTOCK;" AND DECLARING AN EMERGENCY.

WHEREAS, the Law Director has recommended that Chapter 505 of the Codified Ordinances of the City of Kent, Section 505.19 titled "Farm Animals/Livestock" be amended to add a criminal penalty thereto.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio, at least three-fourths (3/4) of all members elected thereto concurring:

SECTION 1. That Section 505.19 Farm Animals/Livestock be amended to read as follows (new language in bold):

As used in this chapter:

(a) Definitions.

(1) "Chickens" and "fowl" include chickens, duck, geese and any other similar type of fowl.

(2) "Domestic farm animals" includes sheep, goats, cattle, swine, and any other similar type of animal.

(3) "Livestock" means horses, ponies, stallions, colts, geldings, mares, sheep, rams, lambs, bulls, bullocks, steers, heifers, cows, calves, mules, jacks, jennets, burros, goats, kids, swine and any animals normally found in the wild state which are being kept for exhibition purposes or as private pets. Not included are animals identified as "Dangerous Animals" as defined in Codified Ordinance 505.17.

(b) Permit Necessary. No person shall keep or harbor domestic farm animals or livestock within the City without having first obtained a permit from the Director of Public Safety. Such permit shall contain the name, age, breed, description and any special markings peculiar to such animals.

(c) Agricultural Exemption. Those property owners who have a minimum of two acres and are engaged in commonly approved agricultural practices are exempt from the permit requirements as stated above.

(d) Penalty Violation of this provision shall be a misdemeanor of the third degree, unless the person has previously been convicted of a violation of this provision, in which case the offense shall be a misdemeanor of the first degree.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS
CLERK OF COUNCIL



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

Date: May 27, 2020

To: Dave Ruller

From: Tom Wilke

Subject: DORA Application

I have been working with several business stakeholders in downtown Kent along with the staff of Main Street Kent to prepare an application to create a Designated Outdoor Refreshment Area (DORA) in downtown. In short, the creation of a DORA allows a liquor licensed establishment within the boundaries of the DORA to sell an alcoholic beverage to an adult who can take the beverage outside and consume it anywhere within the DORA boundaries. The attached copy of the application and the presentation for council contain all the pertinent details related to safety and health.

I am respectfully requesting time at the June 3, 2020 Council Committee session to present the DORA application to the members of Council and to request, with emergency, approval of the application.

Please let me know if you have any questions concerning the attached materials or if you need any additional information on the DORA application in order to include this item on the agenda.

Thank you.

cc: Bridget Susel, Community Development Director
Hope Jones, Law Director
Amy Wilkens, Clerk of Council
Harrison Wicks, Executive Assistant

APPLICATION TO THE CITY OF KENT CITY COUNCIL

- for the establishment of a –

**DOWNTOWN KENT DESIGNATED OUTDOOR
REFRESHMENT AREA (DORA)**



The Mayor and City Manager respectfully submit the following application to the Kent City Council to approve and enact the Downtown Kent Designated Outdoor Refreshment Area, in accordance with O.R.C. 4301.82.

Mayor Jerry Fiala

City Manager Dave Ruller

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I. INTRODUCTION AND SUBMITTAL OF APPLICATION

Section 4301.82 of the Ohio Revised Code (ORC) authorizes, effective April 30, 2015 and subsequently amended, municipalities under 35,000 in population to create a Designated Outdoor Refreshment Area or "DORA" up to 150 acres. In order to consider creation of a DORA, the Executive Officer of the City of Kent must file an application with the Kent City Council (City Council), which meets certain statutory requirements. The application filing must be advertised for two consecutive weeks in a newspaper of general circulation. Not earlier than 30 days, but not later than 60 days, after the initial publication of the notice, the City Council may approve or disapprove of the application by ordinance or resolution.

Main Street Kent expressed general support for the concept and indicated by its discussion a desire for this application to be prepared as the next step in considering enactment of a DORA.

In summary, this application would provide the following:

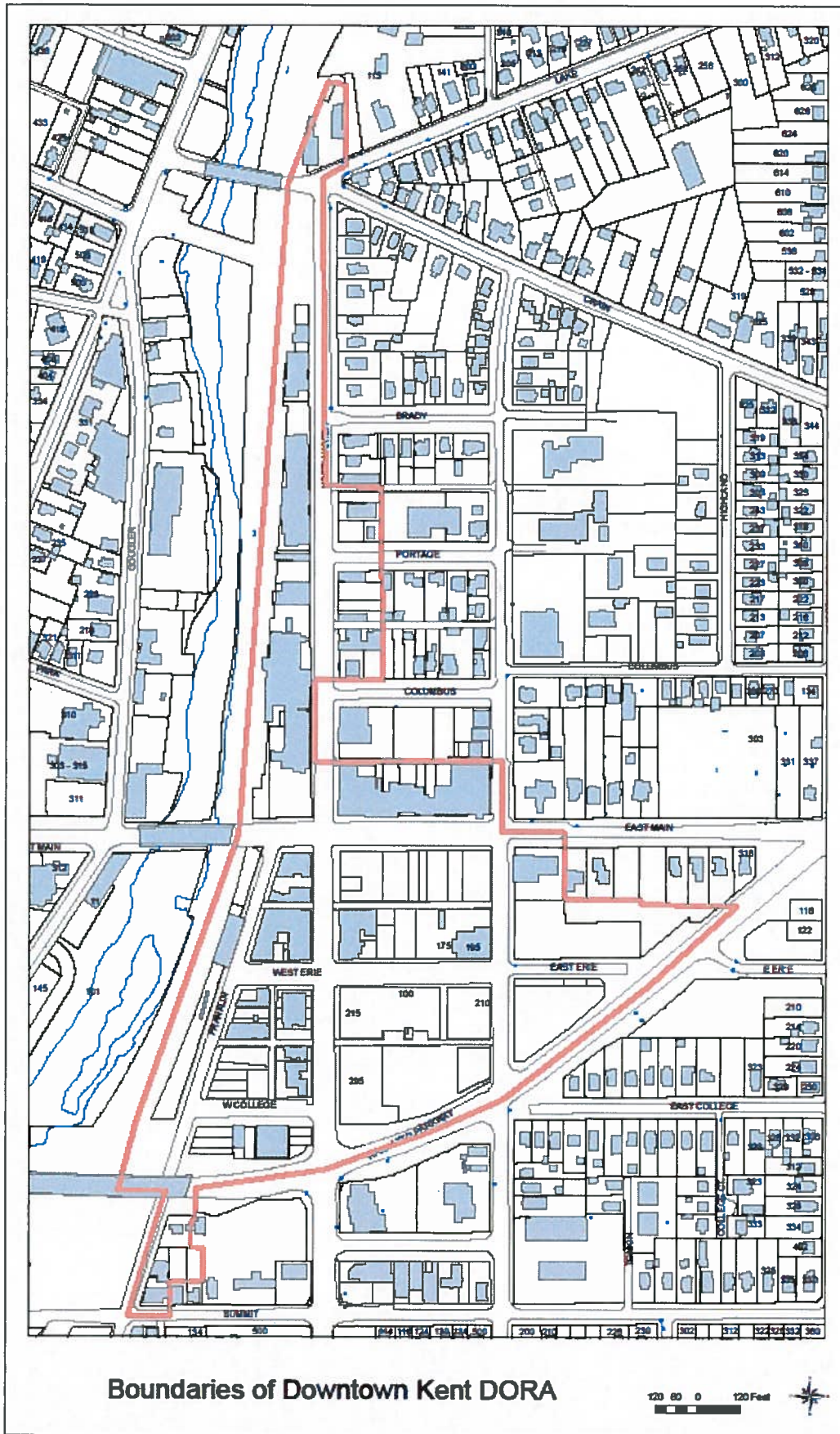
- A. The DORA would ease or make more accessible outdoor dining in front of liquor permit holding establishments. It would allow such establishments to serve alcoholic beverages in a plastic cup pursuant to the law within a designated area during certain hours. Creation of the DORA would relieve these establishments of current requirements for fencing around a dining area. Signage, sanitation and safety requirements would be established by permits issued by the City.
- B. The Kent DORA would provide the ability for individuals to walk within the DORA boundaries with an alcoholic beverage purchased from a liquor permit holding establishment during permitted hours. This authority would be limited, initially, to the hours of 12:00PM to 10:00PM Sunday through Saturday.

II. BOUNDARIES

In accordance with O.R.C. 4301.82(B)(1)(b), the boundaries of the DORA are depicted on the following map and described as follows. A list of the street addresses within the DORA are also attached. The City of Kent is a chartered Ohio municipal corporation with a population of 29,962 (2018).

Designated Outdoor Refreshment Area (DORA)

The proposed boundary is outlined in a solid red line and commences at the intersection of N. Water St. at Lake/Crain to S. Water St. at Haymaker Pkwy.; W. Main St. at Franklin Ave. to E. Main St. at DePeyster St. Franklin Ave. from W. Main to Summit St. The area includes all sidewalks within or abutting the boundary lines. The boundary would include all alleys and streets not listed as having establishments located on them. It includes approximately 32.25 acres as calculated by the City Development Engineer, Jennifer Kaye Barone (PE 59709).



Signage Defining Boundaries of DORA

The City will supply Entrance/Exit signs to the DORA at the six major access points of:

Crain Ave. and N. Water St.
 E. Main St. and Depeyster St.
 Erie St. and Haymaker Parkway
 Depeyster St. and Haymaker Parkway
 Franklin Ave. and Summit St.
 Franklin Ave. and E. Main St.

City of Kent Street Boundary Listing

Portage County
City of Kent
Downtown Kent DORA

Street Name	Range	Even/Odd
Franklin Ave.	123 - 427	Even & Odd
S. Water St.	108 - 265	Even & Odd
N. Water St.	123 - 480	Even & Odd
Crain Ave.	101	Odd
S. Depeyster St.	107 - 220	Even & Odd
N. Depeyster St.	121 - 154	Even & Odd
W. College Ave.	108 - 123	Even & Odd
W. Erie St.	163	Odd
E. Erie St.	100 - 201	Even & Odd
E. Main St.	100 - 176	Even & Odd
W. Main St.	106 - 112	Even

III. NATURE OF ESTABLISHMENTS

In accordance with O.R.C. 4301.82(B)(2), the nature and types of establishments that will be located within the DORA are listed below.

The types of establishments located within the DORA are in primarily dining, retail, services or office sectors. Examples include:

Downtown Kent DORA Nature of Establishments

Establishment Name	Address
Retail	
City Bank Antiques	115 S. Water St.
Empire	135 E. Main St.
Handcrafted in Kent	201C E. Erie St.
Kent Natural Foods Co-Op	151 E. Main St.
Last Exit Books	124 E. Main St.
McKay Bricker Framing	141 E. Main St.
Off the Wagon	152 E. Main St.
Popped!	175 E. Erie St.
Rodney Complete Book Shop	144 S. Water St.
Universitees	100 E. Erie St.
Dining and Beverages	
Bent Tree Coffee Roasters	313 N. Water St.
Scribbles Coffee Co.	115 N. Water St.
Tree City Coffee & Pastry	135 E. Erie St.
D.P. Dough	295 S. Water St.
Erie Street Kitchen	163 W. Erie St.
Franklin Square Deli	108 S. Water St.
Grazers	123 N. Water St.
Jimmy John's	313 E. Main St.
Kenko Sushi & Teriyaki	220 S. Depeyster
Over Easy Morning Café	135 E. Erie St.
Bricco	210 S. Depeyster St.
Laziza	195 E. Erie St.
Services	
Hometown Bank	142 N. Water St.
Huntington Bank	101 E. Main St.
Marathon Financial Services	176 E. Main St.
Flashers Cleaners	145 E. Main St.
Jasons' Barber Shop	135 E. Erie St.
RUSH by Dino Palmieri	215 S. Water St.
Office	
Davey Resource Group World HQ	295 S. Water St. #300
Smithers-Oasis Co. World HQ	295 S. Water St. #200
Ametek Dynamic Fluid Solutions	100 E. Erie St. #200

IV. QUALIFYING PERMIT HOLDERS

In accordance with O.R.C. 4301.82(B)(3), the DORA will encompass not fewer than four qualified permit holders.

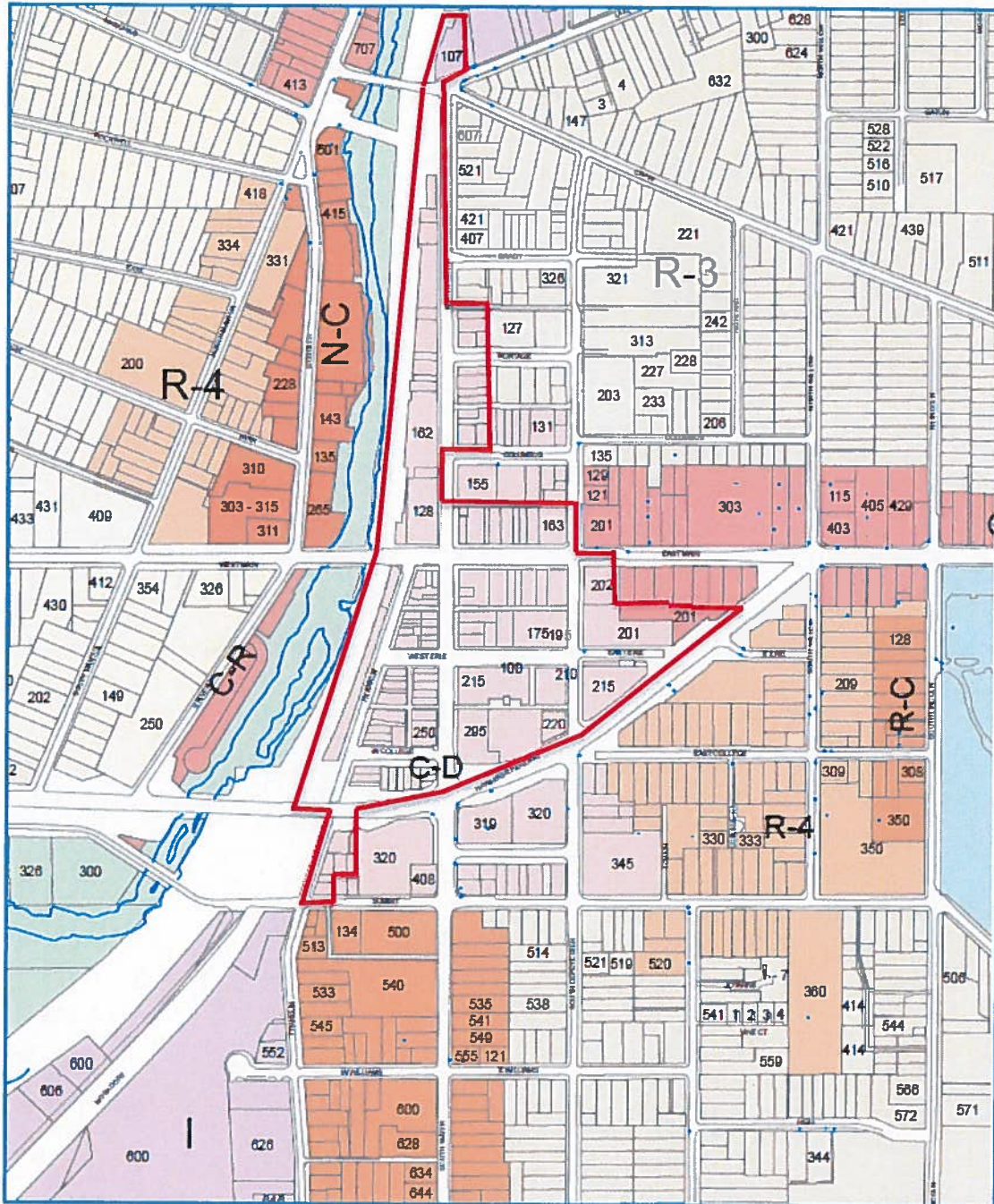
Kent has identified (31) qualified permit holders that will likely be included in the DORA:

**Downtown Kent DORA
Qualifying Liquor Permit Holders**

	Business Name	DBA	Address	Permit Type(s)	Permit #
1	Belleria Pizza Kent LLC	Belleria Pizza	135 E. Erie St.	D1, D2, D3	0600425
2	Laziza Restaurant LTD	Laziza	195 E Erie St.	D51, D6	5072484
3	Tree City Holdings LLC	Tree City Coffee & Pastry	135 E. Erie St. #101	D5	9039058
4	Family Tacos LLC	Fresco Mexican Grill	100 E. Erie St. #112	D5J	2633019
5	Kent Entertainment Group LLC	BarFlyy	100 E. Erie St. #130	D5, D6	4591790
6	Honey Gold Co.	Kent Cheesemonger	155 E. Erie St. #201	D1, D2	3951505
7	175 Main Ltd.	All Folked Up	175 E. Main St.	D5	6548375
8	Pacific East Kent	Pacific East	100 - 110 E. Main St.	D1, D2, D3, D3A	6632470
9	Troy Grill LLC	Troy Grill	118 E. Main St.	D1	9071615
10	Twisted Meltz LLC	Twisted Meltz	164 E. Main St. # B & C	D1	9112322
11	Mabam Enterprises Inc.	Buffalo Wild Wings	176 E. Main St. 1st Floor	D2, D2X, D3, D3A, D6	53922700001
12	Kent Underground LLC	Franklin Hotel Bar	176 E. Main St. Bsmt.	D5	4591261
13	Lilybutt LLC	Taco Tontos	123 Franklin Ave.	D1, D2, D3	52166760005
14	Mandalari Lounge Inc.	Domenicks Restaurant & Lounge	147 Franklin Ave.	D5, D6	5473558
15	KentABC Holdings LLC	Treno Ristorante	152 Franklin Ave.	D5, D6	4591835
16	Venice Cafe LLC	Venice Cafe	163 Franklin Ave.	D1, D2, D3, D3A, D6	6772988
17	Pub in Kent Inc.	The Pub in Kent	401 Franklin Ave.	D5, D6	7107910
18	Timberland Enterprises Inc.	Rays Place	134-143 Franklin Ave.	D1, D2, D3, D3A, D6	8933973
19	TIK Inc.	Brewhouse Pub & 244 N. Water St.	246 N. Water St.	D1, D3, D3A	893082900003
20	107 South Inc.	Euro Gyro Pub & Pizza	107 S. Depeyster	D5	6548551
21	Bricco Kent LLC	Bricco	210 S. Depeyster	D51, D6	0914287
22	120 South Inc.	Steak-Eez	120 S. Water St.	D1	6547772
23	157 Holdings LLC	157 Lounge	157 S. Water St.	D5	6548710
24	ELDU LLC	Water St. Tavern	132 - 138 S. Water St.	D5, D6	24704660001
25	Kent Paninis LLC	Kent Paninis	295 S. Water St. #104	D51, D6	4591461
26	Kent Tacos LLC	Barrio	295 S. Water St. #116	D51, D6	4581760
27	Kent Canadian Club	Kent Canadian Club	112 W. College Ave.	D4, D6	4590813
28	Zephyr Cafe Ltd.	Zephyr Cafe	106 W. Main St.	D1, D2, D3, D3A, D6	99181210005
29	Zephyr Cafe Ltd.	Bar 3 Third Fl Bar Room	106 W. Main St.	D2, D3, D3A, D6	991812150003
30	Riley Hotel Group	KSU Hotel & Conf. Ctr.	215 S. Depeyster St.	D5A, D6	73798900005
31	Wolf Patterson LLC	The Loft	112 W. Main St.	D1, D2, D3, D3A, D6	9735474

V. LAND USE & ZONING

In accordance with O.R.C. 4301.82(B)(4), the uses of land within the current and future DORA is zoned C-D (Commercial Downtown) and is in accord with Kent's master zoning plan:



VI. PUBLIC HEALTH & SAFETY

In accordance with O.R.C. 4301.82(B)(5), the proposed requirements for the purpose of ensuring public health and safety within the DORA shall include:

Ensuring Compliance with Minor Liquor Laws:

As consumers purchase their first drink on a given day at a qualified permit holder within the DORA, they will be required to provide proof of age for themselves and anyone they are purchasing an alcoholic beverage for. The qualified permit holder will provide wrist bands for each person and ensure they are placed on their wrists prior to leaving their establishment. The wristbands must be worn until leaving the DORA for the day. The presence of the wristbands will assist the Kent Safety Forces in determining that no minors are carrying or consuming alcoholic beverages.

Outdoor Trash and Litter Control:

City of Kent Central Maintenance staff would augment as needed the commercial trash collection contracted by the city. Additional permanent trash cans would be installed in addition to cardboard bins used to collect the recyclable DORA cups. Staffing levels, trash cans and recyclable bins would be monitored and adjusted as needed. Plastic recyclable containers shall be used for all DORA activities.

Outdoor Dining in Right of Way:

Qualifying permit holders that desire to sell alcoholic beverages as part of providing an outdoor dining area in the City of Kent's right of way (adjacent to the establishment), must obtain a right of way permit and meet the requirements of the Codified Ordinances for right of way use, and the DORA. These policies will require the qualifying permit holder to submit a sanitation plan, and the physical layout of the tables, chairs and other facilities to among other things comply with ADA requirements. It is anticipated that bussing of tables will be required and/or adequate trash cans be in place. Additionally, the permit review will ensure that there are adequate pedestrian passageways and that ingress/egress for emergency services is adequate. Failure to comply with the requirements of the permit can result in revocation.

Special Events:

The City of Kent requires that each special event using City property receive a permit from the City. As is the City's practice, each event will be reviewed as required in the Codified Ordinances of the City of Kent. Permit requirements may differ between events depending on their size, layout, use of right of way, and program. However, each event will be reviewed to ensure that adequate sanitation, signage and public safety requirements are established. The

necessity for portable bathrooms, handicap accessibility, pedestrian mobility, police, fire and emergency medical ingress and egress, crowd control, DORA boundary management and trash management (dumpsters, cans, pick-up, etc.) will be addressed. Event organizers may be required to pay for special duty officers or overtime for public service or safety workers if necessary, to ensure adequate health, public and safety requirements. If the special event includes the sale of alcoholic beverages, the event organizers can request that the City suspend the DORA for the duration of the special event.

City of Kent DORA Safety Plan:

The Safety Plan will help maintain public safety within the DORA, and designate the number of personnel needed to execute the Safety Plan. This will be accomplished in the following manner.

Current Public Safety personnel are adequate to maintain public safety within the DORA district. The City of Kent Police Department (KPD) currently has multiple overlapping shifts which will enable it to maintain public safety within the DORA to include the downtown core business district and main street business district. KPD has flexibility when deploying resources and has years of experience dealing with all of the downtown events such as the Heritage Festival, Wizardly World, Art & Wine Festival, Oktoberfest and other individual bar events which draw large crowds throughout the year.

Staffing for the DORA would consist of:

1. Utilizing the current scheduled overlapping shifts of Kent Safety Forces giving them the ability to actively patrol the DORA and have a visible presence in the assigned area.
2. During pre-planned or known special events that will increase the activity in the DORA area the KPD will seek organizations involved with the events to help supplement the manning needed to effectively police the DORA area. KPD will seek payment from such organizations for extra duty officer(s) as needed. The officer(s) primary responsibility would be the downtown core business district where the DORA is located.
3. All supervisors or OIC's (Officer's in Charge) have the flexibility to call in additional staffing for emergency situations or if large crowds start to get out of control.

Beginning with the commencement of the DORA and continuing for a period of three (3) consecutive months, the City Manager of the City of Kent and the Chief of Police of the City of Kent shall meet monthly to review the Safety Plan herein. The purpose of this meeting will be to determine whether updates, modifications or supplementation may be advisable or required, and in said event, such

changes shall be presented to Council for consideration and implementation. At the end of the three month pilot phase, City Council will have the option to continue or discontinue the DORA.

Amendments and Possible Revocation:

City staff, business leaders and elected officials would regularly meet to discuss the impacts of the DORA and recommend potential changes to council including hours and days of operation up to and including the possible revocation of the DORA if its negatives are considered to outweigh its benefits or if it is no longer considered to be an economic benefit to the City. City Council will have the final say in enacting any changes to the DORA.



Downtown Kent Designated Outdoor Refreshment AREA (DORA)

Community Development Committee Meeting

June 3, 2020

What is a DORA



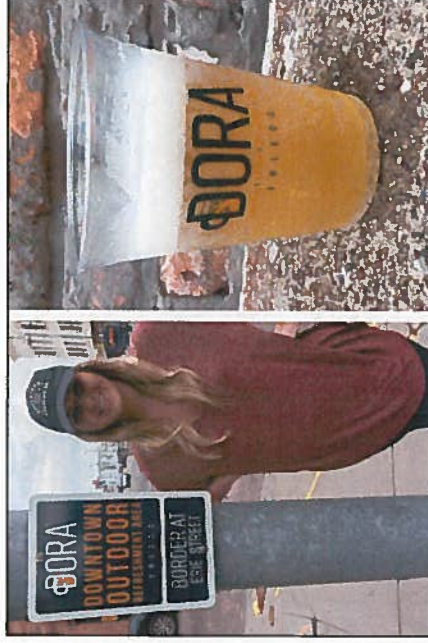
- A specific area where alcoholic beverages may be sold by licensed liquor establishments for outdoor consumption
- Limitations are set for days of the week and hours of the day when DORA refreshments may be sold
 - 12:00pm to 10:00pm, seven days a week is proposed for Kent
- Patrons 21 years of age and older may purchase a beverage in a plastic DORA cup from any participating business during those hours/days, and, wearing a DORA wristband, carry it outdoors and consume it within the DORA boundaries.

DORA Rules



- DORA beverages purchased at one bar/restaurant may not be taken into another.
- DORA cups are to be placed in a recycling bin upon entering another establishment.
- Retailers may choose to permit DORA beverages in their shops at their own discretion.
- NO other alcoholic beverages may be consumed outdoors within the DORA; only those purchased at a businesses within the DORA boundaries, in a DORA cup, are permitted.

Other Ohio Cities with a DORA



- | | |
|--------------------|-----------------------|
| Worthington | Middletown |
| Hamilton | Grove City |
| Lorain | Powell |
| Canton | Springfield |
| Chillicothe | Port Clinton |
| Marysville | Liberty Center |
| Mason | Sylvania |
| Toledo 1 | Fairborn |
| Toledo 2 | Shaker Heights |
| Delaware | Columbiana |
| Lancaster | Hilliard |
| Milford | |

Why Should Kent Consider a DORA Now?

- Help downtown businesses serve more customers with current seating/spacing/occupancy restrictions
- Give people who are especially sensitive to social distancing the opportunity to support downtown business but still stay as separated as they are comfortable
- 90-day “test period” will help determine whether a DORA makes sense long-term
- Keep Kent top-of-mind as a destination for visitors



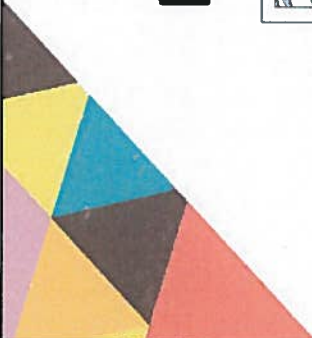
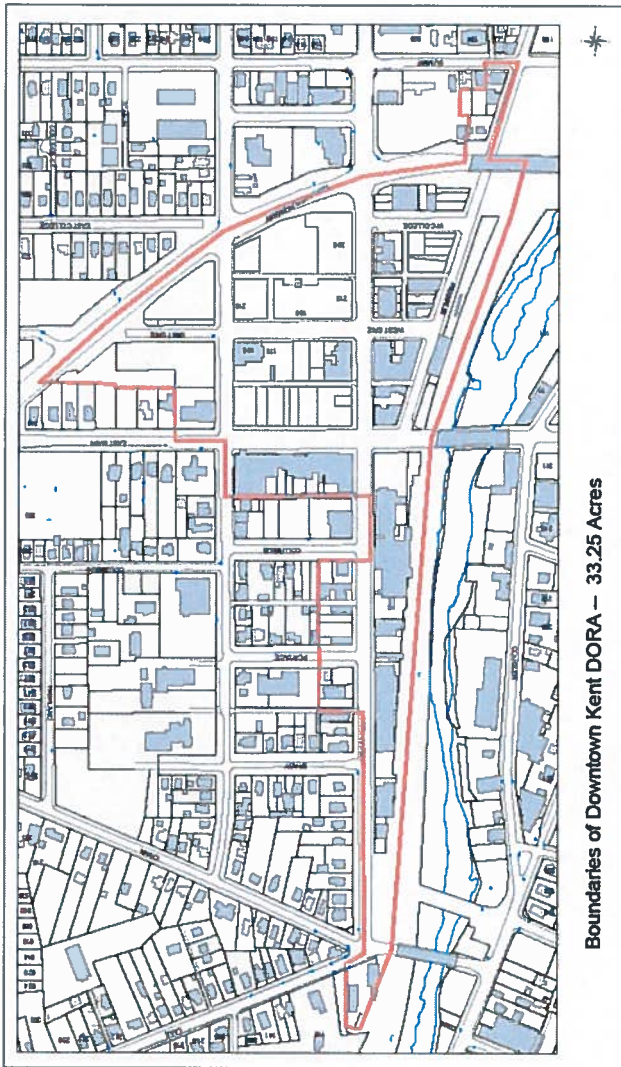


Entities Contacted

- City of Kent Police Department
- City of Kent Health Department
- City of Kent Law Department
- KSU Police Department
- Ward 5 Council Representative
- Townhall II
- Mental Health and Recovery Board
- St. Patrick's Church



DORA Boundaries – 33.25 Acres



DORA Collateral Materials

Wristband

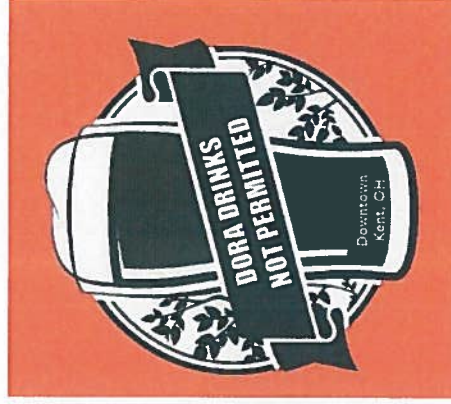
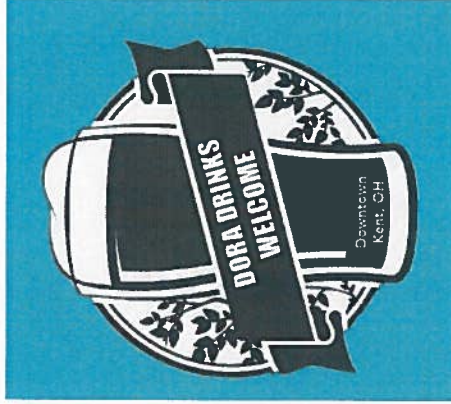
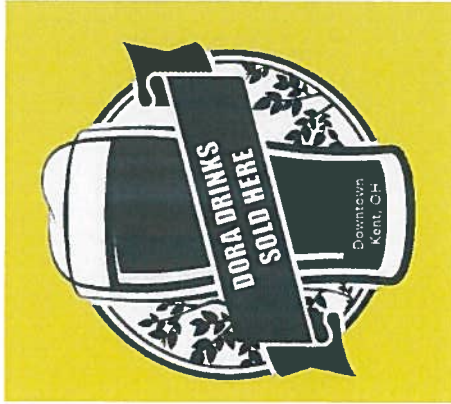


Cups




DORA Collateral Materials

- Window Decals






DORA Collateral Materials

DORA Establishments' Poster






Kent's Designated Outdoor Refreshment Area
Know the Rules

1. Permitted daily from noon - 10pm.
2. Must be 21+ with DORA wristband from participating establishment.
3. DORA beverages must be purchased at a bar/restaurant, and may not be taken inside another.
4. DORA beverages allowed only within DORA boundaries. Consumption from other vessels subject to law enforcement.
5. Look for DORA decals (below) in business windows for level of participation.
6. Map and full program details at mainstreetkent.org/DORA






Health & Safety
Your health and safety are important to us. If you choose to consume alcohol in downtown Kent, please do so responsibly. Always designate a sober driver or utilize a ride share program/taxi for a safe ride home.


Full program details available at mainstreetkent.org/DORA

DORA Collateral Materials Kiosk Inserts



Locations in Allegheny City, OH, where we have a Designated Drinking Establishment Area for the enjoyment of our residents and guests April 21 and over. Alcohol beverages are sold for on-premise consumption in the designated area. On for on-premise consumption only. For further information on the designated area, visit www.doraoh.com, call 412-326-2200, or contact your local police officer, fire department, or public works department.


How it works:
 DORA kiosks are available at participating establishments. They are designed to be used by patrons who are 21 years of age or older. The kiosks are designed to be used by patrons who are 21 years of age or older. The kiosks are designed to be used by patrons who are 21 years of age or older. The kiosks are designed to be used by patrons who are 21 years of age or older.



Locations of DORA Kiosks:
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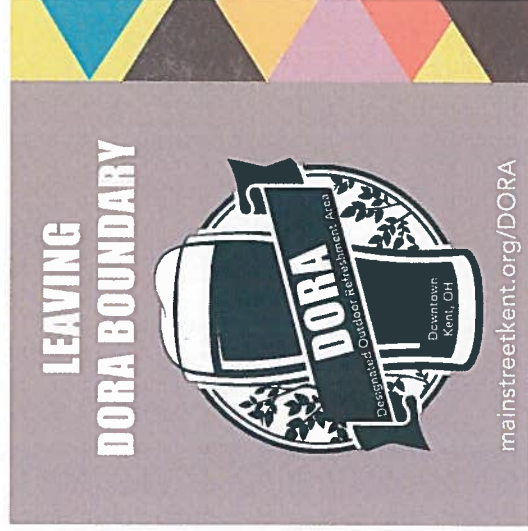
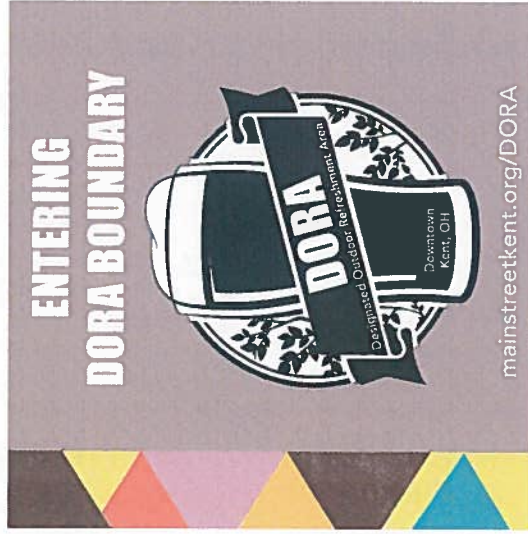
Health and Safety:
 DORA kiosks are designed to be used by patrons who are 21 years of age or older. The kiosks are designed to be used by patrons who are 21 years of age or older. The kiosks are designed to be used by patrons who are 21 years of age or older.

Full program details available at:
www.doraoh.com



DORA Collateral Materials

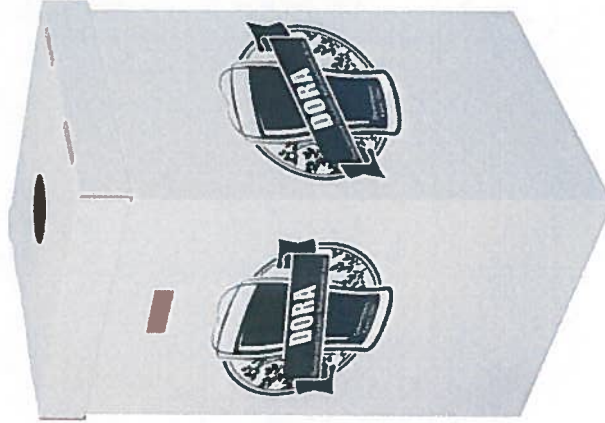
Boundary Signs



DORA Collateral Materials



Recycle Containers



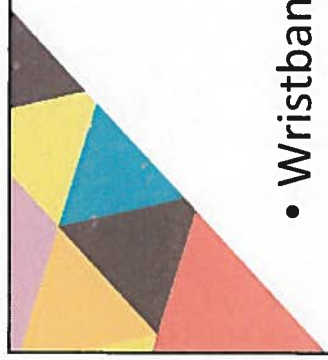
Sidewalk Decals

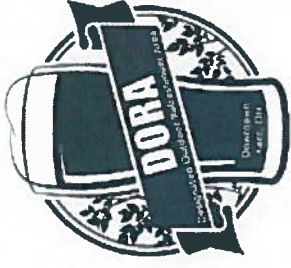




DORA Estimated Budget

• Wristbands	\$700
• Cups	\$7,350
• Window Decals	\$300
• Establishment Posters	\$120
• Kiosk Inserts	\$500
• Boundary Signs	\$300
• Sidewalk Decals	\$300
• <u>Recyclable Containers</u>	<u>\$819</u>
Total	\$10,389





DORA Proposed Funding Sources

• City of Kent (Econ. Dev.)	\$1,000
• Main Street Kent	\$1,000
• College Town Kent	\$1,000
• Destination Kent CVB	\$2,500
• <u>Sponsor</u>	<u>\$5,000</u>
Total	\$10,500

DORA Timeline



- Application submitted to Clerk of Council May 11
- Public notice advertised May 13 and 20
- Public Meeting June 3
- Community Development Committee Vote June 3
- Full Council Vote (if applicable) June 17
- Documents submitted to state (if applicable) June 18
- Amended liquor licenses sent to holders July 8 (est.)
- Dora is established and operational July 9 (est.)

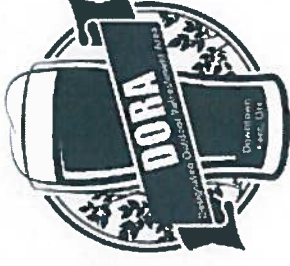
Council Discretion to End DORA



From the Ohio Department of Commerce:

“Additionally, by ordinance or resolution at any time, the Legislative Authority may, dissolve all or part of the DORA. It must give notice of the proposed dissolution by publication once a week for two consecutive weeks in a newspaper of general circulation in the Municipal Corporation or Township.”

Why Should Kent Consider a DORA Now?



- Help downtown businesses serve more customers with current seating/spacing/occupancy restrictions
- Gives people who are especially sensitive to social distancing the opportunity to support downtown business but still stay as separated as they are comfortable
- 90-day "test period" will help determine whether a DORA makes sense long-term
- Keep Kent top-of-mind as a destination for visitors



CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling *JSB*

DATE: May 28, 2020

RE: Temporary Administrative Process – License Agreements for Outdoor Dining

The administration is requesting council's time and consideration to allow the administration to enter into a license agreements with business/property owners for increased outdoor dining within the right-of-way. With the State of Ohio responsibly restarting Ohio's economy, the City wants to be agile in responding to the changing business environment. We believe that one way we can assist restaurant owners moving forward is to provide additional space for dining to accommodate proper social distancing. This can be accomplished by reprioritizing space in the right-of-way, including eliminating some on-street parking if necessary. We recommend using our standard license agreement to allow for use of the right-of-way (attached).

The license agreements provides an owner the ability to use the right-of-way, while defining the necessary responsibilities of the owner, which includes the following key items:

- Comply with all federal, state and local statutes, ordinances, rules or regulations **(4.2)**
- Maintenance of the property and improvements **(9 &10)**
- Hold Harmless the City **(11)**
- Insurance Requirements **(12)**

Therefore, we request Council provide the administration authority to enter into a License Agreement with a business/property owner it decides would benefit the City to allow for the use of the right-of-way for outdoor dining. This authority would be limited to entering into license agreements that would be effective for 2020. Any owner that wishes to extend the agreement into 2021 will require specific approval by City Council. We appreciate your time consideration of this request.

C: Melanie Baker
Hope Jones
Bridget Susel
Tom Wilke

CITY OF KENT, OHIO
LICENSE AGREEMENT

THIS AGREEMENT is made by and between the CITY OF KENT, OHIO, hereinafter called "City" and _____, 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" - _____
Exhibit "B" - _____

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: _____

_____ 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 _____, 2019, and ending on _____, 2020 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:

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 Property 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): _____

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"

EXHIBIT "B"



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: May 27, 2020
TO: Dave Ruller, City Manager
FROM: Bridget Susel, Community Development Director *BS*
RE: Haymaker Farmers' Market: Use of a portion of Franklin Avenue

The Haymaker Farmers' Market has been working with staff from the City's Health Department to establish a process for opening the outside Market that will ensure social distancing can be maintained, for both vendors and patrons, in response to the State of Ohio's COVID-19 pandemic health advisory.

The Market Manager, Andrew Rome, has provided a detailed plan for the proposed Market operations that will require the use of a portion of Franklin Avenue, beginning south of W. College Street and ending before the parking area for The Pub. The plan will not impede vehicular access to W. College Street and will not interfere with any other business operations in the area. The proposed plan, including utilizing the area on Franklin Avenue, is anticipated to be in effect each Saturday from 7 a.m. to 2 p.m. beginning June 6th and ending on October 31st.

Although this is not an actual special event, it does involve the use of City right-of-way once a week during the summer months and will require Central Maintenance to drop off barriers on Friday afternoons that Farmers' Market volunteers will use to cordoned off the area on Franklin Avenue. To ensure all relevant information was provided with regards to City involvement and necessary insurance, the Market Manager was advised to submit a Special Event Application, which has been attached for review.

I am respectfully requesting time at the June 3, 2020 Committee session to discuss this matter in greater detail and request Council's authorization to allow the Haymaker Farmers' Market to occupy a portion of Franklin Avenue, as specified, so that Market outdoor sales and operations can begin on June 6, 2020.

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

Thank you.

Attachment

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

930 Overholt Rd., Kent, Ohio 44240 • (330) 678-8108 fax (330) 678-8030 •

www.KentOhio.org

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

NAME OF EVENT Haymaker Farmers' Market - Outdoor Season
ORGANIZATION SPONSORING EVENT Haymaker Farmers' Market
APPLICANT NAME Andrew Rome PHONE 330/422-8034
ADDRESS PO Box 1412, 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:

Andrew Rome, Market Manager, cell 330/577-3355

DATE OF EVENT Saturdays 6/6/20-10/31/20 NO. OF PARTICIPANTS ~19,000 at 2019 season

REQUESTED PERMIT TIME: Start Set up 7:00am Start Event 9:00am
End Event 1:00pm End Cleanup 2:00pm

IF PARADE: STARTING POINT _____ ENDING POINT _____

USE OF CITY WATER NEEDED? No
(IF YES, PLEASE EXPLAIN)
USE OF CITY ELECTRIC NEEDED? Yes, electric hookups on lightpoles are used.
(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.

J. Andrew Rome

Name of Applicant

James Andrew Rome

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 email on 5/19/2020

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.

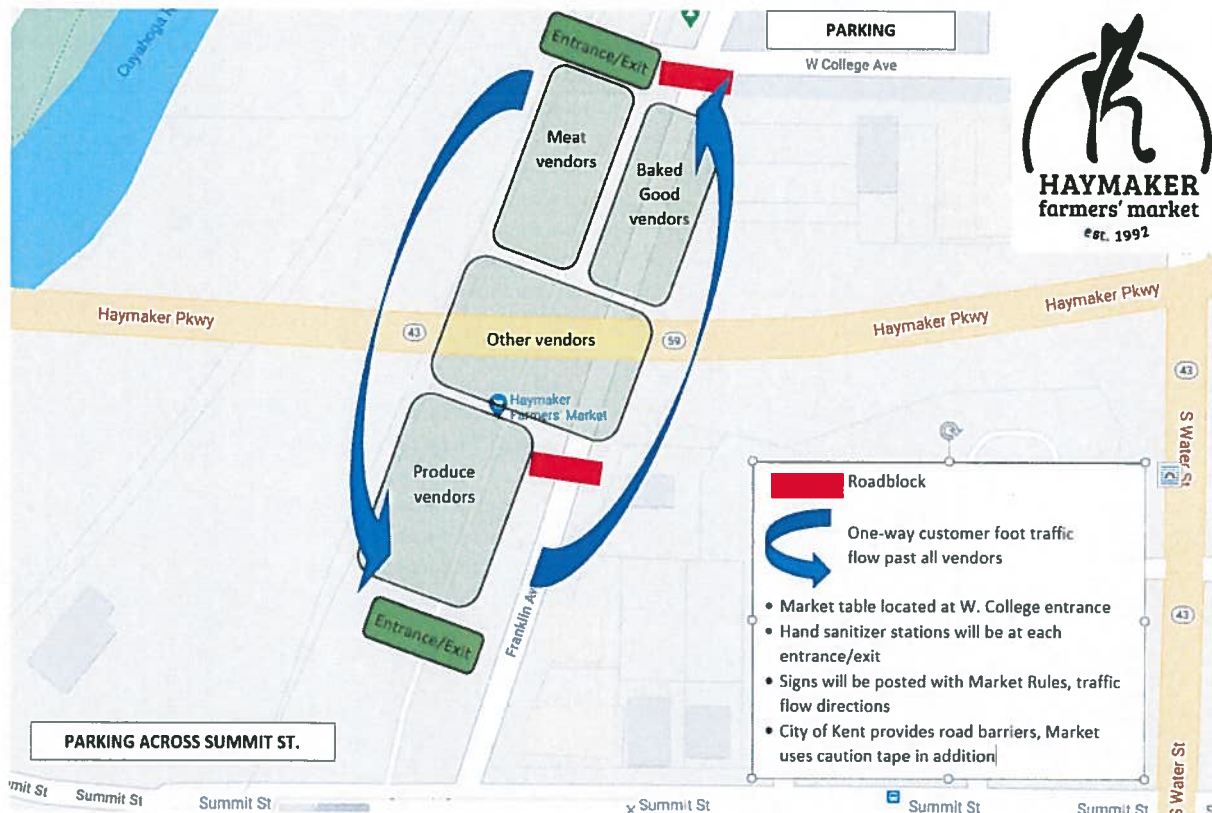
5/19/2020

City of Kent Application for Special Event: Haymaker Farmers' Market – Outdoor Season

Requesting: Closure of Franklin Ave. from W. College St through the area between the bike path & The Pub's parking lot.

Purpose: Additional space is needed for the Haymaker Farmers' Market to maintain COVID-19 appropriate distancing between vendors.

When: Every Saturday 7am-2pm (Market hours 9am-1pm), June 6th through October 31st



Business Impact: Road closure would not negatively impact any businesses. Access would be maintained to The Pub's parking lot and to the Treno parking lot.

Safety Plan: The Kent Health Department has approved the attached COVID-19 Market Health & Safety Plan – which requires the use of the additional space from closing Franklin Ave.

City Responsibilities: Per discussion with Briget Susel, no City of Kent staff overtime will be needed for road closure. Barricades will be delivered to the side of the Road on Fridays and will be placed at 7am Saturday mornings and removed by 2pm by Market staff.

2020 Haymaker Farmers' Market Outdoor Season Vendor List:

142 Redz	Oak Tree Hydroponic Farm
Barton Farm & Gardens	Old Forge Dairy
Bex	Pao Vue Family Farm
Birdsong Farm	Paradaze
Blue Sage	Peanut Butter Mill Co
Brimfield Bread Oven	Perry's Naturals
Busy B Bakery	Pete's Organic Teas
Dogtown Bakery	Savory Snackage
Emily's Soaps	SCRATCH
Fat T's Cookies	Seasons MicroFarm
Goodell Family Farm	Shari's Berries
Heron Hill Farm	Simple Times Mixers
Hyde Park Farm	Smyrna Mediterranean Morsels
Isaac Mills Bakery	Swain Perennials
Jack's Mountain Orchard	The Beckery
Jo's Kettle Corn	Tierra Verde Farm
JP Organic Farm	Tiny Jelly Co.
KC & Family Coffee	Trailing Edge Farm
Klettlinger Greenhouse	Unabandoned Herbals
Kline Honey	Walnut Drive
Leigh Farm	Western Reserve Heritage Seed Co
Martha's Farm	Wolf Farms
Mason Kisamore Family Farm	Yumi Tumi Sidekick Sauce
Next Generation Farm	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/19/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Ridgway & Associates Agency, Inc. 5929 Darrow Rd Hudson, OH 44236	CONTACT NAME: Kevin J Waldron		
		PHONE (A/C No. Ext): (330)650-1550	FAX (A/C No.): (330)656-4039	
		E-MAIL ADDRESS: kevinw@ridgwayins.com		
		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Western Reserve Group		
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES CERTIFICATE NUMBER: 00003444-44040 REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR NSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		WLS 3411777460	06/25/2019	06/25/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Farmers Market Fruit / vegetable dealer

CERTIFICATE HOLDER	CANCELLATION
City of Kent 930 Overholt Rd Kent, OH 44240	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE (KJW)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/19/2020

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PRODUCER	Ridgway & Associates Agency, Inc. 5929 Darrow Rd Hudson, OH 44236	CONTACT NAME: Kevin J Waldron	FAX (A/C, No): (330)656-4039
		PHONE (A/C, No, Ext): (330)650-1560	E-MAIL ADDRESS: kevinw@ridgwayins.com
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Western Reserve Group	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES CERTIFICATE NUMBER: 00003444-47474 REVISION NUMBER: 2

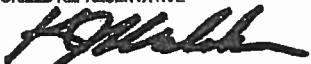
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INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSD WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		WLS 3411777460	06/25/2020	06/25/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Farmers Market Fruit / vegetable dealer

CERTIFICATE HOLDER

CANCELLATION

City of Kent 930 Overholt Rd Kent, OH 44240	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  (KJW)
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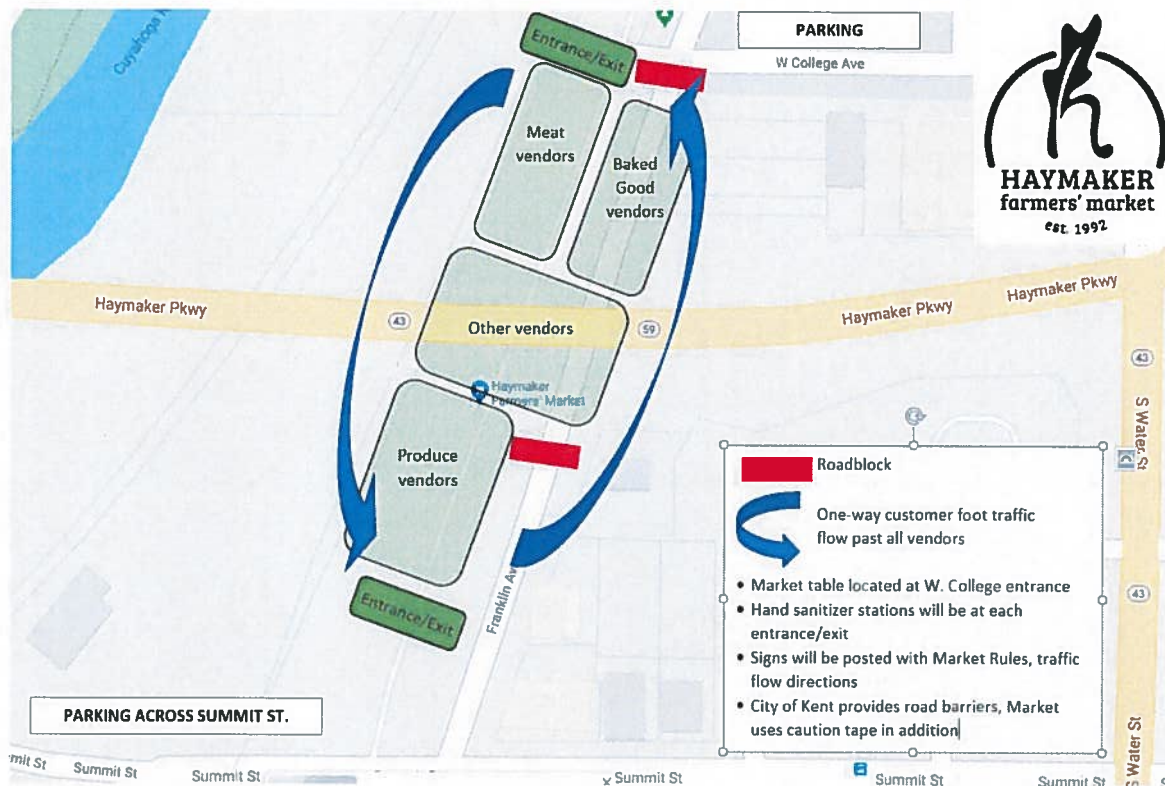
Haymaker Farmers' Market

Walk Up Market Plan

Market Dates: Saturday, June 6th - Saturday, October 31st, 2020

9:00am-9:30am Open for vulnerable populations
 9:30am-1:00pm Open for all customers

Market Site: Franklin Ave. parking lot (under Haymaker overpass) and on the street, with Franklin Ave. closed off from bike path to W. College St.



Market Responsibilities:

- The Market will mark 30' spaces for vendors, which includes 6' spacing between vendors. Vendors may keep their vehicles in their space, limiting vendor contact walking through the Market. Vendors arranged as a double lane of vendors in parking lot and a double lane of vendors on Franklin Ave.
- The Market will create two entrance/exit locations, on the Summit St side and the W. College St. side, and will staff those locations with volunteers, controlling the number of people who are in the Market at a time. The maximum capacity will be limited to 150 customers in the Market area.
- The Market will make hand sanitizer stations available to customers and vendors at the Market, located at each entrance/exit location.

- The Market will limit customer foot traffic flow at the Market to continue in a single direction, passing every vendor. Vendor types will be grouped together so that customers do not need to circle to find vendors.
- The Market will continue token sales during the Market. All tokens will be sanitized weekly.
- All Market employees and volunteers will be required to wear a face mask while at the Market.
- Market programming will be cancelled. Music performances will be cancelled for the month of June (at this time) and non-profit and community groups will not be allowed to table at the Market.



City of Kent Responsibilities:

- The City of Kent will drop road barriers to close Franklin Ave, between W. College St. and the bike path, each Friday before the Market. The Market will move these into position on Saturday morning.
- The City will provide additional barriers to be used in managing traffic flow.
- The City's Development Office will post no parking signs for the section of Franklin Ave. to be closed for 12am-2pm each Saturday. City Maintenance will remove vehicles.
- The City of Kent Health Department will visit the Market to review safety procedures during the Market and will provide additional guidelines as needed.

Vendor Responsibilities:

- Vendors will not come to market if sick or anyone in their household is sick
- Vendors must have two employees working at their booth during every Market. One person will handle products, one person will handle money.
- Vendors will wash hands before & after each Market and sanitize hands frequently during the Market.
- Vendors are required to wear masks covering their mouth and nose while at the Market.

- Wearing gloves at the Market is optional, but recommended.
- Vendors will have hand sanitizer available for customers to use as well. The Market will provide a limited supply to each vendor.
- Vendors accepting pre-orders will have pre-orders bagged, labeled and ready to go.
- Vendors will maintain 6' social distancing whenever possible. Vendors will arrange their display to maintain distance between customers and products, (such as keeping an empty table between customers and display).
- No Sampling of any food will be allowed.
- All vendors must sanitize their stands regularly, primarily wiping down tables, terminals, cash boxes, etc.
- Vendors will discontinue use of tablecloths and other porous materials. Vendors will be permitted to use baskets and display equipment made from wood, provided the customer does not have access to these items.
- Vendors should bring large signs with clear pricing, so shoppers can make decisions quickly. Vendors should display a 'Do Not Touch' sign. The market will have extra 'Do Not Touch' signs available for use if needed.
- Use only new paper or plastic bags for the packaging and sale of products. Customers will be permitted to bring their own reusable bags, but vendors will not be permitted to handle reusable bags from shoppers
- All vendors should either refrain from using their phones or use appropriate washing/sanitizing methods when moving to and from another task and using their phone.
- No touching, shaking hands, hugging, or any other personal contact with your customers, even though we all miss each other!



Customers Responsibilities:

- Customers are limited to 150 in the Market at one time.
- Customers will wash hands or sanitize hands before entering the market. Stations will be provided at each entrance/exit.
- Customers should not come to the market if you or any member of your household is sick.

- Only one member of your household should come to the market to shop to help us maintain social distancing.
- Only one customer at a booth at a time - maintain 6' distance while waiting.
- Please do not touch products, the vendor will bag your items for you.
- If you touch a product, you bought it. DO NOT touch any products prior to purchasing! Rather allow the vendor to select and bag products you wish to purchase.
- Please cover your mouth and nose with a cloth mask to help protect everyone
- Vendors will not touch reusable bags. If you carry one, vendor will hand you products in plastic bag to put into your own bag
- Please use hand sanitizer at booth after transaction
- Consider pre-ordering from vendors, in order to minimize time spent shopping at the Market.
- Customers shall wash produce before consumption.
- Pets are prohibited from the Market. Note: service animals are still permitted.
- Enter and exit the market through designated points. Our market is trying to manage traffic in a certain direction to assist with appropriate social distancing.
- Accept only new plastic or paper bags from vendors. You can use your own bags, but vendors may not handle them.
- Be patient and considerate. These are trying times for all of us and regardless of our own situation, we can be sure someone around us is struggling.





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: 5/28/2020
SUBJECT: West Side Fire Station Renewal Tax Levy

I am respectfully requesting City Council Committee agenda time at the June 3, 2020 meeting for the purpose of requesting approval to renew/replace the City's current 0.73 mil West Side Fire Station Operating Expense Tax Levy. This levy was originally passed in 2005 and the current renewal of the levy began with the 2011 Tax Year and runs for five consecutive years ending with the 2015 Tax Year. The levy is set to expire in tax year 2020/ collection year 2021. The requested action from Council is to authorize placing a 0.73 mil Renewal/Replacement Tax Levy for West Side Fire Station Operating Expenses on the upcoming November 3, 2020 general election ballot.

For the 2019 Tax Year/ 2020 Collection Year this levy will provide \$256,250 that directly funds a significant portion of the West Side Fire Station operating expenses. It should be noted that if renewed, the 0.73 mil current expense levy is estimated to provide \$256,250 in revenue beginning with the 2021 Tax Year/2022 Collection Year and the cost to a homeowner of a \$100,000 property (fair market value) would be slightly lower than previous years at approximately \$21 per year. For comparative purposes, if this levy was approved as a replacement levy it is estimated to provide \$306,330 in revenue beginning with the 2021 Tax Year/2022 Collection Year with the cost to a homeowner of a \$100,000 property (fair market value) increasing to approximately \$26 per year. It should also be noted that if the levy is replaced the residents will be responsible for 100% of the property tax whereas under the renewal the State of Ohio pays the homestead and rollback portion.

In consideration of current local community factors, the City's critical dependency on passage of this proposed levy, and in an effort to minimize risk of losing existing revenue levels, staff is recommending Council approval for placing a Renewal Tax Levy on the November ballot.

Should you desire any additional detail concerning this proposed policy, please do not hesitate to let me know and I will be happy to provide whatever I can.

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



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: May 26, 2020
TO: Dave Ruller, City Manager
FROM: Bridget Susel, Community Development Director *B.S.*
RE: EDA RLF Plan Amendments: COVID-19

Council authorized the City's current Revolving Loan Fund (RLF) Five Year Update on January 16, 2019 and the U.S. Department of Commerce Economic Development Agency (EDA) approved the Plan on January 29, 2019. The current RLF Plan identifies the procedures used to implement and monitor the program, in accordance with the EDA regulations that govern the program.

The EDA recently suspended some of the program requirements in order to establish temporary flexibilities that can be used to provide RLF assistance more expeditiously to businesses adversely affected by the COVID-19 pandemic. The EDA's flexibilities apply to any loan issued from May 7, 2020 through May 6, 2021 and includes the following:

- Waiving required minimum interest rate of 75% of prime rate for the life of the loan, which will allow an interest rate to be set at a rate between 0% to 2.4% (prime rate at 3.25% on May 26th).
- Waiving requirement that EDA RLF recipients leverage additional capital as part of an approved loan;
- Waiving the requirement that EDA RLF recipients provide evidence demonstrating credit/funding is not otherwise available from another source.

The EDA also will be suspending its scoring criteria for the specified one-year period, known as the Risk Analysis System, which is used to evaluate the City's loan portfolio performance. With the scoring system temporarily suspended, staff, in consultation with the City's Loan Review Board, can offer loans that have more risk factors than is typically approved through the program so that businesses hit hard by the pandemic can receive needed assistance.

I am respectfully requesting time at the June 3, 2020 Committee session to discuss this matter in greater detail and to request Council authorization, with emergency, to submit an amendment to the City's RLF Five Year Plan to allow the above listed temporary flexibilities to be applied to the City's program.

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

Thank you.

Attachment

Cc: Tom Wilke, Economic Development Director
Hope Jones, Law Director
Amy Wilkens, Clerk of Council

EDA RLF Award Flexibilities for EDA RLF Recipients

Frequently Asked Questions



EDA is providing certain flexibilities to recipients of EDA-funded Revolving Loan Fund (RLF) awards in light of the impact of COVID-19 on small businesses, the increasing demand for RLF loans, and the need for RLFs to provide credit quickly and efficiently to their communities. These flexibilities, discussed further below, include waiving for one year, from May 7, 2020 to May 6, 2021, the RLF regulations that:

- Establish a minimum interest rate for RLF loans (13 CFR 307.15(b)(1))
- Require RLF loans to leverage additional capital (13 CFR 307.15(c))
- Require evidence demonstrating credit is not otherwise available (13 CFR 307.11(a)(1)(ii)(H))

Additionally, EDA is suspending scoring of the following four measures of the Risk Analysis System for existing RLF awards for two rating cycles:

- Net RLF Income
- Default Rate
- Default Rate Over Time
- Leverage Ratio

Questions regarding the above administrative relief provisions should be directed to the EDA Regional Office where the community served by the RLF award is located. For EDA Regional Office contact information, see www.eda.gov/contact/. Frequently asked questions and answers regarding EDA RLF award flexibilities are below.

1 What materials govern the administration of an RLF award? How can they be modified?

An RLF award is mainly governed by three items: award documents, RLF regulations, and an RLF plan. First, the award documents establish the high-level characteristics unique to an RLF award, such as lending area and eligible borrowers, and generally may only be modified by an amendment to the award. Second, the RLF regulations establish high-level requirements applicable to all RLF awards, such as the minimum interest rate for RLF loans, the requirement to leverage additional capital, and the requirement to demonstrate that credit is not otherwise available. EDA may issue waivers to the RLF regulations, as discussed above. Third, the RLF plan, which is written by the RLF recipient and approved by EDA, establishes lending policies and procedures unique to the RLF award. An RLF recipient may propose changes and exceptions to the RLF plan which must be approved by EDA before taking effect.

2 What lending policies and procedures may an RLF recipient modify when responding to urgent circumstances?

An RLF recipient should first examine the RLF plan governing the RLF award to determine whether there are flexibilities under the existing RLF plan that may be implemented promptly, that is measures that are permissible under the currently approved RLF plan. Additionally, an RLF recipient may propose changes to the RLF plan, which must be approved by EDA before taking effect.

Examples of flexibilities in lending policies and procedures that may be permissible under an existing RLF plan or that an RLF recipient may propose to modify in an RLF plan include:

- Simplified underwriting and loan approval procedures
- Reduced or eliminated loan application fees
- Reduced or eliminated borrower equity and collateral requirements
- Changed maximum or minimum loan amounts
- Modified loan terms; see question #7 for information about loan deferrals and forbearances

RLF awards must be administered pursuant to prudent lending practices. At a minimum, this means that loans should not be made from an RLF award unless there is a reasonable expectation that the loan will be repaid in full. RLF Recipients must also continue to take reasonable steps to detect and prevent RLF borrowers from obtaining funding from multiple federal funding sources (including federal grants, federal loans, and federally guaranteed loans) for identical expenses.

3 What is the minimum interest rate for RLF loans?

The regulations governing RLF awards establish an interest rate floor for RLF loans (13 CFR 307.15(b)(1)). In general, the minimum interest rate of an RLF loan is four percentage points below the current money center prime interest rate quoted in the Wall Street Journal (WSJ Prime Rate), but never below the lesser of 4% or 75% of the WSJ Prime Rate. In the current low-interest rate environment, the latter clause controls, meaning that for present purposes the minimum interest rate of an RLF loan is 75% of the WSJ Prime Rate. As of April 2, 2020, the WSJ Prime Rate is 3.25%; therefore, the minimum interest rate is 2.44%. Note that the RLF plan governing the administration of a specific RLF award may in some instances require a higher interest rate. EDA is waiving the minimum interest rate requirement for one year; see question #6 for more information.

4 What is the leveraged capital requirement?

RLF awards are normally required to leverage at least two dollars of additional capital for each one dollar loaned as specified in 13 CFR § 307.15(c). This leveraged capital requirement is not a requirement for individual loans; rather, it is applied to an RLF's loan portfolio as a whole. It is not necessary to leverage capital for each loan. EDA is waiving the leveraged capital requirement for one year; see question #6 for more information.

5 What is the requirement to demonstrate that credit is not otherwise available?

The regulations governing RLF awards currently require that RLF loan documents include "evidence demonstrating that credit is not otherwise available on terms and conditions that permit the completion or successful operation of the activity to be financed." (13 CFR 307.11(a)(1)(ii)(H)). This sometimes takes the form of a loan application rejection letter from a commercial lender. EDA is waiving the requirement to demonstrate that credit is not otherwise available for one year; see question #6 for more information.

6 Is EDA issuing a variance to these three regulations? For how long?

EDA is issuing a variance to the three regulations governing RLF awards that:

- Establish a minimum interest rate for RLF loans (13 CFR 307.15(b)(1)).
- Require RLF loans to leverage additional capital (13 CFR 307.15(c)).
- Require evidence demonstrating that credit is not otherwise available (13 CFR 307.11(a)(1)(ii)(H)).

This variance is in effect for one year, from May 7, 2020 to May 6, 2021. In order to implement these variances, RLF recipients may need to amend the terms of their current RLF plan if it conflicts with these changes. Importantly, this variance does not require an RLF recipient to make loans at lower interest rates, cease leveraging additional capital, or lend when credit is otherwise available. Instead, this variance provides RLF recipients with increased flexibility to respond to the impact of COVID-19 on small businesses in their communities. It is ultimately within the discretion of each RLF recipient how to apply this flexibility to its existing RLF loan portfolio and to new RLF loans.

7 May RLF recipients provide deferments and/or forbearances to RLF borrowers?

First, RLF recipients may defer RLF borrowers' payments of principal and interest as part of their administration of the loan portfolio in accordance with prudent lending practices. As long as it is not contrary to the RLF plan governing the administration of the specific RLF award, EDA approval is not required for this action. Although payments are deferred, interest continues to accrue.

Second, RLF recipients usually may not waive RLF borrowers' interest if it would cause the interest rate on the loan to fall below the minimum interest rate set forth in either the RLF plan or EDA's regulation. However, EDA Regional Offices can grant variances to RLF plans, and the one-year waiver of the regulation establishing a minimum interest rate for RLF loans in effect from May 7, 2020 to May 6, 2021 means such forbearances and deferrals are explicitly permitted in this period.

8

May EDA approve a variance to the lending area of an RLF award?

No. The lending area of an RLF is established in the award documents and is integral to the scope of work for the award. Therefore, an RLF award's lending area may not be expanded via a regulatory variance, but instead can be changed only via a grant amendment.

9

May EDA allow RLF recipients to make forgivable loans?

No. EDA's current statutory authorities do not authorize forgivable loans. An RLF recipient may only make RLF loans that are reasonably expected to be repaid in full. However, this does not affect an RLF recipient's ability to provide loan payment deferrals and forbearances and to take actions to mitigate losses for defaulted loans, such as through loan modifications, in accordance with prudent lending practices and the RLF plan.

10

Will EDA offer any flexibilities around the Risk Analysis System?

EDA employs the Risk Analysis System to monitor and evaluate the performance of RLF awards during the revolving phase to ensure that RLF recipients are using RLF funds efficiently and appropriately. (EDA does not employ the Risk Analysis System to monitor and evaluate the performance of RLF awards during the initial round of lending.) The Risk Analysis system scores RLF awards on fifteen measures to produce a composite risk rating for each RLF award.

To encourage RLF recipients to make credit more quickly and easily available to small businesses impacted by COVID-19, EDA is suspending scoring of the following four measures of the Risk Analysis System for existing RLF awards for two rating cycles:

- Default Rate
- Default Rate Over Time
- Leverage Ratio
- Net RLF Income (suspension of this measure does not authorize use of the RLF capital base for administrative expenses, which continues to require EDA's prior written approval)

Because Risk Analysis System ratings are generated using data provided at the end of an RLF recipient's fiscal year, and RLF recipients' fiscal years vary, the dates of the two rating cycles during which the scoring of the four risk measures would be suspended would vary by RLF recipient. For example, for RLF recipients with fiscal years ending June 30, the four risk measures will not be scored for the fiscal years ending June 30, 2020, and June 30, 2021.

Suspending scoring for four of the fifteen measures of the Risk Analysis System reduces the total number of points available from 45 points to 33 points. This requires a temporarily modified risk-rating rubric:

- Level A: 30-33 points
- Level B: 22-29 points
- Level C: 11-21 points



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: May 27, 2020
Re: FY2020 Appropriation Amendments, Transfers, and Advances

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

Fund 126 – CDBG Fund

Increase \$ 146,000 CDBG/ Other (O&M) – Additional funding for the use of program income through reclassing \$126,000 to the CHIP Fund and additional \$20,000 program income for grant related expenditures, per B. Susel 5/20/20 memo.

Increase \$ 178,696 CDBG/ Other (O&M) – Additional funding for the use of additional CDBG COVID-19 Grant to assist low-to-moderate income persons affected by the pandemic, per B. Susel 5/20/20 memo.

Fund 127 – NSP Fund

Increase \$ 400 NSP/ Other (O&M) – Additional appropriations to close the bank account by spending down the remaining grant funding on employee salaries, per B. Susel 5/20/20 memo.

Fund 136 – CHIP Fund

Increase \$ 126,000 CHIP/ Other (O&M) – Additional funding for the use of program income from prior year grants, per S. Susel 5/20/20 memo.

Fund 106 – Parks & Recreation Fund

Increase \$ 10,000 Parks & Rec/ Other (O&M) – Reclass appropriations to Operations and Maintenance vs Capital for Gazebo repairs, per K. Schwartzhoff 5/28/20 memo.

Decrease \$ 10,000 Parks & Rec/ Capital – Reclass appropriations to Operations and Maintenance vs Capital for Gazebo repairs, per K. Schwartzhoff 5/28/20 memo.

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



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: May 20, 2020
TO: Rhonda Hall, Budget & Finance Director
FROM: Bridget Susel, Community Development Director *boh*
RE: Appropriations Request: Revolving Loan Funds: CDBG, CHIP & NSP

The Community Development Department provides rehabilitation assistance to low-to-moderate income households and supports the program with new grant awards from the State of Ohio Community Housing Impact and Preservation (CHIP) program (fund 136) and through revolving loan fund (RLF) proceeds, also known as program income, received through loan repayments from both the CHIP program and the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program (fund 126). The City currently has rehabilitation projects underway in 2020 that will be paid for using both CHIP and CDBG RLF funds.

The City also maintains an RLF account for program income proceeds that were generated from a one-time 2009 stimulus grant known as the Neighborhood Stabilization Program (NSP) (fund 127). The majority of these NSP funds were expended on an eligible project in April 2020 so the balance of the account will be appropriated to the NSP 127 salary line item in order to close out this account at Hometown Bank.

I am respectfully requesting the appropriation of program income/RLF funds, maintained in separate accounts at Hometown Bank, in the below listed amounts be presented to City Council in June:

- 1) **\$146,000 (CDBG fund 126) to 7992 program income line;**
- 2) **\$126,000 (CHIP fund 136) to 7992 program income line** (required program income expenditure for rehabilitation activities prior to drawing 2019 CHIP grant award);
- 3) **\$400 (NSP fund 127) to 7001 employee-regular salaries line** (will allow for closing of account at Hometown Bank).

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

Cc: Brian Huff, Controller
Kathy Petsko, Grants & Neighborhood Programs Coordinator
Kim Brown, Administrative Assistant, Community Development Department



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: May 21, 2020

TO: Rhonda Hall, Budget & Finance Director

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

RE: Appropriations Request: Community Development Block Grant Coronavirus (CDBG-CV) Grant

The City of Kent has received a supplemental allocation in the amount of \$178,696 in Community Development Block Grant Coronavirus (CDBG-CV) funding from the U.S. Department of Housing and Urban Development through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act).

The Community Development Department plans to utilize these funds in 2020 to assist low-to-moderate income persons adversely affected by the COVID-19 pandemic crisis.

I am respectfully requesting the appropriation of \$178,696 in CDBG-CV funds to the CDBG 126 fund. Please ensure these CDBG-CV funds are assigned to a separate line under the 126 fund in order to comply with the federal requirement that the CDBG-CV funds and associated expenditures be accounted for separately from the City's annual CDBG allocation.

Thank you for your consideration of this matter. Please let me know if you need any additional information in order process this request.

Cc: Kathy Petsko, Grants & Neighborhood Programs Coordinator
Brian Huff, Controller
Kim Brown, Administrative Assistant, Community Development



ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

April 2, 2020

The Honorable Jerry Fiala
Mayor of Kent
301 S. Depeyster Street
City Building
Kent, OH 44240-3649

Dear Mayor Fiala:

I am pleased to inform you of a special allocation to your jurisdiction of Community Development Block Grant funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis.

The CARES Act made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds. Of this amount, the Department is immediately allocating \$2 billion based on the fiscal year 2020 CDBG formula. The remaining \$3 billion shall be allocated based on needs using best available data, in the following tranches: \$1 billion shall be allocated to States and insular areas within 45 days of enactment of the Cares Act, and \$2 billion shall be distributed to states and local governments at the discretion of the Secretary. Up to \$10 million will be set aside for technical assistance. Given the immediate needs faced by our communities, the Department has announced the first allocation of funds. Your jurisdiction's allocation is \$178,696.

The CARES Act adds additional flexibility for both the CDBG-CV grant and, in some cases, for the annual FY2020 CDBG grants in these unprecedented times. The public comment period is reduced to not less than 5 days, grantees may use virtual public hearings when necessary for public health reasons, the public services cap is suspended during the emergency, and States and local governments may reimburse costs of eligible activities incurred for pandemic response regardless of the date.

In addition, the CARES Act authorizes the Secretary to grant waivers and alternative requirements of statutes and regulations the Secretary administers in connection with the use of CDBG-CV funds and fiscal year 2019 and 2020 CDBG funds (except for requirements related to fair housing, nondiscrimination, labor standards, and the environment). Waivers and alternative requirements can be granted when necessary to expedite and facilitate the use of funds to prevent, prepare for, and respond to coronavirus.

The Department is developing a notice that will further describes the CARES Act's provisions, a Quick Guide to the CARES Act flexibilities and other provisions, and other resources

to enable swift implementation of CDBG-CV grants. As these become available, they will be posted on HUD's website and distributed to grantees. The Department will also support grantees with technical assistance.

As you develop your plan for the use of these grant funds, we encourage you to consider approaches that prioritize the unique needs of low- and moderate-income persons and the development of partnerships between all levels of government and the private for-profit and non-profit sectors. You should coordinate with state and local health authorities before undertaking any activity to support state or local pandemic response. CDBG-CV grants will be subject to oversight, reporting, and requirements that each grantee have adequate procedures to prevent the duplication of benefits. HUD will provide guidance and technical assistance on DOB and regarding prevention of fraud, waste, and abuse and documenting the impact of this program for beneficiaries.

The Office of Community Planning and Development (CPD) is looking forward to working with you to successfully meet the urgent and complex challenges faced by our communities. If you or any member of your staff has questions, please contact your local CPD Field Office Director or CPDQuestionsAnswered@hud.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "John Gibbs", written in a cursive style.

John Gibbs
Acting Assistant Secretary
for Community Planning and Development
U.S. Department of Housing and Urban Development

Memo

TO: Rhonda Hall
FROM: Kevin Schwartzhoff
DATE: May 28, 2020
RE: Budget Transfer

Transfer \$10,000 from 106 530 301 7680 Contracts – Building Renovations to
106 530 301 7350 Maintenance of Equipment & Facility.

PC: Budget & Finance

**City of Kent
Income Tax Division**

April 30, 2020

Income Tax Receipts Comparison - (Excluding 0.25% Police Facility Receipts)

Monthly Receipts

Total receipts for the month of April, 2020	\$ 1,307,676
Total receipts for the month of April, 2019	\$ 1,649,439
Total receipts for the month of April, 2018	\$ 1,656,767

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

	<u>Year-to-date Actual</u>	<u>Percent of Annual</u>
Total receipts January 1 through April 30, 2020	\$ 5,009,557	33.75%
Total receipts January 1 through April 30, 2019	\$ 5,063,652	35.16%
Total receipts January 1 through April 30, 2018	\$ 4,924,088	34.23%

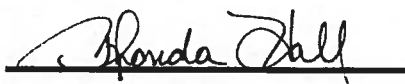
Year-to-date Receipts Through April 30, 2020 - Budget vs. Actual

<u>Year</u>	<u>Annual Budgeted Receipts</u>	<u>Revised Budgeted Receipts</u>	<u>Year-to-date Actual Receipts</u>	<u>Percent Collected</u>	<u>Percent Remaining</u>
2020	\$ 14,844,630	\$ 14,844,630	\$ 5,009,557	33.75%	66.25%

Comparisons of Total Annual Receipts for Previous Ten Years

<u>Year</u>	<u>Total Receipts</u>	<u>Change From Prior Year</u>
2010	\$ 10,453,032	-0.28%
2011	10,711,766	2.48%
2012	12,063,299	12.62%
2013	12,397,812	2.77%
2014	13,099,836	5.66%
2015	14,592,491	11.39%
2016	14,133,033	-3.15%
2017	14,687,372	3.92%
2018	14,384,958	-2.06%
2019	14,731,654	2.41%

Submitted by



Director of Budget and Finance

2020 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
(Excluding 0.25% Police Facility Receipts)
as of Month Ended April 30, 2020

Monthly Receipts				Comparisons	
Month	2018	2019	2020	Amount	Percent Change
January	\$ 1,153,204	\$ 1,146,434	\$1,268,783	\$ 122,350	10.67%
February	1,062,513	1,142,355	1,242,873	100,518	8.80%
March	1,051,604	1,125,424	1,190,224	64,800	5.76%
April	1,656,767	1,649,439	1,307,676	(341,762)	-20.72%
May	1,229,804	1,283,213			
June	1,266,792	1,381,758			
July	1,054,319	1,047,029			
August	1,073,511	1,126,859			
September	1,290,237	1,256,730			
October	1,110,361	1,158,466			
November	1,010,080	1,070,525			
December	1,425,765	1,343,423			
Totals	\$ 14,384,958	\$ 14,731,654	\$ 5,009,557	\$ (54,095)	

Year-to-Date Receipts				Comparisons	
Month	2018	2019	2020	Amount	Percent Change
January	\$ 1,153,204	\$ 1,146,434	\$1,268,783	\$ 122,350	10.67%
February	2,215,718	2,288,789	2,511,656	222,868	9.74%
March	3,267,321	3,414,213	3,701,881	287,668	8.43%
April	4,924,088	5,063,652	5,009,557	(54,095)	-1.07%
May	6,153,892	6,346,864			
June	7,420,684	7,728,622			
July	8,475,003	8,775,651			
August	9,548,514	9,902,510			
September	10,838,752	11,159,240			
October	11,949,112	12,317,707			
November	12,959,193	13,388,231			
December	14,384,958	14,731,654			
Totals	\$ 14,384,958	\$ 14,731,654			

2020 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
(Excluding 0.25% Police Facility Receipts)
as of Month Ended April 30, 2020

Monthly Receipts				Comparisons	
Month	2018	2019	2020	Amount	Percent Change
January	\$ 441,024	\$ 432,020	\$ 453,880	\$ 21,860	5.06%
February	408,429	402,645	443,892	41,247	10.24%
March	439,804	429,564	443,272	13,709	3.19%
April	475,808	463,208	491,652	28,444	6.14%
May	434,264	426,386			
June	437,151	421,609			
July	392,738	400,822			
August	417,869	427,280			
September	398,667	424,497			
October	425,598	444,044			
November	450,474	447,742			
December	430,640	449,522			
Totals	\$ 5,152,467	\$ 5,169,340	\$ 1,832,697	\$ 105,260	

Year-to-Date Receipts				Comparisons	
Month	2018	2019	2020	Amount	Percent Change
January	\$ 441,024	\$ 432,020	\$ 453,880	\$ 21,860	5.06%
February	849,453	834,665	897,772	63,107	7.56%
March	1,289,257	1,264,228	1,341,044	76,816	6.08%
April	1,765,066	1,727,436	1,832,697	105,260	6.09%
May	2,199,330	2,153,823			
June	2,636,481	2,575,432			
July	3,029,218	2,976,254			
August	3,447,088	3,403,534			
September	3,845,755	3,828,031			
October	4,271,352	4,272,076			
November	4,721,826	4,719,818			
December	5,152,467	5,169,340			
Totals	\$ 5,152,467	\$ 5,169,340			

2020 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
(Excluding 0.25% Police Facility Receipts)

Comparisons of Total Annual Receipts for Previous Ten Years

Year	Total Receipts	Percent Change
2009	\$ 4,090,788	4.37%
2010	4,267,465	4.32%
2011	4,246,372	-0.49%
2012	4,436,666	4.48%
2013	4,603,095	3.75%
2014	4,778,094	3.80%
2015	4,916,874	2.90%
2016	5,056,433	2.84%
2017	5,144,861	1.75%
2018	5,152,467	0.15%
2019	5,169,340	0.33%

2020 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
Police Facility Dedicated Income Tax Receipts - 1/9 of Total (0.25%)
as of Month Ended April 30, 2020

Monthly Receipts				Comparisons	
Month	2018	2019	2020	Amount	Percent Change
January	\$ 144,134	\$ 143,288	\$ 158,582	\$ 15,294	10.67%
February	132,799	142,778	155,359	12,581	8.81%
March	131,436	140,662	148,778	8,116	5.77%
April	207,073	206,157	163,460	(42,697)	-20.71%
May	153,708	160,384			
June	158,331	172,700			
July	131,775	130,864			
August	134,174	140,842			
September	161,261	157,074			
October	138,780	144,792			
November	126,246	133,801			
December	178,201	167,909			
Totals	\$ 1,797,917	\$ 1,841,250	\$ 626,179	\$ (6,706)	

Year-to-Date Receipts				Comparisons	
Month	2018	2019	2020	Amount	Percent Change
January	\$ 144,134	\$ 143,288	\$ 158,582	\$ 15,294	10.67%
February	276,934	286,066	313,941	27,875	9.74%
March	408,369	426,729	462,719	35,991	8.43%
April	615,442	632,885	626,179	(6,706)	-1.06%
May	769,150	793,269			
June	927,481	965,969			
July	1,059,256	1,096,833			
August	1,193,430	1,237,675			
September	1,354,691	1,394,748			
October	1,493,471	1,539,540			
November	1,619,717	1,673,341			
December	1,797,917	1,841,250			
Totals	\$ 1,797,917	\$ 1,841,250			

2020 CITY OF KENT, OHIO
Comparison of Total Income Tax Receipts - Including Police Facility Receipts
as of Month Ended April 30, 2020

Monthly Receipts				Comparisons	
Month	2018	2019	2020	Amount	Percent Change
January	\$ 1,297,339	\$ 1,289,722	\$ 1,427,381	\$ 137,660	10.67%
February	1,195,312	1,285,134	1,398,232	113,099	8.80%
March	1,183,039	1,266,086	1,339,002	72,916	5.76%
April	1,863,839	1,855,595	1,471,136	(384,459)	-20.72%
May	1,383,512	1,443,596	-		
June	1,425,124	1,554,458	-		
July	1,186,094	1,177,893	-		
August	1,207,685	1,267,700	-		
September	1,451,498	1,413,804	-		
October	1,249,141	1,303,258	-		
November	1,136,326	1,204,325	-		
December	1,603,965	1,511,332	-		
Totals	<u>\$ 16,182,875</u>	<u>\$ 16,572,904</u>	<u>\$ 5,635,752</u>	<u>\$ (60,785)</u>	

Year-to-Date Receipts				Comparisons	
Month	2018	2019	2020	Amount	Percent Change
January	\$ 1,297,339	\$ 1,289,722	\$ 1,427,381	\$ 137,660	10.67%
February	2,492,651	2,574,855	2,825,614	250,758	9.74%
March	3,675,690	3,840,942	4,164,616	323,674	8.43%
April	5,539,530	5,696,537	5,635,752	(60,785)	-1.07%
May	6,923,042	7,140,133			
June	8,348,165	8,694,591			
July	9,534,260	9,872,484			
August	10,741,944	11,140,185			
September	12,193,443	12,553,989			
October	13,442,583	13,857,247			
November	14,578,910	15,061,572			
December	16,182,875	16,572,904			
Totals	<u>\$ 16,182,875</u>	<u>\$ 16,572,904</u>			

**KENT POLICE DEPARTMENT
APRIL 2020**

	APRIL 2019	APRIL 2020	TOTAL 2019	TOTAL 2020
CALLS FOR SERVICE	2431	975	9843	7042
FIRE CALLS	376	309	1540	1408
ARRESTS, TOTAL	142	50	522	451
JUVENILE ARRESTS	8	1	26	21
O.V.I. ARRESTS	19	2	51	44
TRAFFIC CITATIONS	241	38	1082	754
PARKING TICKETS	1009	50	4055	2514
ACCIDENT REPORTS	71	15	249	199
Property Damage	38	6	162	108
Injury	10	5	12	30
Private Property	15	2	57	34
Hit-Skip	8	1	15	19
OVI Related	0	1	0	4
Pedestrians	0	0	3	4
Fatals	0	0	0	0
U.C.R. STATISTICS				
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	0	0	3	2
Assault Total	11	13	49	64
Serious		2		1
Simple		9		12
Burglary	12	5	27	23
Larceny	28	23	101	97
Auto Theft	2	1	6	2
Arson	0	0	0	0
Human Trafficking:Servitude	0	0	0	0
Human Trafficking:Sex Acts	0	0	0	0
TOTAL	53	42	186	188
CRIME CLEARANCES				
Homicide	0	0	0	0
Rape	0	0	0	0
Robbery	1	1	1	2
Assault Total	10	10	42	56
Serious		2		0
Simple		8		10
Burglary	2	2	7	5
Larceny	8	0	16	19
Auto Theft	1	0	1	0
Arson	0	0	0	0
Human Trafficking:Servitude	0	0	0	0
Human Trafficking:Sex Acts	0	0	0	0
TOTAL	22	13	67	82



KENT FIRE DEPARTMENT MONTHLY INCIDENT REPORT APRIL 2020

FIRE INCIDENT RESPONSE INFORMATION

Summary of Fire Incident Alarms

City of Kent	69	49	43
Kent State University	2	8	9
Franklin Township	19	9	21
Sugar Bush Knolls	1	1	0
Mutual Aid Given	1	4	2
Total Fire Incident Alarms	92	71	75

Summary of Mutual Aid Received by Location

City of Kent	0	0	1
Kent State University	0	0	0
Franklin Township	0	0	0
Sugar Bush Knolls	0	0	0
Total Mutual Aid	0	0	1

CURRENT PERIOD			YEAR TO DATE		
2020	2019	2018	2020	2019	2018
69	49	43	217	195	156
2	8	9	52	43	52
19	9	21	53	66	58
1	1	0	2	1	2
1	4	2	12	16	9
92	71	75	336	321	277

EMERGENCY MEDICAL SERVICE RESPONSE INFORMATION

Summary of Emergency Medical Service Responses

City of Kent	173	226	228
Kent State University	0	36	35
Franklin Township	42	37	44
Sugar Bush Knolls	0	1	0
Mutual Aid Given	0	3	4
Total Emergency Medical Service Responses	215	303	311

Summary of Mutual Aid Received by Location

City of Kent	2	1	2
Kent State University	0	1	0
Franklin Township	0	0	0
Sugar Bush Knolls	0	0	0
Total Mutual Aid	2	2	2

CURRENT PERIOD			YEAR TO DATE		
2020	2019	2018	2020	2019	2018
173	226	228	825	905	840
0	36	35	71	103	121
42	37	44	161	185	181
0	1	0	2	4	3
0	3	4	7	11	14
215	303	311	1066	1208	1159

TOTAL FIRE AND EMERGENCY MEDICAL SERVICE RESPONSE INCIDENTS

307	374	386	1402	1529	1436
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TOTAL ALL RESPONSES, INCLUDING MUTUAL AID

309	376	389	1408	1539	1449
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CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT Building Services Division

To: Dave Ruller
City Manager

From: Bridget Susel *B.S.*
Community Development Director

Date: May 1, 2020

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

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 03/31/20 - 04/29/20

Summary Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type BZA-BOARD OF ZONING APPEALS						
BZA - BOARD OF BUILDING APPEALS		1	0	50.00	.00	50.00
Permit Type BZA-BOARD OF ZONING APPEALS Totals						
		1	0	\$50.00	\$0.00	\$50.00
Permit Type CODE VIOLATION-CODE VIOLATION						
MISC - MISCELLANEOUS		1	0	72.42	.00	72.42
NUISANCE FINE - NUISANCE FINE		2	0	200.00	.00	200.00
Permit Type CODE VIOLATION-CODE VIOLATION Totals						
		3	0	\$272.42	\$0.00	\$272.42
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL						
3% BBS - 3% BBS		3	0	4.50	.00	4.50
COM-ELEC REPAIR - Commercial Electric Repair/Remodel		2	0	100.00	.00	100.00
COM-ELEC SERVICE - Commercial Electric Service Replacement		1	0	50.00	.00	50.00
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals						
		6	0	\$154.50	\$0.00	\$154.50
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL						
1% BBS - 1% BBS		6	0	3.00	.00	3.00
RES-ELEC REPAIR - Residential Electric Remodel/Repair		6	0	300.00	.00	300.00
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals						
		12	0	\$303.00	\$0.00	\$303.00
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL						
W-TAP ONLY 8" - WATER TAP 8"		1	0	385.00	.00	385.00
WAT CON OUT CL - WATER CONNECTION OUTSIDE CITY LIMITS		1	0	61.50	.00	61.50
WATER FEE - WATER FEE		1	0	25.00	.00	25.00
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals						
		3	0	\$471.50	\$0.00	\$471.50
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL						
EXCAVATION - EXCAVATION		4	0	80.00	.00	80.00
SEWER RES - SEWER RESIDENTIAL		2	0	50.00	.00	50.00
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						
		10	0	\$239.00	\$0.00	\$239.00
Permit Type EXISTING COMM-EXISTING COMMERCIAL						
3% BBS - 3% BBS		2	0	8.12	.00	8.12
COM-BUILD ADD - Commercial Building Addition		1	0	123.30	.00	123.30
COM-BUILD REPAIR - Commercial Building Repair/Remodel		1	0	147.20	.00	147.20
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		6	0	543.75	.00	543.75
PLAN REVIEW 4+ - Plan Review for 4 or More Reviews		2	0	250.00	.00	250.00
Permit Type EXISTING COMM-EXISTING COMMERCIAL Totals						
		12	0	\$1,072.37	\$0.00	\$1,072.37
Permit Type EXISTING RES-EXISTING RESIDENTIAL						
1% BBS - 1% BBS		5	0	2.68	.00	2.68
RES-BUILD ADD 1 - Residential Building Addition- Single Family		1	0	68.00	.00	68.00
RES-BUILD REPAIR - Residential Building Remodel/Repair		4	0	200.00	.00	200.00
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals						
		10	0	\$270.68	\$0.00	\$270.68

Permit Revenue Report

Payment Date Range 03/31/20 - 04/29/20

Summary Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type FIRE HOODS-FIRE HOODS						
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews	FIRE HOODS-FIRE HOODS	1	0	37.50	.00	37.50
	Totals	1	0	\$37.50	\$0.00	\$37.50
Permit Type FIRE SUPPRESSION-FIRE SUPPRESSION						
3% BBS - 3% BBS		1	0	3.11	.00	3.11
COM-SUPR SYS RPR - Commercial Suppression Systems Repair/Remodel		1	0	103.64	.00	103.64
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews		1	0	75.00	.00	75.00
	Totals	3	0	\$181.75	\$0.00	\$181.75
Permit Type HVAC RES-HVAC RESIDENTIAL						
1% BBS - 1% BBS		8	0	3.60	.00	3.60
RES-HVAC NEW - Residential HVAC New		1	0	100.00	.00	100.00
RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement		6	0	210.00	.00	210.00
RES-HVAC REPAIR - Residential HVAC Repair/Remodel		1	0	50.00	.00	50.00
	Totals	16	0	\$363.60	\$0.00	\$363.60
Permit Type PLUMB COMM-PLUMBING COMMERCIAL						
3% BBS - 3% BBS		3	0	4.50	.00	4.50
COM-PLUMB REPLAC - Commercial Plumbing Replacement		1	0	50.00	.00	50.00
CRES-PLUMB RPAIR - Commercial Residential Plumbing Repair/Remodel		2	0	100.00	.00	100.00
	Totals	6	0	\$154.50	\$0.00	\$154.50
Permit Type PLUMB RES-PLUMBING RESIDENTIAL						
1% BBS - 1% BBS		3	0	1.20	.00	1.20
RES-PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement		2	0	70.00	.00	70.00
RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel		1	0	50.00	.00	50.00
	Totals	6	0	\$121.20	\$0.00	\$121.20
Permit Type SIGN/AWNINGS-SIGN/AWNINGS						
COM-ZONING TSIGN - Commercial Zoning Temporary Signs		1	0	25.00	.00	25.00
	Totals	1	0	\$25.00	\$0.00	\$25.00
Permit Type SUBDIVISION-SUBDIVISION						
MIN SUB PLAT - MINOR SUBDIVISION PLAT		1	0	25.00	.00	25.00
	Totals	1	0	\$25.00	\$0.00	\$25.00
Permit Type ZONING-ZONING						
COM-ZONING ADD - Commercial Zoning Addition		1	0	106.99	.00	106.99
RES-ZONING - Residential Zoning Fence Pool Etc		3	0	75.00	.00	75.00
RES-ZONING ADD - Residential Zoning Addition		3	0	75.00	.00	75.00
	Totals	7	0	\$256.99	\$0.00	\$256.99
	Grand Totals	98	0	\$3,999.01	\$0.00	\$3,999.01

Permit Revenue Report

Payment Date Range 03/31/20 - 04/29/20

Detail Listing

Fee Code	Permit Type	Transaction Type	Transaction Date	Permit Number	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
BZA - BOARD OF ZONING APPEALS									
		Payment Monies Received	04/28/2020	BZ20-014	1	0	50.00	.00	50.00
					Issued To			Amount	
					RICHARD & SHANNON MCKEE			50.00	
								\$50.00	
Permit Type BZA-BOARD OF ZONING APPEALS Totals									
					1	0	\$50.00	\$0.00	\$50.00
MISC - MISCELLANEOUS									
		Payment Monies Received	04/20/2020	2020-00000003	1	0	72.42	.00	72.42
					Issued To			Amount	
					CARLA and Robert L GRUDOSKY			72.42	
								\$72.42	
Permit Type BZA-BOARD OF ZONING APPEALS Totals									
					1	0	72.42	.00	72.42
NUISANCE FINE - NUISANCE FINE									
		Payment Monies Received	04/20/2020	2020-00000004	2	0	200.00	.00	200.00
					Issued To			Amount	
					CARLA and Robert L GRUDOSKY			100.00	
					Jack Kohl Realty, LLC			100.00	
								\$200.00	
Permit Type CODE VIOLATION-CODE VIOLATION Totals									
					2	0	200.00	.00	200.00
3% BBS - 3% BBS									
		Payment Monies Received	04/06/2020	2020-00000282	3	0	\$272.42	\$0.00	\$272.42
					Issued To			Amount	
					TRI-COUNTY ELECTRIC SERVICE			1.50	
					TRI-COUNTY ELECTRIC SERVICE			1.50	
					CFE CONSTRUCTION			1.50	
								\$4.50	
Permit Type CODE VIOLATION-CODE VIOLATION Totals									
					3	0	\$272.42	\$0.00	\$272.42
COM-ELEC REPAIR - Commercial Electric Repair/Remodel									
		Payment Monies Received	04/06/2020	2020-00000296	2	0	100.00	.00	100.00
					Issued To			Amount	
					TRI-COUNTY ELECTRIC SERVICE			50.00	
					CFE CONSTRUCTION			50.00	
								\$100.00	
Permit Type COM-ELEC REPAIR - Commercial Electric Repair/Remodel Totals									
					2	0	100.00	.00	100.00
COM-ELEC SERVICE - Commercial Electric Service Replacement									
		Payment Monies Received	04/06/2020	2020-00000283	1	0	50.00	.00	50.00
					Issued To			Amount	
					TRI-COUNTY ELECTRIC SERVICE			50.00	
								\$50.00	
Permit Type COM-ELEC SERVICE - Commercial Electric Service Replacement Totals									
					1	0	50.00	.00	50.00
ELECTRICAL COMM-ELECTRICAL COMMERCIAL									
		Payment Monies Received	03/31/2020	2020-00000271	6	0	\$154.50	\$0.00	\$154.50
					Issued To			Amount	
					S R BOYLES LTD			.50	
					J C ELECTRIC			.50	
Permit Type ELECTRICAL COMM-ELECTRICAL COMMERCIAL Totals									
					6	0	\$154.50	\$0.00	\$154.50
ELECTRICAL RES-ELECTRICAL RESIDENTIAL									
		Payment Monies Received	04/02/2020	2020-00000272	6	0	3.00	.00	3.00
					Issued To			Amount	
					S R BOYLES LTD			.50	
					J C ELECTRIC			.50	
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals									
					6	0	3.00	.00	3.00

Permit Revenue Report

Payment Date Range 03/31/20 - 04/29/20

Detail Listing

Fee Code	Permit Type	Transaction Type	Permit Number	Transaction Date	Amount Billed	Adjustment Transactions	Adjustments	Net Billed
1% BBS - 1% BBS								
		Transaction Type	Permit Number	Transaction Date	Amount Billed	Adjustment Transactions	Adjustments	Net Billed
		Payment Monies Received	2020-00000289	04/13/2020	3.00	0	.00	3.00
		Payment Monies Received	2020-00000291	04/13/2020		Issued To	Amount	
		Payment Monies Received	2020-00000297	04/20/2020		J.W. DIDADO ELECTRIC LLC	.50	
		Payment Monies Received	2020-00000313	04/29/2020		KEARNEY ELECTRIC	.50	
						RICK'S ELECTRIC, INC.	.50	
						U S BANK NATIONAL ASSOCIATION	.50	
							\$3.00	
RES-ELEC REPAIR - Residential Electric Remodel/Repair								
		Transaction Type	Permit Number	Transaction Date	Amount Billed	Adjustment Transactions	Adjustments	Net Billed
		Payment Monies Received	2020-00000271	03/31/2020	300.00	0	.00	300.00
		Payment Monies Received	2020-00000272	04/02/2020		Issued To	Amount	
		Payment Monies Received	2020-00000289	04/13/2020		S R BOYLES LTD	50.00	
		Payment Monies Received	2020-00000291	04/13/2020		J C ELECTRIC	50.00	
		Payment Monies Received	2020-00000297	04/13/2020		J.W. DIDADO ELECTRIC LLC	50.00	
		Payment Monies Received	2020-00000297	04/20/2020		KEARNEY ELECTRIC	50.00	
		Payment Monies Received	2020-00000313	04/29/2020		RICK'S ELECTRIC, INC.	50.00	
						U S BANK NATIONAL ASSOCIATION	50.00	
							\$300.00	
Permit Type ELECTRICAL RES-ELECTRICAL RESIDENTIAL Totals								
					\$303.00	0	\$0.00	\$303.00
W-TAP ONLY 8" - WATER TAP 8"								
		Transaction Type	Permit Number	Transaction Date	Amount Billed	Adjustment Transactions	Adjustments	Net Billed
		Payment Monies Received	2020-00000042	04/17/2020	385.00	0	.00	385.00
						Issued To	Amount	
						BOB BENNETT CONSTRUCTION	385.00	
							\$385.00	
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals								
					385.00	0	.00	385.00
WAT CON OUT CL - WATER CONNECTION OUTSIDE CITY LIMITS								
		Transaction Type	Permit Number	Transaction Date	Amount Billed	Adjustment Transactions	Adjustments	Net Billed
		Payment Monies Received	2020-00000042	04/17/2020	61.50	0	.00	61.50
						Issued To	Amount	
						BOB BENNETT CONSTRUCTION	61.50	
							\$61.50	
Permit Type ENGINEERING RES-ELECTRICAL RESIDENTIAL Totals								
					61.50	0	.00	61.50
WATER FEE - WATER FEE								
		Transaction Type	Permit Number	Transaction Date	Amount Billed	Adjustment Transactions	Adjustments	Net Billed
		Payment Monies Received	2020-00000042	04/17/2020	25.00	0	.00	25.00
						Issued To	Amount	
						BOB BENNETT CONSTRUCTION	25.00	
							\$25.00	
Permit Type ENGINEERING COM-ENGINEERING COMMERCIAL Totals								
					25.00	0	\$0.00	\$25.00
EXCAVATION - EXCAVATION								
		Transaction Type	Permit Number	Transaction Date	Amount Billed	Adjustment Transactions	Adjustments	Net Billed
		Payment Monies Received	2020-00000035	04/06/2020	80.00	0	.00	80.00
		Payment Monies Received	2020-00000036	04/06/2020		Issued To	Amount	
		Payment Monies Received	2020-00000037	04/13/2020		PLUMBING 911, INC	20.00	
		Payment Monies Received	2020-00000030	04/28/2020		STEVEN E WARNER	20.00	
						WIESE PLUMBING & HEATING	20.00	
						A CRANO EXCAVATING COMPANY, INC	20.00	
							\$80.00	
Permit Type ENGINEERING RES-ENGINEERING RESIDENTIAL Totals								
					80.00	0	.00	80.00

Permit Revenue Report

Payment Date Range 03/31/20 - 04/29/20

Detail Listing

Fee Code	Permit Type	Transaction Type	Date	Permit Number	Issued To	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
ENGINEERING RES-ENGINEERING RESIDENTIAL										
SEWER RES - SEWER RESIDENTIAL		Transaction Type		Permit Number	Issued To	2	0	50.00	\$80.00	50.00
		Payment Monies Received	04/06/2020	2020-00000035	PLUMBING 911, INC				Amount	
		Payment Monies Received	04/28/2020	2020-00000030	A CRANO EXCAVATING COMPANY, INC				25.00	
									25.00	
									\$50.00	
WATER FEE - WATER FEE										
		Transaction Type		Permit Number	Issued To	3	0	75.00	.00	75.00
		Payment Monies Received	04/06/2020	2020-00000036	STEVEN E WARNER				Amount	
		Payment Monies Received	04/13/2020	2020-00000037	WIESE PLUMBING & HEATING				25.00	
		Payment Monies Received	04/28/2020	2020-00000030	A CRANO EXCAVATING COMPANY, INC				25.00	
									\$75.00	
WATER MISC PARTS - WATER MISC PARTS										
		Transaction Type		Permit Number	Issued To	1	0	34.00	.00	34.00
		Payment Monies Received	04/13/2020	2020-00000037	WIESE PLUMBING & HEATING				Amount	
									34.00	
									\$34.00	
ENGINEERING RES-ENGINEERING RESIDENTIAL Totals										
Permit Type	EXISTING COMM-EXISTING COMMERCIAL					10	0	\$239.00	\$0.00	\$239.00
3% BBS - 3% BBS										
ENGINEERING COMM-EXISTING COMMERCIAL										
		Transaction Type		Permit Number	Issued To	2	0	8.12	.00	8.12
		Payment Monies Received	04/02/2020	2019-00000375	LTS CONSTRUCTION LLC				Amount	
		Payment Monies Received	04/17/2020	2019-00000709	METIS CONSTRUCTION SERVICES				4.42	
									3.70	
									\$8.12	
Commercial Building Addition										
		Transaction Type		Permit Number	Issued To	1	0	123.30	.00	123.30
		Payment Monies Received	04/17/2020	2019-00000709	METIS CONSTRUCTION SERVICES				Amount	
									123.30	
									\$123.30	
Commercial Building Repair/Remodel										
		Transaction Type		Permit Number	Issued To	1	0	147.20	.00	147.20
		Payment Monies Received	04/02/2020	2019-00000375	LTS CONSTRUCTION LLC				Amount	
									147.20	
									\$147.20	
Plan Review for 3 or Less Reviews										
		Transaction Type		Permit Number	Issued To	6	0	543.75	.00	543.75
		Payment Monies Received	04/02/2020	2019-00000375	LTS CONSTRUCTION LLC				Amount	
		Payment Monies Received	04/02/2020	2019-00000375	LTS CONSTRUCTION LLC				37.50	
		Payment Monies Received	04/02/2020	2019-00000375	LTS CONSTRUCTION LLC				56.25	
		Payment Monies Received	04/17/2020	2019-00000709	METIS CONSTRUCTION SERVICES				112.50	
		Payment Monies Received	04/17/2020	2019-00000709	METIS CONSTRUCTION SERVICES				75.00	
									75.00	

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Detail Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type EXISTING COMM-EXISTING COMMERCIAL						
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/17/2020	Payment Monies Received	2019-00000709	METIS CONSTRUCTION SERVICES	543.75	187.50	543.75
					\$543.75	
PLAN REVIEW 4+ - Plan Review for 4 or More Reviews						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/17/2020	Payment Monies Received	2019-00000709	METIS CONSTRUCTION SERVICES	250.00	62.50	250.00
04/20/2020	Payment Monies Received	2019-00000789	BEAVER CONSTRUCTORS, INC.		187.50	
					\$250.00	
Permit Type EXISTING COMM-EXISTING COMMERCIAL Totals				\$1,072.37	\$0.00	\$1,072.37
1% BBS - 1% BBS						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/13/2020	Payment Monies Received	2020-00000288	OHIO RESTORATION SOLUTIONS	2.68	.50	2.68
04/15/2020	Payment Monies Received	2020-00000273	WILSON BELL PROPERTIES LLC		.50	
04/15/2020	Payment Monies Received	2020-00000280	IRONWOOD BUILDERS LLC		.68	
04/20/2020	Payment Monies Received	2019-00000826	BRADLEY J KNOUFF		.50	
04/28/2020	Payment Monies Received	2020-00000284	LUCIEN PRUSZYNSKI		.50	
					\$2.68	
Permit Type EXISTING RES-EXISTING RESIDENTIAL				68.00	.00	68.00
RES-BUILD ADD 1 - Residential Building Addition- Single Family						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/15/2020	Payment Monies Received	2020-00000280	IRONWOOD BUILDERS LLC	68.00	68.00	68.00
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals				\$270.68	\$0.00	\$270.68
RES-BUILD REPAIR - Residential Building Remodel/Repair						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/13/2020	Payment Monies Received	2020-00000288	OHIO RESTORATION SOLUTIONS	200.00	50.00	200.00
04/15/2020	Payment Monies Received	2020-00000273	WILSON BELL PROPERTIES LLC		50.00	
04/20/2020	Payment Monies Received	2019-00000826	BRADLEY J KNOUFF		50.00	
04/28/2020	Payment Monies Received	2020-00000284	LUCIEN PRUSZYNSKI		50.00	
					\$200.00	
Permit Type EXISTING RES-EXISTING RESIDENTIAL Totals				\$37.50	.00	\$37.50
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/01/2020	Payment Monies Received	2019-00000929	SILCO FIRE & SECURITY	37.50	37.50	37.50
					\$37.50	
Permit Type FIRE HOODS-FIRE HOODS Totals				\$37.50	\$0.00	\$37.50

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Detail Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type FIRE SUPPRESSION-FIRE SUPPRESSION						
3% BBS - 3% BBS						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/20/2020	Payment Monies Received	2020-00000125	ACME FIRE PROTECTION LLC	3.11	3.11	3.11
					3.11	
					\$3.11	
COM-SUPR SYS RPR - Commercial Suppression Systems Repair/Remodel						
Date	Transaction Type	Permit Number	Issued To	Amount		
04/20/2020	Payment Monies Received	2020-00000125	ACME FIRE PROTECTION LLC	103.64		103.64
					103.64	
					\$103.64	
PLAN REVIEW <=3 - Plan Review for 3 or Less Reviews						
Date	Transaction Type	Permit Number	Issued To	Amount		
04/20/2020	Payment Monies Received	2020-00000125	ACME FIRE PROTECTION LLC	75.00		75.00
					75.00	
					\$75.00	
Permit Type FIRE SUPPRESSION-FIRE SUPPRESSION Totals						
		3	0	\$181.75	\$0.00	\$181.75
Permit Type HVAC RES-HVAC RESIDENTIAL						
1% BBS - 1% BBS						
Date	Transaction Type	Permit Number	Issued To	Amount		
04/01/2020	Payment Monies Received	2020-00000275	BLIND & SONS	.35		.35
04/02/2020	Payment Monies Received	2020-00000276	HOHLER HEATING & COOLING	1.00		1.00
04/02/2020	Payment Monies Received	2020-00000277	GREER HEATING & AIR CONDITIONING	.35		.35
04/13/2020	Payment Monies Received	2020-00000290	EAST OHIO FURNACE CO INC	.35		.35
04/15/2020	Payment Monies Received	2020-00000293	APOLLO HEATING & COOLING	.50		.50
04/28/2020	Payment Monies Received	2020-00000303	GREER HEATING & AIR CONDITIONING	.35		.35
04/28/2020	Payment Monies Received	2020-00000304	GREER HEATING & AIR CONDITIONING	.35		.35
04/28/2020	Payment Monies Received	2020-00000305	GREER HEATING & AIR CONDITIONING	.35		.35
					\$3.60	
		8	0	3.60	.00	3.60
RES-HVAC NEW - Residential HVAC New						
Date	Transaction Type	Permit Number	Issued To	Amount		
04/02/2020	Payment Monies Received	2020-00000276	HOHLER HEATING & COOLING	100.00		100.00
					100.00	
					\$100.00	
RES-HVAC OWN RPL - Residential HVAC Owner Occupied Replacement						
Date	Transaction Type	Permit Number	Issued To	Amount		
04/01/2020	Payment Monies Received	2020-00000275	BLIND & SONS	35.00		35.00
04/02/2020	Payment Monies Received	2020-00000277	GREER HEATING & AIR CONDITIONING	35.00		35.00
04/13/2020	Payment Monies Received	2020-00000290	EAST OHIO FURNACE CO INC	35.00		35.00
04/15/2020	Payment Monies Received	2020-00000293	APOLLO HEATING & COOLING	35.00		35.00
04/28/2020	Payment Monies Received	2020-00000304	GREER HEATING & AIR CONDITIONING	35.00		35.00
04/28/2020	Payment Monies Received	2020-00000305	GREER HEATING & AIR CONDITIONING	35.00		35.00
		6	0	210.00	.00	210.00

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Payment Date Range 03/31/20 - 04/29/20

Detail Listing

Fee Code	Permit Type	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type HVAC RES-HVAC RESIDENTIAL							
RES-HVAC REPAIR - Residential HVAC Repair/Remodel			1	0	50.00	.00	50.00
Date	04/28/2020	Transaction Type	Permit Number	Issued To	Amount	Amount	
		Payment Monies Received	2020-00000303	GREER HEATING & AIR CONDITIONING	50.00	50.00	
					\$50.00		
Permit Type HVAC RES-HVAC RESIDENTIAL Totals							
			16	0	\$363.60	\$0.00	\$363.60
3% BBS - 3% BBS							
		Transaction Type	Permit Number	Issued To	Amount	Amount	
Date	04/20/2020	Payment Monies Received	2020-00000299	H JACK'S PLUMBING AND HEATING	1.50	1.50	
	04/20/2020	Payment Monies Received	2020-00000300	H JACK'S PLUMBING AND HEATING	1.50	1.50	
	04/27/2020	Payment Monies Received	2020-00000301	WIESE PLUMBING & HEATING	1.50	1.50	
					\$4.50		
Permit Type PLUMB COMM-PLUMBING COMMERCIAL							
		Transaction Type	Permit Number	Issued To	Amount	Amount	
Date	04/27/2020	Payment Monies Received	2020-00000301	WIESE PLUMBING & HEATING	50.00	50.00	
					\$50.00		
Permit Type PLUMB COMM-PLUMBING COMMERCIAL Totals							
			2	0	100.00	.00	100.00
Permit Type PLUMB COMM-PLUMBING COMMERCIAL							
		Transaction Type	Permit Number	Issued To	Amount	Amount	
Date	04/20/2020	Payment Monies Received	2020-00000299	H JACK'S PLUMBING AND HEATING	50.00	50.00	
	04/20/2020	Payment Monies Received	2020-00000300	H JACK'S PLUMBING AND HEATING	50.00	50.00	
					\$100.00		
Permit Type PLUMB COMM-PLUMBING COMMERCIAL Totals							
			6	0	\$154.50	\$0.00	\$154.50
Permit Type PLUMB RES-PLUMBING RESIDENTIAL							
		Transaction Type	Permit Number	Issued To	Amount	Amount	
Date	03/31/2020	Payment Monies Received	2020-00000270	HARNER PLUMBING INC	.50	.50	
	04/03/2020	Payment Monies Received	2020-00000278	DAVID A HYRE	.35	.35	
	04/20/2020	Payment Monies Received	2020-00000298	APPC PLUMBING SERVICES	.35	.35	
					\$1.20		
Permit Type PLUMB RES-PLUMBING RESIDENTIAL Totals							
			3	0	1.20	.00	1.20
Permit Type PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement							
		Transaction Type	Permit Number	Issued To	Amount	Amount	
Date	04/03/2020	Payment Monies Received	2020-00000278	DAVID A HYRE	35.00	35.00	
	04/20/2020	Payment Monies Received	2020-00000298	APPC PLUMBING SERVICES	35.00	35.00	
					\$70.00		
Permit Type PLUMB OWN RP - Residential Plumbing Owner Occupied Replacement Totals							
			2	0	70.00	.00	70.00

Permit Revenue Report

Payment Date Range 03/31/20 - 04/29/20

Detail Listing

Fee Code	Fee Type	Billing Transactions	Adjustment Transactions	Amount Billed	Adjustments	Net Billed
Permit Type PLUMB RES-PLUMBING RESIDENTIAL						
RES-PLUMB REPAIR - Residential Plumbing Repair/Remodel						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
03/31/2020	Payment Monies Received	2020-00000270	HARNER PLUMBING INC	50.00	50.00	50.00
Permit Type PLUMB RES-PLUMBING RESIDENTIAL Totals						
		6	0	\$121.20	\$0.00	\$121.20
Permit Type SIGN/AWNINGS-SIGN/AWNINGS						
COM-ZONING TSIGN - Commercial Zoning Temporary Signs						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/28/2020	Payment Monies Received	2020-00000306	LAWRENCE & KATHLEEN CONTI	25.00	25.00	25.00
Permit Type SIGN/AWNINGS-SIGN/AWNINGS Totals						
		1	0	\$25.00	\$0.00	\$25.00
Permit Type SUBDIVISION-SUBDIVISION						
MIN SUB PLAT - MINOR SUBDIVISION PLAT						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/13/2020	Payment Monies Received	2020-00000038	MICHAEL J KAUFMAN	25.00	25.00	25.00
Permit Type SUBDIVISION-SUBDIVISION Totals						
		1	0	\$25.00	\$0.00	\$25.00
Permit Type ZONING-ZONING						
COM-ZONING ADD - Commercial Zoning Addition						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/17/2020	Payment Monies Received	2019-00000710	METIS CONSTRUCTION SERVICES	106.99	106.99	106.99
Permit Type ZONING-ZONING Totals						
		1	0	\$106.99	\$0.00	\$106.99
RES-ZONING - Residential Zoning Fence Pool Etc						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/17/2020	Payment Monies Received	2020-00000294	WILLIAMS FENCE AND CONTRACTING LLC	25.00	25.00	25.00
04/20/2020	Payment Monies Received	2020-00000295	ERIC & TIFFANY YEHL	25.00	25.00	25.00
04/28/2020	Payment Monies Received	2020-00000312	R & T FENCE CO.	25.00	25.00	25.00
Permit Type ZONING-ZONING Totals						
		3	0	\$75.00	\$0.00	\$75.00
RES-ZONING ADD - Residential Zoning Addition						
Date	Transaction Type	Permit Number	Issued To	Amount	Amount	
04/15/2020	Payment Monies Received	2020-00000274	WILSON BELL PROPERTIES LLC	25.00	25.00	25.00
04/15/2020	Payment Monies Received	2020-00000281	IRONWOOD BUILDERS LLC	25.00	25.00	25.00
04/20/2020	Payment Monies Received	2019-00000827	BRADLEY J KNOUFF	25.00	25.00	25.00
Permit Type ZONING-ZONING Totals						
		3	0	\$75.00	\$0.00	\$75.00
Grand Totals						
		98	0	\$3,999.01	\$0.00	\$3,999.01

Case by Inspector Report

Date Type: Open Date

From Date: 03/31/2020 - To Date: 04/29/2020

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	Location
Inspector:	Paul Bauer							
BUILDING CODE	2020-00000233	Active	hw tank w/o permit	04/10/2020		20	Paul J. Bauer	1572 SUMMIT ST KENT, OH 44240
PROPERTY MAINTENANCE	2020-00000237	Active	paint exterior	04/14/2020		16	Marc Gross	534 ROCKWELL ST KENT, OH 44240
TRASH-DEBRIS	2020-00000241	Active	trash on tree lawn	04/17/2020		13	Paul J. Bauer	692 SILVER MEADOWS BLVD KENT, OH 44240
TRASH-DEBRIS	2020-00000242	Active	washing machine on tree lawn corner of Chelton and Irma	04/20/2020		10	Paul J. Bauer	525 IRMA ST KENT, OH 44240
ZONING	2020-00000247	Active	fence w/o permit	04/23/2020		7	Robert L. Nitzsche	1118 LOWER DR KENT, OH 44240
ZONING	2020-00000252	Active	Business selling tractors	04/27/2020		3	Citizen	1160 HUDSON RD KENT, OH 44240
TRASH-DEBRIS	2020-00000255	Active	litter, trash blown from parking lot	04/27/2020		3	John M. Kuhar	1800 RHODES RD KENT, OH 44240
PARKING IN YARD	2020-00000256	Active	boat in side yard	04/28/2020		2	Antonia Scacco	496 SUZANNE DR KENT, OH 44240
TRASH-DEBRIS	2020-00000257	Active	move out dump on	04/28/2020		2	Paul J. Bauer	601 CRAIN AVE KENT, OH 44240
VEGETATION	2020-00000259	Active	grass	04/28/2020		2	WebQA	651 RIVER BEND BLVD KENT, OH 44240
TRASH-DEBRIS	2020-00000262	Active	chair on tree lawn	04/28/2020		2	Paul J. Bauer	239 E COLLEGE AVE KENT, OH 44240
ZONING-ROOMING HOUSE	2020-00000263	Active	rooming house violation	04/29/2020		1	Jack E. Amrhein	653 ADA ST KENT, OH 44240
TRASH-DEBRIS	2020-00000264	Active	mattress, carpet roles, bike	04/29/2020		1	Paul J. Bauer	125 UNIVERSITY KENT, OH 44240
TRASH-DEBRIS	2020-00000267	Active	chair on tree lawn	04/28/2020		2	Paul J. Bauer	212 N WILLOW ST KENT, OH 44240

Case by Inspector Report

Date Type: Open Date

From Date: 03/31/2020 - To Date: 04/29/2020

Case Type	Case Number	Status/Priority	Description	Case Date	Resolution Date	Open Period In Days	Reported By	Location
TRASH-DEBRIS	2020-00000268	Active	large pile of trash and Taurus behind duplex	04/29/2020		1	caller	723 AKRON BLVD KENT, OH 44240
Paul Bauer Totals:								
		15 Case(s)						
Inspector:								
		Eric Helmstedter						
ZONING	2020-00000260	Active	Fence w/o permit	04/28/2020		2	Eric C. Helmstedter	114 FOREST DR KENT, OH 44240
Eric Helmstedter Totals:								
		1 Case(s)						
Grand Totals :								
		16 Case(s)						