



## Health and Safety Committee

### 1. Erie and Depeyster Street Parking Recommendations

Bridget Susel, Gene Roberts and Chief Lee have requested Committee time to update the parking regulations for Erie Street and Depeyster Street around the downtown development project. The update amends the existing parking regulations, e.g., 2-hour limits, hours of restricted parking, 10-minute drop offs, etc., to reflect the new street configurations resulting from the downtown redevelopment. (attachment)

#### *Administrative Recommendation*

The proposed parking modifications are consistent with the overall downtown parking strategy and I recommend Council's support.

#### *Council Action*

**Authorize the proposed modifications to the parking regulations on Erie and Depeyster Streets.**

### 2. Dangerous Dog Ordinance Definition Update

Jim Silver has requested Committee time to seek Council's approval to modify the City's Ordinance regulating the ownership of dogs classified as dangerous within the City limits. The proposed changes would update the definition of dangerous dogs to conform to State law. (attachment)

#### *Administrative Recommendation*

I recommend Council's support.

#### *Council Action*

**Adopt the modified language as proposed for the definition of dangerous dogs.**

### 3. City-KSU Collaborative Party Registration Program Pilot

Chief Lee has requested Committee time to discuss a proposed pilot initiative between Kent City Police and Kent State University to implement a student party registration program. Similar programs have been instituted successfully in other university cities and the staff would like an opportunity to see if the program would be a benefit here in Kent. The Chief will outline the program details in Committee.

#### *Administrative Recommendation*

Based on the favorable results observed in other university cities I recommend Council's support for a pilot party registration program beginning in the Spring 2014 semester.

#### *Council Action*

**Authorize staff to proceed with a pilot party registration program as proposed.**



## Streets, Sidewalks & Utilities Committee

### 4. Downtown WiFi License Agreement with Kent State University

Jim Bowling has asked for Committee time to present a request from Kent State University to authorize the use of City street poles to locate the necessary equipment to extend WiFi services from the edge of campus, down the esplanade and around the exterior of the new KSU Hotel. The staff is asking for Council's authorization to allow KSU to hang the WiFi equipment on City poles at no cost to the University through a license agreement. (attachment)

#### *Administrative Recommendation*

The University is looking to offer free public access to the WiFi network along the esplanade and around the KSU Hotel, and we are exploring opportunities to extend that free WiFi network using that same equipment throughout the downtown, so I recommend Council's support.

#### *Council Action*

**Authorize the proposed new license agreement with Kent State University.**

### 5. ODOT Agreement for Weed Maintenance on State Route 261

Jim Bowling has asked for Committee time to present a request from the Ohio Department of Transportation to authorize ODOT to perform routine maintenance of weeds/brush along SR261 in the City in 2015. ODOT is fully funding the maintenance work but they require consent legislation authorizing the work from the City prior to beginning the work. (attachment)

#### *Administrative Recommendation*

I recommend Council's support for the project agreement with ODOT for the proposed right of way maintenance on SR261 in 2015.

#### *Council Action*

**Authorize the proposed project agreement legislation with ODOT as presented.**

### 6. Downtown Lunchtime Valet Parking Request

Bridget Susel has asked for Committee time to present a request from downtown restaurant owners to amend the recently passed dinner valet parking regulations to allow for lunchtime valet services within certain designated times and days of the week. Valet operations require designating 2 on street parking spots to run the service but the valet operators are thinking 10-12 cars may use valet so the service should have a net positive impact on parking availability. (attachment)

#### *Administrative Recommendation*

The staff and I have reviewed the request to test out limited lunchtime valet services to go along with the dinner valet services and again, on a trial basis, I recommend Council's support.

#### *Council Action*

**Authorize the proposed amended valet parking regulations as presented.**

### 7. Acceptance of Sanitary Sewer Easement, Lakes of Franklin Mills

Jen Barone has requested Committee time to seek Council's authorization to accept the sanitary sewer easement that serves 7 residential properties in the Lakes of Franklin Mills, Phase 5. (attachment)

#### *Administrative Recommendation*

I recommend Council's acceptance of the sanitary sewer easement.

#### *Council Action*

**Accept the sanitary sewer easement as proposed.**



## Land use Committee

### 8. City Landscape Guidelines



Jen Barone has requested Committee time to seek Council's authorization to adopt a new set of Zoning Code guidelines and standards for landscape elements in new subdivisions, parks, open space, and commercial sites requiring at least 5 or more parking spaces. Single and two family dwellings are exempt from the new requirements. (attachment)

#### *Administrative Recommendation*

The City's strategic goals include sustainability, environmental preservation and stewardship of natural resources; with those goals in mind I recommend Council's acceptance of the proposed landscape guidelines.

#### *Council Action*

**Adopt the landscape guidelines as presented.**

### 9. Neighborhood Sign License to Occupy Request



John Idone has requested Committee time to present a request from the residents in the Lakes of Franklin Mills to post a new neighborhood sign at the entrance of their neighborhood on City park right of way. Posting a sign on City property requires a License to Occupy from the City. (attachment)

#### *Administrative Recommendation*

The Kent Parks Board approved this request and staff have promoted increasing awareness and pride and neighborhoods, so I recommend Council's support for the License to Occupy.

#### *Council Action*

**Authorize a license to occupy for a new neighborhood sign as requested by the residents of the Lakes of Franklin Mills.**

## Finance Committee

### 8. Sale of City Surplus Property



Gene Roberts has requested Committee time to obtain Council's authorization to proceed with the sale of surplus City property. Gene has provided the list of items that he would like to submit to the on-line auction service for resale. (attachment)

#### *Administrative Recommendation*

I recommend Council's support for the sale of surplus City property.

#### *Council Action*

**Authorize the sale of surplus City property at auction.**

### 9. Main Street Kent Update and Report



Bridget Susel has requested Committee time for Main Street Kent to report progress on their annual program activities, events and finances.

#### *Administrative Recommendation*

Receive the report from Main Street Kent.

#### *Council Action*

**No action necessary.**



## Finance Committee (continued)

### 10. 2014 Capital Re-Appropriation Amendments

Dave Coffee has been working with the department heads to review the 2013 capital carry-over items that need to be re-appropriated for work planned in 2014. (attachment)

#### *Administration Recommendation*

I recommend Council's authorization of the appropriations amendment.

#### *Council Actions*

**Approve the appropriations amendment as presented.**

## Information Items

### 1. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for November and December 2013. In 2013 calls for fire service are down 29% (237 calls); fire mutual aid assistance is down 7 events in 2013; and EMS responses are down 1% (32 calls). (attachment)

### 2. Income Tax Report

Dave Coffee has provided a summary of income tax collections thru the end of December 2013. Overall the City income tax collections are up 2.77% (\$334,514) from December 2012. Kent State University's collections thru the end of December are up 3.75% (\$166,430). (attachment)

### 3. Traffic Engineering & Safety Report

Suzanne Stemnock has provided a copy of the summary notes from the December 17<sup>th</sup> Traffic Safety Committee meeting. Six items were discussed at the meeting: 1) Impact on the University's parking due to the Summit Street improvement project; 2) Summit Street median crossing locations for emergency vehicles; 3) Pine Street no parking restriction; 4) request for a traffic signal at Fairchild Avenue and Silver Meadows Boulevard; 5) parking ordinance amendments for E. Erie And S. Depeyster Streets; and 6) request for valet parking services. (attachment)

### 4. 2014 CDBG Grant Applications Schedule

Dan Morganti has provided an outline of the dates and meetings for the development and passage of the 2014 CDBG program grants application package. I have included the summary for your information. (attachment)

### 5. Citizen Action Center Summary Report

Suzanne Stemnock 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)

### 6. February Planning Commission Meeting

Bridget Susel has enclosed copies of the Planning Commission agenda and staff report for the February 5<sup>th</sup> Planning Commission meeting. There are 2 items up for consideration: 1) 1278 W. Main St., review and approval for a parking lot; and 2) 210 S. Depeyster St., park fee review. (attachment)

### 7. Architectural Review Board Meeting

Heather Phile from Community Development has provided a copy of the agenda for the Architectural Review Board meeting scheduled for February 4<sup>th</sup>. There are two items on the agenda: KM Properties, Quay Boulevard/1480 Fairchild Ave., review of new multi-tenant building; and window sign discussion. (attachment)