



Special Council Meeting

The City Clerk has scheduled a Special Council meeting to re-affirm the legislation passed last month that contained errors in the documents.

Public Hearing

The City Clerk has scheduled a public hearing for the proposed 2018 CDBG Action Plan.

Committee of the Whole

1. Update the Pending List for 2018

The staff have reviewed the pending list items and we would like Committee time to review the status of those items and request Council's consideration to remove completed items where appropriate. (attachment)

Administrative Recommendation

Review the pending list items and authorize the modifications as presented.

Council Action

Authorize and amend the pending list as appropriate.

2. - 3. Citizen Appointment Process for Boards and Commissions and Standing Rules Update

At Council's request the staff have performed legal research on the possibility of performing criminal records checks on applicants for positions on City Boards and Commissions and staff is requesting Council Committee time to report the findings. In addition, the City Clerk has confirmed that discussions on prospective candidates can be held in Executive Session. The City Clerk also recommends updating the Standing Rules to reflect any changes proposed to the process used to fill vacancies on City Boards and Commissions. (attachment)

Administrative Recommendation

Receive the staff report and advise accordingly.

Council Action

Receive the staff report.

4. Consider Proposed Update to City Clerk Job Description

At Council's request the staff have scheduled Committee time for Council to consider proposed changes to the City Clerk job description and parliamentary status. (attachment)

Administrative Recommendation

Discuss and advise accordingly.

Council Action

Discuss and direct staff accordingly.



Vote



Committee of the Whole (continued)

5. Consider Proposed Changes to “Public Meetings Postings”

The City Clerk has requested Committee time to present Council with a proposed modification to City Code Section 107.02, “Public Meeting Postings.” (attachment)

Administrative Recommendation

I recommend Council’s support for the proposed text change as presented.

Council Action

Authorize the proposed text change for Public Meeting Postings.



Community Development Committee

6. Proposed Changes to Parking Permits in North End of Downtown

Tom Wilke and Jim Bowling have requested Committee time to present Council with a recommendation from the Parking Action Committee to eliminate the permit parking used in and around the Columbus Street municipal parking lot. This proposal represents the final component of the City’s comprehensive parking plan that was approved by Council as part of the downtown redevelopment. With the elimination of the permit parking, the permit spots would be re-posted for free, 2 hour parking. This should eliminate some customer confusion and expand the amount of free parking in downtown Kent. (attachment)

Administration Recommendation

The Parking Action Committee and the staff recommend Council’s support of this final component of the comprehensive downtown parking plan.

Council Action

Receive the staff report and authorize the elimination of permit parking in the north portions of downtown in and around the Columbus Street lot.



7. Receive an Update on Phase 1 of the Zoning Code Update Project

Bridget has requested Committee time to provide Council with an update on the status of the Zoning Code update project. She will review the selection process for the professional consultant firm and advise Council on the next steps for the project.

Administration Recommendation

Receive the staff report, no action is necessary.

Council Actions

Receive the staff report, no action is necessary.



Health & Safety Committee

8. City of Kent/City of Tallmadge Memorandum of Understanding

Chief Lee has been working with her Police colleagues in the City of Tallmadge to draft a Memorandum of Understanding (MOU) that would allow for the shared use of the City of Kent’s Police shooting range. Chief Lee reports that the draft MOU limits the times that Tallmadge officers can use the facility so as to not hinder Kent officers training and Tallmadge has agreed to pay \$300 a year for the rights to use the facility per the terms of the conditions outlined in the MOU. (attachment)

Administration Recommendation

The sharing of training resources to limit costs is an objective of all City services and given the productive partnerships that Kent Police have formed with neighboring cities, including Tallmadge, I recommend Council’s support of the proposed MOU.

Council Actions

Approve the proposed Memorandum of Understanding with the City of Tallmadge for the shared use of Kent’s training range as presented.



Streets, Sidewalk & Utilities Committee

9. Consideration of a Request for Water Line Tie-in



Jim Bowling is requesting Council's consideration of a request to tie-in City water service to a new restaurant, Raising Cane's, on SR59. This out parcel on the Campus Point property has previously been served by City Water and the City Engineering Division have determined that the water lines in-place are adequate to meet the needs of the new restaurant. (attachment)

Administration Recommendation

Adding water service outside the City requires Council authorization and I recommend Council's approval.

Council Actions

Authorize the water extension and tie-in for Raising Cane's as presented.

10. 2018 Main Street Event Street Closure Requests



Tom Wilke has requested Committee time for Council's consideration of the expansion of 3 Main Street Kent events in 2018 that require Council's approval for expanded street closures. The Art & Wine Festival, Oktoberfest, and the Wizardly World events have become so popular that Main Street would like Council's authorization to provide more areas for attendees to participate in the events. (attachment)

Administration Recommendation

The City's Traffic Safety Committee members have reviewed the street closure requests and given the size of the crowds that have been attending the events, the staff recommends Council's support for the expanded street closures. Kent's economic recovery has largely been a result of the popularity of these events and the new dollars they bring to our local business so I urge Council's support.

Council Actions

Approve the proposed expanded street closures requested by Main Street Kent for the 2018 Art & Wine Festival, Wizardly World and Oktoberfest events.

Finance Committee

11. 2018 Budget Appropriations Amendment



Dave Coffee has been working with the department heads to reconcile the approved 2018 budget line items and he has prepared the necessary appropriations amendments to reflect the changes needed to balance those line items. (attachment)

Administration Recommendation

I recommend Council's authorization of the appropriations amendments.

Council Actions

Approve the proposed 2018 appropriations amendments as presented.

Information Items

1. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of December 2017. Overall the City income tax collections are up 3.92% (\$554,338) from December 2016. Kent State University's collections thru the end of December are up 1.75% (\$88,427). (attachment)

2. Citizen Action Center Summary Report

Harrison Wicks has put together a year-end summary report for questions and requests submitted by residents through the online Citizen Action Center that I have included for your information. (attachment)