



**City of Kent**  
**Wednesday, January 5, 2022**  
**City Council Committee Meetings**  
**320 S. Depeyster Street, Kent, OH 44240**

**AGENDA**

**6:55 P.M. BOARD OF CONTROL**

**7:00 P.M. Council Committee Meetings**

1. Call to Order
2. Committee of the Whole
  - 2.1. Boards and Commission Interviews
  - 2.2. Organization of Council- 2022 Committee Assignments (Mayor Fiala)
  - 2.3. Clerk of Council Performance Review Process Revision (Mayor Fiala)
  - 2.4. Pending List Update (Dave Ruller)
3. Health and Public Safety
  - 3.1. Certification of the Petition for the Sensible Kent Ballot Initiative (Hope Jones)
  - 3.2. Food Truck Permit Process (Hope Jones)
4. Streets, Sidewalks & Utilities Committee
  - 4.1. East Main Street Project - Public Meeting Update (Jim Bowling)
  - 4.2. N. Water Street TES Parking Recommendation (Jim Bowling)
5. Finance Committee
  - 5.1. Franklin Fire Service Contract Update (Hope Jones, Chief Myers, Rhonda Hall)
6. Executive Session
  - 6.1. Board & Commission Appointments
  - 6.2. Employee Evaluations

## 7. Adjourn

### 7.1. Calendar and Pending List (Attached)

Any person who requires an auxiliary aid or service for effective communication or a modification of policies and procedures to participate in any City or City Council public meeting or event should contact the Clerk of Council at 330-676-7555 or [councilclerk@kent-ohio.org](mailto:councilclerk@kent-ohio.org). Any request for auxiliary aid or other accommodation should be made as soon as possible, but no later than forty-eight hours prior to the event.



## Boards and Commissions January 2022 Candidates

### **Design and Preservation Committee-** Three (3) Vacancies

|                   |               |
|-------------------|---------------|
| ❖ Kathleen Endres | New Applicant |
| ❖ Matthew McMinn  | New Applicant |
| ❖ Mark Wiseman    | Reappointment |
| ❖ Allan Orashan   | New Applicant |
| ❖ Doug Fuller     | New Applicant |

### **Vacancies Remain on the Following Boards and Commissions:**

- Board of Building Appeals (1)
- Civil Service (1)
- Fair Housing (1)
- Loan Review (1-Local Attorney)
- Planning Commission (1)
- Shade Tree Commission (2)
- Stormwater (2)

## **Kathleen L. Endres**

***Researcher, Writer, Author, Documentary Producer, Educator***  
**691 River Bend Blvd, Kent, Ohio 330-677-7161 [endres@uakron.edu](mailto:endres@uakron.edu)**

- ✓ Nationally Known Historian/Researcher/Writer on Magazines, Journalism History, Women's Studies
- ✓ Author or Editor of 6 books
- ✓ Author of more than 50 book chapters, 20 scholarly articles and 100 scholarly papers/presentations
- ✓ Award-winning Documentarian
- ✓ Award-winning New Media Expert
- ✓ Award-winning Teacher

### **Professional Experience:**

Current:

Owner, TwoProfs Productions.

Editor, **Portage Trail Review**, Summit County Historical Society.

Board Member, Summit County Historical Society.

Distinguished Professor emerita, School of Communication, The University of Akron, Ohio.

Taught: Documentary Research and Writing, Journalism History, News Writing, Feature Writing, Electronic Publishing

Awards: University's Outstanding Researcher, Teaching awards

Formerly: Washington, D.C. reporter and editor; business magazine editor; freelance writer for newspapers and magazines.

### **Education:**

PhD, American History, Kent State University, Kent, Ohio

M.A., Journalism, University of Maryland, College Park

B.A. (with honors), English, University of Maryland, College Park

Advanced Training in Digital Production

### **Documentaries:**

Researcher/Writer/Director/Producer, **BLIMP! Sports, Broadcasting and the Goodyear Airship**, Western Reserve Public Broadcasting, nominated for regional Emmy, National Academy of Television Arts and Sciences, (Great Lakes) (2017); Researcher/Writer/Director/Producer, **Rebels on Lake Erie: A Pirate, A Prison, A Plot**, distributed nationally to Public Broadcasting stations by American Public Television (2012), nominated regional Emmy, National Academy of Television Arts and Sciences (Great Lakes) (2012); Co-Researcher/Co-Writer/Co-Producer, **Final Edition: Journalism According to Jack and Jim Knight**, named best documentary produced in Ohio and winner of regional Emmy, National Academy of Television Arts and Sciences (Great Lakes) (2010)

Researcher/Writer/Fundraiser/Director/Producer, **The Rise and Fall of the YWCA of Summit County**, winner of national Telly Award (2007).

**Grants:**

Winner of state and local grants, including Ohio Arts Council, Ohio Humanities Council.



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## Thanks and a question

1 message

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**Kathleen L Endres** <endres@uakron.edu>  
To: Clerk of Council <councilclerk@kent-ohio.org>

Wed, Dec 15, 2021 at 1:17 PM

Amy,

Thanks for your response.

I just wanted to know if I might be able to submit some additional materials that might more fully outline my expertise for the Design and Preservation committee and my commitment to historic preservation.

First, I am a trained historian.

At the University of Maryland, I studied under Whitman Ridgeway, who developed many of the historical techniques associated with investigating the development and evolution of the Central Business District. As a graduate student, I was able to work with him on the early CBD of Baltimore.

My dissertation dealt with -- in part -- immigration settlement patterns in 19th century Cleveland and their effects on socio-economic opportunities for women.

My book on the women's organizations of Akron also dealt with -- in part -- the role of community settlement and the development of female leadership in social and religious organizations.

Second, I'm not afraid to get my hands dirty. I have salvaged historic artifacts and documents from homes, businesses and government buildings before they were demolished. I have used such materials in my own research and/or donated them to historical organizations.

I've filmed -- often in a hazmat suit -- inside long abandoned buildings to explore how these building affected the inhabitants and interviewed individuals who recalled life within those buildings.

Finally, I survived the restoration of a century home in Northern Portage County. In that restoration, I used period appropriate materials, some of which I salvaged from old buildings in the county.

I think I would bring a unique perspective to the Committee, for architecture and historic preservation needs to be understood within a broad social/historical context.

Kathleen Endres



## Online Form Submittal: Online Boards & Commissions Application

1 message

**noreply@civicplus.com** <noreply@civicplus.com>  
To: councilclerk@kent-ohio.org

Mon, Dec 13, 2021 at 3:21 PM

### Online Boards & Commissions Application

#### Note

|                                                                                                         |                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| First Name                                                                                              | Kathleen                                                                                                                          |
| Last Name                                                                                               | Endres                                                                                                                            |
| Address                                                                                                 | <a href="#">691 River Bend Blvd.</a>                                                                                              |
| City                                                                                                    | Kent                                                                                                                              |
| State                                                                                                   | Ohio                                                                                                                              |
| Zip Code                                                                                                | 44240                                                                                                                             |
| Home Phone Number                                                                                       | 330-677-7161                                                                                                                      |
| Cell Phone Number                                                                                       | 330 289-1901                                                                                                                      |
| Email Address                                                                                           | <a href="mailto:endres@uakron.edu">endres@uakron.edu</a>                                                                          |
| # of years you have lived in Kent                                                                       | 20 years                                                                                                                          |
| Education                                                                                               | PhD, American History, Kent State University<br>M.A., Journalism, University of Maryland<br>B.A., English, University of Maryland |
| Place of Employment                                                                                     | Retired, 2018, Distinguished Professor, School of Communication, The University of Akron.                                         |
| Political Party                                                                                         | Democrat                                                                                                                          |
| Are you a registered voter?                                                                             | Yes                                                                                                                               |
| Which boards, commissions and committees are you applying for:                                          | Design and Preservation Committee                                                                                                 |
| Please provide educational and professional background to assist Council in review of your application. | I am a trained historian, experienced in doing research in primary sources. I am also a trained journalist and documentarian.     |
| Why are you interested in                                                                               | I'd like to get involved in design and preservation projects                                                                      |

this appointment?

locally.

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Resume or other  
qualifications

[endres resume.doc](#)

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## Online Form Submittal: Online Boards & Commissions Application

1 message

**noreply@civicplus.com** <noreply@civicplus.com>  
To: councilclerk@kent-ohio.org

Wed, Dec 8, 2021 at 10:37 AM

### Online Boards & Commissions Application

#### Note

|                                                                                                         |                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| First Name                                                                                              | Matthew                                                                                                                                                                                                                                                          |
| Last Name                                                                                               | McMinn                                                                                                                                                                                                                                                           |
| Address                                                                                                 | 921 West Main Street                                                                                                                                                                                                                                             |
| City                                                                                                    | Kent                                                                                                                                                                                                                                                             |
| State                                                                                                   | OH                                                                                                                                                                                                                                                               |
| Zip Code                                                                                                | 44240                                                                                                                                                                                                                                                            |
| Home Phone Number                                                                                       | 3302211051                                                                                                                                                                                                                                                       |
| Cell Phone Number                                                                                       | <i>Field not completed.</i>                                                                                                                                                                                                                                      |
| Email Address                                                                                           | <a href="mailto:mcmindsc@aol.com">mcmindsc@aol.com</a>                                                                                                                                                                                                           |
| # of years you have lived in Kent                                                                       | 30                                                                                                                                                                                                                                                               |
| Education                                                                                               | Graduate of Theodore Roosevelt Highschool (1998)<br>Completed some coursework in Business and Accounting at University of Akron and Walsh Universities (no-degree)                                                                                               |
| Place of Employment                                                                                     | Furukawa Rock Drill (Lake St, Kent) - Product Support/Engineering<br>Dirty Skate Co. (N. Water St. Kent) - Owner                                                                                                                                                 |
| Political Party                                                                                         | Democratic Socialist                                                                                                                                                                                                                                             |
| Are you a registered voter?                                                                             | Yes                                                                                                                                                                                                                                                              |
| Which boards, commissions and committees are you applying for:                                          | Design and Preservation Committee                                                                                                                                                                                                                                |
| Please provide educational and professional background to assist Council in review of your application. | I have over 25 years of versatile experience that spans multiple industries. This has required me to develop strong analytical and technical skills. In my current role I need to utilize design competencies to generate creative solutions; translate concepts |

and information into images; Use feedback to modify design;  
Attention to detail

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Why are you interested in  
this appointment?

I am a passionate Kentite. I live here, I own property here, I  
work here, my kids go to school here, and I own a business  
downtown. I see a lot of things changing around town (for the  
better) and I would be honored to have a hand in both the  
future changes to come, and the preservation of it's history. I  
am also eager to protect what makes Kent special to me. I don't  
want to see the town lose it's quaint yet quirky vibe.

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Resume or other  
qualifications

*Field not completed.*

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## Online Form Submittal: Online Boards & Commissions Application

1 message

**noreply@civicplus.com** <noreply@civicplus.com>  
To: councilclerk@kent-ohio.org

Thu, Dec 16, 2021 at 4:54 PM

### Online Boards & Commissions Application

#### Note

|                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| First Name                                                                                              | Mark                                                                                                                                                                                                                                                                                                                                                                                                       |
| Last Name                                                                                               | Weisman                                                                                                                                                                                                                                                                                                                                                                                                    |
| Address                                                                                                 | 829 Bryce Rd                                                                                                                                                                                                                                                                                                                                                                                               |
| City                                                                                                    | Kent                                                                                                                                                                                                                                                                                                                                                                                                       |
| State                                                                                                   | OH                                                                                                                                                                                                                                                                                                                                                                                                         |
| Zip Code                                                                                                | 44240                                                                                                                                                                                                                                                                                                                                                                                                      |
| Home Phone Number                                                                                       | Field not completed.                                                                                                                                                                                                                                                                                                                                                                                       |
| Cell Phone Number                                                                                       | Field not completed.                                                                                                                                                                                                                                                                                                                                                                                       |
| Email Address                                                                                           | weismanjustice@gmail.com                                                                                                                                                                                                                                                                                                                                                                                   |
| # of years you have lived in Kent                                                                       | 8                                                                                                                                                                                                                                                                                                                                                                                                          |
| Education                                                                                               | BS, School of Journalism/MA Political Science, KSU; Law degree, Univ. of Akron                                                                                                                                                                                                                                                                                                                             |
| Place of Employment                                                                                     | Mark B. Weisman, Attorney at Law, Hudson, OH                                                                                                                                                                                                                                                                                                                                                               |
| Political Party                                                                                         | Democrat                                                                                                                                                                                                                                                                                                                                                                                                   |
| Are you a registered voter?                                                                             | Yes                                                                                                                                                                                                                                                                                                                                                                                                        |
| Which boards, commissions and committees are you applying for:                                          | Design and Preservation Committee, Park & Recreation Board                                                                                                                                                                                                                                                                                                                                                 |
| Please provide educational and professional background to assist Council in review of your application. | Practicing attorney for 34 years; Served on various municipal or township boards in prior hometowns; Currently enjoy serving on the Design and Preservation Committee; 8 years' employment experience in city and county governments; In private practice I have assisted clients in obtaining approvals of preservation projects from similar boards, giving me experience from that perspective as well. |

|                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Why are you interested in this appointment? | Design & Preservation: Historic preservation has always been a passion. Kent has many historically significant sites and features and much heritage worth preserving and honoring.<br>Parks & Rec: I am equally passionate about outdoor spaces, and personally visit several of Kent's parks regularly. I would like to help maintain and improve the park system and continue to explore funding a new recreation center to serve all the citizens. |
| Resume or other qualifications              | <i>Field not completed.</i>                                                                                                                                                                                                                                                                                                                                                                                                                           |

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## Online Form Submittal: Online Boards & Commissions Application

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: councilclerk@kent-ohio.org

Mon, Dec 27, 2021 at 4:35 PM

### Online Boards & Commissions Application

#### Note

|                                                                                                         |                                                                                                                                                                                                                                                      |
|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| First Name                                                                                              | Douglas                                                                                                                                                                                                                                              |
| Last Name                                                                                               | Fuller                                                                                                                                                                                                                                               |
| Address                                                                                                 | <a href="#">1431 River Edge Drive</a>                                                                                                                                                                                                                |
| City                                                                                                    | Kent                                                                                                                                                                                                                                                 |
| State                                                                                                   | OH                                                                                                                                                                                                                                                   |
| Zip Code                                                                                                | 44240                                                                                                                                                                                                                                                |
| Home Phone Number                                                                                       | <i>Field not completed.</i>                                                                                                                                                                                                                          |
| Cell Phone Number                                                                                       | 3308197755                                                                                                                                                                                                                                           |
| Email Address                                                                                           | <a href="mailto:dfuller161@gmail.com">dfuller161@gmail.com</a>                                                                                                                                                                                       |
| # of years you have lived in Kent                                                                       | 50 plus                                                                                                                                                                                                                                              |
| Education                                                                                               | Bachelors of Architecture Kent State University                                                                                                                                                                                                      |
| Place of Employment                                                                                     | Retired Architect                                                                                                                                                                                                                                    |
| Political Party                                                                                         | Register Democate                                                                                                                                                                                                                                    |
| Are you a registered voter?                                                                             | Yes                                                                                                                                                                                                                                                  |
| Which boards, commissions and committees are you applying for:                                          | Design and Preservation Committee                                                                                                                                                                                                                    |
| Please provide educational and professional background to assist Council in review of your application. | Bachelor of Architecture Kent State - 1973<br>Practiced Architecture in Kent from 1977 until Now.... Retired-Kind of.                                                                                                                                |
| Why are you interested in this appointment?                                                             | I have previously been on the ARB from the late 1990's until 2015. I have significant experience with with historic building adaptive reuse, preservation and the architectural review process and helps developed the original Design Guidelines. I |

look forward to using my architectural background to further good design in Kent.

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Resume or other  
qualifications

*Field not completed.*

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## Online Form Submittal: Online Boards & Commissions Application

1 message

noreply@civicplus.com <noreply@civicplus.com>  
To: councilclerk@kent-ohio.org

Tue, Dec 28, 2021 at 3:37 PM

### Online Boards & Commissions Application

#### Note

|                                                                                                         |                                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| First Name                                                                                              | Allan                                                                                                                                                                                                                                                                            |
| Last Name                                                                                               | Orashan                                                                                                                                                                                                                                                                          |
| Address                                                                                                 | <a href="#">531 South Depeyster Street</a>                                                                                                                                                                                                                                       |
| City                                                                                                    | Kent                                                                                                                                                                                                                                                                             |
| State                                                                                                   | Ohio                                                                                                                                                                                                                                                                             |
| Zip Code                                                                                                | 44240                                                                                                                                                                                                                                                                            |
| Home Phone Number                                                                                       | <i>Field not completed.</i>                                                                                                                                                                                                                                                      |
| Cell Phone Number                                                                                       | 330-957-1727                                                                                                                                                                                                                                                                     |
| Email Address                                                                                           | <a href="mailto:aorashan@aol.com">aorashan@aol.com</a>                                                                                                                                                                                                                           |
| # of years you have lived in Kent                                                                       | 45                                                                                                                                                                                                                                                                               |
| Education                                                                                               | BA Kent State University                                                                                                                                                                                                                                                         |
| Place of Employment                                                                                     | Self + Century 21 Wilbur Realty                                                                                                                                                                                                                                                  |
| Political Party                                                                                         | Independent                                                                                                                                                                                                                                                                      |
| Are you a registered voter?                                                                             | Yes                                                                                                                                                                                                                                                                              |
| Which boards, commissions and committees are you applying for:                                          | Design and Preservation Committee                                                                                                                                                                                                                                                |
| Please provide educational and professional background to assist Council in review of your application. | Have been interested in the history of buildings in Kent for many years. As a sign maker and commercial designer have worked on, designed and completed many projects for downtown buildings in Kent. Was a member of the Architectural Advisory/Review Board from 1982 to 2018. |
| Why are you interested in this appointment?                                                             | Interested to continue support for appropriate preservation of older and historic structures in the city                                                                                                                                                                         |

Resume or other  
qualifications

*Field not completed.*

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# COUNCIL MEMORANDUM

**To:** Dave Ruller, City Manager  
**From:** Amy Wilkens, Clerk of Council  
**Date:** January 5, 2022  
**Item:** 2.2. - Organization of Council- 2022 Committee Assignments (Mayor Fiala)

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**Summary:** Two items are up for discussion for the year 2022:

1. Committee Chair and Vice Chair Assignments- discussion and vote.
2. Consent Agenda- the Clerk of Council would like to discuss a small change to the agenda process that other communities use and find helpful.

**Prepared by:** Amy Wilkens, Clerk of Council

**Attachments:** 1. COMMITTEES- 2022  
2. Consent\_Agenda\_FAQ

**KENT CITY COUNCIL  
COMMITTEES/RESPONSIBILITIES  
2022**

***All Standing Committees of Council will include all members of Council, and the Mayor/President of Council will be an ex-officio member of all committees.***

**COMMUNITY DEVELOPMENT COMMITTEE**

Chair: **John Kuhar**  
Vice Chair: **Gwen Rosenberg**

Community Development Block Grants  
Comprehensive Plan  
Economic Development  
Environmental issues  
Neighborhood Revitalization  
PARTA- Public Transportation  
PMHA  
Solid Waste

**FINANCE COMMITTEE**

Chair: **Michael DeLeone**  
Vice Chair: **Tracy Wallach**

Appropriations  
Audit Response  
Board of Control  
Bonds/Notes  
Budget  
City Manager's Evaluation  
Claims  
Clerk of Council's Evaluation  
Council Staff Concerns  
Finance Reports  
Funding of Festivals  
Salaries  
Sale of Land  
Treasury Investment Board

**HEALTH & PUBLIC SAFETY COMMITTEE**

Chair: **Jack Amrhein**  
Vice Chair: **Roger Sidoti**

Animal Control  
Emergency Medical Services  
Festivals and Parades  
Fire  
Hazmat  
Health Services  
Housing Inspections & Regulations  
Parking Regulations  
Pest Control  
Police  
Sanitary Inspections & Regulations

**LAND USE COMMITTEE**

Chair: **Garret Ferrara**  
Vice-Chair: **Heidi Shaffer**

Annexation  
Building Code  
Land Use  
Thoroughfare Plan  
Township issues  
Zoning

**STREETS, SIDEWALKS & UTILITIES COMMITTEE**

Chair: **Roger Sidoti**  
Vice-Chair: **Tracy Wallach**

AMATS  
Annual Street and Sidewalk Programs  
Gas, Electric, Telephone, & Cable issues  
Leaf collection  
Maintenance  
Right-of-way acquisitions and vacations  
Sewer  
Sidewalks  
Snow Removal  
Storm Sewer - Drainage Issues  
Street Lighting  
Water

**CITY COUNCIL WORK SESSION**

Chair: **Mayor Fiala**  
Vice Chair: **Jack Amrhein**

Council Standing Rules  
City goals and objectives  
Appointment to boards and commissions

**President Pro-Tem:** **Jack Amrhein**  
**Board of Control:** **Michael DeLeone & Garret Ferrara**  
**Board of Health:** **Jack Amrhein**  
**City-KSU Liaison Committee:** **Mayor Fiala**  
**Parks & Recreation Board:** **Gwen Rosenberg**  
**Treasury Investment Board:** **Michael DeLeone**  
**Standing Rock Cemetery:** **Michael DeLeone**  
**(Appointed at Joint Franklin Twp Meeting April 2022)**

### **Q: What is a "Consent Agenda" and how will it make our meetings go faster?**

At every board meeting, at least a few items come to the agenda that do not need any discussion or debate either because they are routine procedures or are already unanimous consent. A consent agenda (Roberts Rules of Order calls it a consent calendar) allows the board to approve all these items together without discussion or individual motions. Depending upon the organization, this can free up anywhere from a few minutes to a half hour for more substantial discussion..

### **What belongs on the consent agenda?**

Typical consent agenda items are routine, procedural decisions, and decisions that are likely to be noncontroversial. Examples include:

- **Approval of the minutes;**
- Final approval of proposals or reports that the board has been dealing with for some time and all members are familiar with the implications;
- Routine matters such as appointments to committees;
- Staff appointments requiring board confirmation;
- Reports provided for information only;
- Correspondence requiring no action.

### **How are items on a consent agenda handled?**

A consent agenda can only work if the reports and other matters for the meeting agenda are known in advance and distributed with agenda package in sufficient time to be read by all members prior to the meeting. A typical procedure is as follows:

1. When preparing the meeting agenda, the president or chairperson determines whether an item belongs on the consent agenda.
2. The president prepares a numbered list of the consent items as part of, or as an attachment to the meeting agenda.
3. The list and supporting documents are included in the board's agenda package in sufficient time to be read by all members prior to the meeting.
4. At the beginning of the meeting, the chair asks members what items they wish to be removed from the consent agenda and discussed individually.
5. If any member requests that an item be removed from the consent agenda, it must be removed. Members may request that an item be removed for any reason. They may wish, for example, to discuss the item, to query the item, or to register a vote against the item.
6. Once it has been removed, the chair can decide whether to take up the matter immediately or place it on the regular meeting agenda.
7. When there are no more items to be removed, the chair or secretary reads out the numbers of the remaining consent items. Then the chair states: "If there is no objection, these items will be adopted." After pausing for any objections, the chair states "As there are no objections, these items are adopted." It is not necessary to ask for a show of hands.
8. When preparing the minutes, the Secretary includes the full text of the resolutions, reports or recommendations that were adopted as part of the consent agenda.

### **How to start using a consent agenda**

In order to start using a consent agenda, the board should first adopt a rule of order allowing for the consent agenda process. A sample rule is:

“A consent agenda may be presented by the president at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

It is important to make sure that all directors know what items belong on the agenda and how to move items to and from the consent agenda. For this reason, instruction on using the consent agenda should be part of the board orientation program.

### **CONSENT AGENDA EXAMPLE**

7:25 P.M. Board of Control

7:30 P.M. Regular Council Meeting

1. Roll Call
2. Opening Remarks and Pledge of Allegiance (
3. Consent Agenda
  - 3.1 Approval of Minutes
    - 3.1.1 Regular Council Meeting December 15, 2021
    - 3.1.2 Committee of the Whole January 5, 2022
    - 3.1.3 Health and Safety Committee Mtg January 5, 2022
    - 3.1.4 Streets and Sidewalks Committee Mtg. January 5, 2022
    - 3.1.5 Finance Committee Mtg January 5, 2022
4. Communications



## LAW MEMORANDUM

**To:** Dave Ruller, City Manager  
**From:** Hope Jones, Law Director  
**Date:** January 5, 2022  
**Item:** 3.1. - Certification of the Petition for the Sensible Kent Ballot Initiative (Hope Jones)

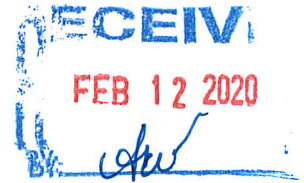
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**Summary:** I request Committee time on the Agenda dated January 5, 2022, to discuss the initiative petitions for the Sensible Kent Ballot Initiative. The petitions have been approved by the Board of Elections and our Charter requires Council to vote to either pass the suggested legislation or place the issue on the ballot at the next election. The initiative calls for any conviction of a misdemeanor violation of the City's ordinances regarding marijuana to have no fines or costs. I recommend that Council allow the voters to decide this issue.

**Prepared by:** Amy Wilkens, Clerk of Council

**Attachments:** 1. 02.12.20 Affidavit Sensible Marijuana Laws

**AFFIDAVIT OF PETITIONERS' COMMITTEE**



To the Clerk of Council of the city of Kent, Portage County, Ohio:

We, the undersigned qualified electors of the city of Kent, will constitute the petitioners' committee for the circulation of The Sensible Marihuana Ordinance, by initiative petition in accordance with the Charter of Kent. We will be responsible for circulating the petition and filling it in its proper form. Any number of qualified electors will be responsible for circulating the petition. The petitioners' committee will be responsible for filing it in its proper form.

The address to which all notices to the committee are to be sent is:  
1365 Sunset Way Blvd Kent, OH 44240

**Petitioners' Committee:**

Lauren McKown – 1365 Sunset Way Blvd Kent, OH 44240

A blue ink signature of Lauren McKown written over a horizontal line.

Michael Rodriguez – 535 N Main St Kent, OH 44240

A blue ink signature of Michael Rodriguez written over a horizontal line.

Renea McKown - 1365 Sunset Way Blvd Kent, OH 44240

A blue ink signature of Renea McKown written over a horizontal line.

Alexandria Akin – 535 N Water St Apt B Kent, OH 44240

A blue ink signature of Alexandria Akin written over a horizontal line.

Adrienne E Devault – 1658 Loblolly Ct Apt 326 Kent, OH 44240

A blue ink signature of Adrienne E Devault written over a horizontal line.

A full and correct copy of the title and text of said Ordinance is as follows:

## **THE SENSIBLE MARIHUANA ORDINANCE**

### **513.15 . MARIHUANA LAWS AND PENALTIES.**

(a) No person shall knowingly obtain, possess, or use marihuana or a compound, mixture, preparation, or substance containing marihuana other than hashish, whoever violates this section is guilty of possession of marihuana. The penalty for the offense shall be determined as follows:

(1) If the amount of the drug involved is less than two hundred grams, possession of marihuana is a minor misdemeanor drug abuse offense. Persons convicted of violating this section shall be fined \$0.00

(b) No person shall knowingly obtain, possess, or use hashish or a compound, mixture, preparation, or substance containing hashish, whoever violates this section is guilty of possession of hashish. The penalty for the offense shall be determined as follows:

(1) If the amount of the drug involved is less than ten grams of solid hashish or less than two grams of liquid hashish, possession of hashish is a minor misdemeanor drug abuse offense. Persons convicted of violating this section shall be fined \$0.00.

(c) No person shall knowingly cultivate or manufacture marihuana. The penalty for the offense shall be as follows:

(1) If the amount of the drug involved is less than two hundred grams, illegal cultivation of marihuana is a minor misdemeanor drug abuse offense. Persons convicted of violating this section shall be fined \$0.00.

(d) No person shall knowingly give or offer to make a gift of twenty grams or less of marihuana. The penalty for the offense shall be determined as follows:

(1) Whoever violates this section, anywhere inside city limits, is guilty of trafficking in marihuana, a minor misdemeanor drug abuse offense. Persons convicted of violating this section shall be fined \$0.00.

(e) No person shall possess, sell, manufacture or use marihuana or hashish paraphernalia. The penalty for the offense shall be as follows:

(1) Whoever violates this section shall be guilty of a minor misdemeanor drug abuse offense. Persons convicted of violating this section shall be fined \$0.00.

(f) All court costs shall be \$0.00 for violations of sections herein.

(g) Severability. The sections of this ordinance are severable. The invalidity of a section shall not affect the validity of the remaining sections. Invalid sections shall be revised to the minimum extent necessary to maintain validity and enforceability.

(h) Definitions

(1) "Marihuana" means all parts of a plant of the genus cannabis, whether growing or not; the seeds of a plant of that type; the resin extracted from a part of a plant of that type; and every compound, manufacture, salt, derivative, mixture, or preparation of a plant of that type or of its seeds or resin. "Marihuana" does not include the mature stalks of the plant, fiber produced from the stalks, oils or cake made from the seeds of the plant, or any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks, except the resin extracted from the mature stalks, fiber, oil or cake, or the sterilized seed of the plant that is incapable of germination; except that it does not include hashish.

(2) "Hashish" means the resin or a preparation of the resin contained in marihuana, whether in solid form or in a liquid concentrate, liquid extract, or liquid distillate form.



## LAW MEMORANDUM

**To:** Dave Ruller, City Manager  
**From:** Hope Jones, Law Director  
**Date:** January 5, 2022  
**Item:** 3.2. - Food Truck Permit Process (Hope Jones)

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**Summary:** Mr. Ruller,

I request Committee time on the January 5, 2022 Agenda to discuss the attached ordinance regarding the Food Truck Permitting Process. I have worked with your office, Fire, Health, Service and Community Development, to draft the ordinance for the health and safety of the community.

**Prepared by:** Hope Jones, Law Director

**Attachments:** 1. Kent new 082321

## **Chapter 744**

### **Mobile Food Unit Regulations**

#### **744.01 PURPOSE.**

(a) The City of Kent recognizes and supports the vitality and activity that is created by outdoor business activities within the City and the benefit that mobile food services bring to the City and local businesses.

(b) The purpose of establishing these regulations is to create a pleasant and vibrant environment for local businesses, visitors and residents, to provide an opportunity for limited mobile food services operations at City and/or business or industrial properties, to prevent the obstruction of pedestrian, bicycle and motor vehicle traffic, to ensure that adequate efforts are made to protect the health, safety and welfare of the public by requiring permits for mobile food units and to establish minimum requirements for the permitting operation of such units as defined by the Ohio Fire Code.

#### **744.02 DEFINITIONS.**

When used in this chapter, unless the context otherwise requires, the following terms shall have the following meanings:

- (a) Mobile Food Unit shall mean any apparatus or equipment that is used to cook, prepare or serve food, and that routinely changes or can change location and is operated from a moveable vehicle, apparatus or other portable structure, including but not limited to motorized vehicles, trailers, hand propelled carts and tents.
- (b) Limited Use Permit: Approval may be had by permit issued by the City Manager's Office made by the property owner and an approved Mobile Food Unit vendor. Limited Use Permits for Mobile Food Units shall limit permission to operate to 5 days each week at a business location. Applications for Limited Use Permits may be made for periods of two months at a time. Notwithstanding the provisions of this Chapter, Kent residents/businesses that have a one-time food truck at their home/business for a private party/catered event are not required to file for a permit and are exempt from this Ordinance. Home Owner Associations and Condominium Owner Associations using its' own private property for Mobile Food Units for the enjoyment of its members are likewise exempt from the provisions of this ordinance.

#### **744.03 SCOPE OF CHAPTER.**

The owner of a Mobile Food Unit, as defined by the Ohio Fire Code, may submit an application, signed by the property owner authorizing the use of the location, and obtain a Limited Use Permit from the City of Kent City Manager's Office prior to operating in the City of Kent. A Mobile Food Unit may not operate on property within the City unless it has passed a Fire Department and Health Department inspection and obtained a Limited Use Permit.

#### **744.04 MOBILE FOOD UNIT REQUIREMENTS.**

(a) Each Mobile Food Unit shall contact the Kent Fire and Health Departments to schedule an inspection. Inspections shall be conducted at a cost of fifty dollars (\$50.00) for both inspections which will be valid for one year. Applicants should apply for a permit not less than one week before operating. The City's Fire and Health Departments will approve or deny the application before the expiration of that week. If the permit is denied applicant may file an appeal pursuant to 745.05 of the Kent Codified Ordinances.

(b) The Chief or designee of the Kent Fire Department will schedule the inspection of the said Mobile Food Unit in conjunction with the Health Department, and conduct the inspection pursuant to the Ohio Fire Code, Ohio Health Code and the Kent Codified Ordinances.

(c) The application fee for a Limited Use Permit shall be \$50 for up to a two month permit to a maximum of \$300.00 per year as long as the permits are for the same location each time. All permits are valid for the dates and months issued.

(d) Mobile Food Units are required to maintain the following certifications: Board of Health approved license to sell food; documentation that the LP gas tank and piping system (where applicable) has been inspected and tested in accordance with all required standards within the last twelve (12) months; and proof of insurance. Additional required documentation may include other certifications or federal, state or local licensure depending on the type of operation being conducted. Documentation must be provided to the Fire Chief, Assistant Fire Chief or designee at time of inspection.

(e) During the inspection, the owner or responsible party shall be present to show, operate, explain and discuss the components of the Mobile Food Unit.

(f) Upon completion of the inspection, the owner or responsible party will be issued a fire safety inspection report detailing the findings of the inspection.

(g) A fire safety inspection report indicating Passing in all fields will be accompanied with an inspection permit which will indicate that the Mobile Food Unit has been permitted and inspected.

(h) A fire safety inspection report indicating Fire Code deficiencies will require the owner or responsible party to take specific action or actions to bring their Mobile Food Unit up to the specified standards required by the Ohio Fire Code and the Kent Codified Ordinances. Upon completion of the actions or repairs to the Mobile Food Unit, the owner or responsible party can then schedule a re-inspection with the Fire Chief or designee to show compliance with the original inspection report deficiencies. A re-inspection will require the payment of the full fee as was required for the first inspection.

(i) Upon successful reinspection, the Mobile Food Unit will be issued a record of inspection to indicate compliance of the Mobile Food Unit.

(j) On-site inspections may be performed by authorized Health and Fire Department officials/members at their discretion any time the Mobile Food Unit is operating in Kent's jurisdictional boundaries.

(k) The City reserves the right at all times to require a Mobile Food Unit to relocate to alternate location or cease to operate as determined by the enforcement official if the approved location needs to be used for emergency purposes or other public benefit or if in the opinion of the enforcement officer the Mobile Food Unit presents a safety hazard to the public.

(l) Mobile Food Units shall adhere to all applicable parking regulations for commercial vehicles.

(m) Mobile Food Units shall display the Permit prominently during all times of operation.

#### **744.05 OPERATION OF MOBILE FOOD UNITS**

(a) Operation Without Limited Use Permit. No Mobile Food Unit shall be operated without a valid Mobile Food Unit Limited Use Permit issued pursuant to this Chapter.

(b) Unattended Vehicles Prohibited. No Mobile Food Vehicle shall be parked on the street overnight, or left unattended or unsecured at any time food is kept in the Mobile Food Unit. The owner or operator of any Mobile Food Unit found to be in violation of this subsection may be charged with a violation of this chapter.

(c) A Mobile Food Unit may be located within any zoning district except Residential Districts. A Mobile Food Unit found at an unauthorized location, or beyond the dates, times, or hours permitted, shall be in violation of this section and may be subject to enforcement under Section 744.99.

(d) Any property owner that permits a Mobile Food Unit to operate or park on the property without permit shall be in violation of this section and to enforcement under Section 744.99.

(e) Mobile Food Units are prohibited from selling alcoholic beverages.

(f) Mobile Food Units may not operate within 25 feet of a residential property line.

(g) Mobile Food Units may operate or park for not longer than 8 hours at any given time.

(h) Mobile Food Unit operators shall notify the Fire Department Fire Inspector's Office any time the location of the Mobile Food Unit is changed.

(i) Mobile Food Units may not operate, stop, stand or park in any area that impedes the use of the right-of-way that is intended for use by vehicular travel or that in any way impedes the use of the right-of-way or that present an unsafe condition for any patron, pedestrians, or other vehicles EXCEPT during City authorized Special Events.

(j) Amplified music or other sounds from any Mobile Food Unit may not at any time unreasonably disturb nearby residents, businesses, pedestrians or vehicles.

(k) Mobile Food Unit operators are responsible for all debris and oil stains within 12 feet of the Mobile Food Unit through their own trash disposal contract. Mobile Food Unit operators shall not use City trash receptacles. Wastewater shall not be deposited in City sewers or poured out at the site.

#### **774. NON-COMPETE**

No Mobile Food Unit shall set up operations within fifty (50) feet of an existing entrance of a business that sells food.

#### **744.0 CITY AUTHORIZED SPECIAL EVENTS**

Special Event sponsors who have been authorized by the City to use the City's right-of way for such Special Event shall ensure that all vendors invited to the Special Event have complied with the provisions of this Chapter. Any use of City Parks shall be authorized by the Parks and Recreation Director prior to the Mobile Food Unit operator applying for a permit.

#### **744. EXEMPTIONS**

The following persons shall be exempt from the licensing procedures outlined in this Chapter:

(a) Any person soliciting or peddling anything which such person has personally manufactured or produced.

(b) Any farmer, poultry man or horticulturist, who is a person, who is soliciting or peddling his own product, but who has not bought goods for resale to sell along with his own product.

(c) Any person, eighteen (18) or over soliciting for personal services to be performed by the person so soliciting.

(d) The provisions of this chapter shall not apply to the peddling or soliciting of ice, milk, cream, ice cream, butter, eggs, cottage cheese or any dairy products.

(e) A lemonade stand on the premises of a private home and operated by children under the age of 12.

(f) Kent residents that have a one-time food truck at their home for a private party/catered event.

#### **744.0 ENFORCEMENT.**

(a) Enforcement. The provisions of this chapter may be enforced by the Kent Police Department, Fire Department, or Health Department.

#### **744.0 SEVERABILITY.**

Should any provision of this chapter be held invalid by a court of competent jurisdiction, then such provision shall be considered separate and apart from the remaining provisions, which shall remain in full force and effect.

#### **744.99 PENALTY.**

(a) Any first violation of any provision of the chapter (unless otherwise specified), is a minor misdemeanor. A second and additional violation of a provision of this chapter within a two (2) year period in a misdemeanor of the third degree.

(b) Any person found vending without a license will be asked to cease said behavior. Failure to cease vending after a request to do so by a City official is a misdemeanor of the third degree.

CITY OF KENT  
DEPARTMENT OF PUBLIC SERVICE  
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller  
Amy Wilkens

FROM: Jim Bowling *JSB*

DATE: December 21, 2021

RE: East Main Street Area Improvements – Public Meeting Update

The Service Department is requesting time to update City Council on the comments received from the public meetings held in September, 2021 for the East Main Street Area Improvements Project. Two public meetings were held, one in the Kent State University Student Center and the other at the United Methodist Church. The meetings were advertised through a variety of methods, including, legal and paid advertisements, postcards sent to adjacent properties, City web site and sign, radio messages and a variety of social media networks. The meetings were well attended with a total of 49 community members attending the meetings. During the meetings the public was encouraged to ask questions and provide comments. The presentations, including question and answers were live-streamed and are available on the City's website to view.

A total of fourteen (14) comments were submitted. The majority of comments were positive and several of the suggestions will be included in the final project. That being said, as with any project involving significant changes there were concerns presented. Including concerns against the use of roundabouts, the tree lined boulevard and cross walks for pedestrians.

A summary of the comments and their responses are attached.

C: Melanie Baker  
Jon Giaquinto  
Patti Long



**East Main Street Improvements  
From Willow Street to Horning Road  
Kent, Ohio  
(PID 112026)  
Public Comment Responses**



| Comments      |                                                                                                                                                                                                                                                                                                                           | Responses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Comment Subject     |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Respondent #1 | Opposed to Roundabouts                                                                                                                                                                                                                                                                                                    | Roundabouts are not always the solution and from the beginning, multiple options were considered. With a boulevard, it is necessary to provide some method for U-turns. Multiple options were considered including traffic signals and Loons/Michigan Lefts. A comprehensive Alternative Matrix was developed and utilized by the Citizens Advisory Committee (CAC) and other stakeholders to evaluate these options. In the end, roundabouts were overwhelmingly shown to be the preferred alternative based on numerous criteria. In addition, a similar layout of roundabouts was constructed on Summit Street and current speed and safety data has proven those to be successful.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Roundabouts         |
|               | Believes it will hurt the neighborhoods                                                                                                                                                                                                                                                                                   | We understand your concern and will continue to work with the neighborhood residents as part of the Citizens' Advisory Committee (CAC) throughout the design process to ensure that the project goal to enhance adjacent neighborhoods is taken into consideration with each step of the project. We know there are various similar concerns from other residents in the neighborhoods adjacent to this area. While we'd like to address all of the neighborhood concerns, we are working to do as much as possible to enhance the neighborhoods within the project area and funding limits. The improvements along East Main and at the neighborhood entrances is intended to reduce the amount of cut-through traffic in the neighborhoods by A) Reducing congestion and improving safety on East Main so that traffic will stay on East Main, rather than cutting through neighborhoods; and B) Providing neighborhood entrances that deter people from cutting through, similar to the entrance to the Crain Ave. Neighborhood at Water Street. Through subsequent traffic counts, that entrance was shown to significantly reduce cut-through traffic at that time. | Neighborhoods       |
|               | Doesn't see how people will be able to get across town during construction                                                                                                                                                                                                                                                | We know that this is a heavily traveled corridor and as we move into design, we will be developing detailed plans for maintaining vehicular and pedestrian traffic along East Main Street during construction. Information on how to get across town during construction will be widely shared / readily available for the public during each construction phase.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Construction Access |
| Respondent #2 | The project is brilliant: engaged the university, the residents and attracted interested parties to all meetings. The project team listened carefully to the input from those around the table. The resulting attention to detail shows their dedication to the project, the university, the residents and the community. | Thank you for this comment. The team will continue to engage the community, university and other interested parties throughout the design process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Community Input     |



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| Comments      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Responses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Comment Subject              |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Respondent #3 | Given that we are the Tree City, we can make it a source of pride to plant only Ohio native trees, shrubs and flowers. This would boost bird, bat, and pollinator populations, and can be marked with a placard. If cost is an issue, we could apply for grants and/or accept donations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Thank you for these comments. We agree that Ohio native trees, shrubs and flowers would be preferable. As we move into design, we will certainly take this into consideration along with future maintenance of this landscaping.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Landscaping / Aesthetics     |
|               | Installation of art in the center of each of the roundabouts could also boost pride in the city and add to the beauty of the area. The City of Kent could host a competition with set parameters of art installations (height, width, materials) and a committee or the City could cast a winning vote.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | We will take this idea into consideration as we continue to engage the community, university and other interested parties throughout the design process, including determination of landscaping or art within the roundabouts.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Landscaping / Aesthetics     |
|               | Although I completely support the approaches the city engineers are proposing, there is a general hands-off approach to dealing with the University Heights neighborhood. The engineers and consultants have made it clear their goal is to "enhance neighborhoods" through greater access and gateway structures at intersections with East Main. However, there is currently no plan in place to: a) quantify changes in traffic density and/or speed before-and-after the roundabout assembly on streets in University Heights, and b) address how to keep pedestrians safe on streets that lack sidewalks. Instead, the engineers seem to be taking a wait-and-see approach. As a resident of University Heights, my hope is that the engineers can seek a more proactive approach instead of waiting for residents to offer a critical mass of complaints regarding traffic issues, and more tragically, pedestrian crashes and/or fatalities. | <p>We will quantify changes to traffic volumes in the area of the project after construction. Evaluating impacts to traffic volumes and safety after significant changes to the road network is a standard practice in Kent. These evaluations are essential for us to gain an understanding of drivers response to significant changes in the roadways. Examples of recent project evaluations that have shaped this improvement are:</p> <ul style="list-style-type: none"> <li>- The Fairchild Avenue Bridge project evaluation showed a 50% reduction of traffic volumes into the neighborhood served by Crain Avenue with the volume control traffic calming practices incorporated.</li> <li>- The North Water Street project evaluation showed a 15% reduction in vehicular speeds along the corridor.</li> <li>- The Summit Street project evaluation showed a 59% reduction in crash rate with over 3 years of data post construction.</li> </ul> <p>We understand your concern and will continue to work with the neighborhood residents as part of the Citizens' Advisory Committee (CAC) throughout the design process to ensure that the project goal to enhance adjacent neighborhoods is taken into consideration with each step of the project. We know there are various similar concerns from other residents in the neighborhoods adjacent to this area. While we'd like to address all of the neighborhood concerns, we are working to do as much as possible to enhance the neighborhoods within the project area and funding limits. The improvements along East Main and at the neighborhood entrances is intended to reduce the amount of cut through traffic in the neighborhoods by A) Reducing congestion and improving safety on East Main so that traffic will stay on East Main, rather than cutting through neighborhoods; and B) Providing neighborhood entrances that deter people from cutting through, similar to the entrance to the Crain Ave. Neighborhood at Water Street. Through subsequent traffic counts, that entrance was shown to significantly reduce cut-through traffic at that time.</p> | Neighborhoods                |
|               | The Elmwood-Crain Avenue intersection is consistently dangerous as folks don't stop at the stop signs. This is a serious and ongoing issue, and is more stressful than the intersection of Summit and Franklin.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | With the new neighborhood gateway treatment that will be constructed at the Elmwood-Crain intersection, we are hopeful this will assist in stopping at the stop signs and reducing speeds.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Neighborhoods                |
|               | People drive like bats out-of-hell on Franklin Avenue. This street requires a greater number of speed limit signs, and a greater presence by traffic police. Can the engineers of the City of Kent offer their civil engineering perspective to also contribute a potential solution to this problem?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Franklin Ave. is outside of the East Main project area but this issue will be considered by the City in the future.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Areas Outside Project Limits |



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| Comments      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Responses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Comment Subject              |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Respondent #4 | I just don't see the need - especially at this cost. The Horning Road roundabout definitely is a waste. Tying together bike paths, better aesthetics, and the delays caused by the construction don't outweigh the costs. Is this COVID money we have to spend or lose it? If citizens were asked where they'd like to see this money spent, I think roundabouts would be towards the bottom. How about repairing our potholed roads or fix intersections where there are obvious problems, i.e. Crain Ave. & Rte. 43, or S. Water & 59. But it looks like there is no voice of the populace here. We are destined to suffer from the suspect judgment of our engineering dept. and backed by a city council, who for the most part, are clueless. | <p>Thank you for your comments. The need for this project begins with safety. At the project's inception, this corridor was listed as the worst crash corridor in the Akron Metropolitan Area (Summit, Portage, and portions of Wayne County), and continues to be one of the highest, including three intersections on the AMATS Intersection Crash List and over 12% of all crashes Citywide. This also includes 8 pedestrian crashes, which is over 15% of all pedestrian crashes citywide. This is due to many factors, including the numerous left turns along the corridor and volume of pedestrians. The construction of a tree-lined boulevard will limit left turns, improve pedestrian safety crossing the street and, along with narrowed lanes, will encourage traffic to reduce speeds. These are proven solutions that have been effective in numerous other locations to reduce both vehicular and pedestrian/cyclist crashes.</p> <p>The planning for this project over the last 2.5 years has not occurred in a vacuum but instead has included approximately 50 people from the community as part of a Citizens' Advisory Committee (CAC), which is open to anyone. Through numerous meetings, the CAC worked with the City, KSU, PARTA, ODOT, business owners, and others to carefully evaluate the project goals and to develop the current plan alternative.</p> <p>Regarding the intersection concerns, we agree that roundabouts are not always the solution and from the beginning, multiple options were considered. With a boulevard, it is necessary to provide some method for U-turns. Multiple options were considered including traffic signals and Loons/Michigan Lefts. A comprehensive Alternative Matrix was developed and utilized by the CAC and other stakeholders to evaluate these options. In the end, roundabouts were overwhelmingly shown to be the preferred alternative based on numerous criteria. In addition, a similar layout of roundabouts was constructed on Summit Street and current speed and safety data has proven those to be successful.</p> | Roundabouts                  |
|               | I can turn left (East) out of Fairview now and will miss being able to do that.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | We understand your concern. We know that the safety benefit that the boulevard median offers does affect the convenience of being able to turn left out of some of the neighborhood streets. We considered this carefully, with input from the neighborhood residents that are a part of the Citizens Advisory Committee (CAC), and have tried to offer some close options for being able to turn left. There will be a U-Turn phase at Luther, so that you don't have to travel all the way to the western roundabout to make that left. Or you will be able to travel north on Fairview to Woodhill and over to Overlook where you can go through the roundabout to head east on Main.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Access                       |
| Respondent #5 | It may help traffic, but hopefully way better than the Fairchild-Crain Ave. bridge traffic issue being "solved," which is not solved at all.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Thank you for your concerns.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Areas Outside Project Limits |
|               | I can see combining Terrace Dr. and Horning, but there is absolutely NO need for a roundabout there. Roundabouts are not a good idea when they have two lanes; one to exit / one to keep going - i.e. the one on Summit by the Wellness Center.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Roundabouts are not always the solution and from the beginning, multiple options were considered. With a boulevard, it is necessary to provide some method for U-turns. Multiple options were considered including traffic signals and Loons/Michigan Lefts. A comprehensive Alternative Matrix was developed and utilized by the CAC and other stakeholders to evaluate these options. In the end, roundabouts were overwhelmingly shown to be the preferred alternative based on numerous criteria. In addition, a similar layout of roundabouts, including a multilane roundabout, was constructed on Summit Street and current speed and safety data has proven those to be successful.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Roundabouts                  |
|               | My thinking is ROAD REPAIR/RESURFACING is top priority since you have money to throw.<br>If people are not following rules, why make it easy for them? = Bad Parenting 101.<br>I like to AVOID main drags at certain times of the day. Don't make that less than comfortable.<br>Why can't the citizens of Kent decide how to spend our money? A vote would be the most fair way to do things.<br>People don't show up for your meetings because our opinions don't matter. Your minds are already made up.                                                                                                                                                                                                                                        | <p>Thank you for your comments. The need for this project begins with safety. At the project's inception, this corridor was listed as the worst crash corridor in the Akron Metropolitan Area (Summit, Portage, and portions of Wayne County), and continues to be one of the highest, including three intersections on the AMATS Intersection Crash List and over 12% of all crashes Citywide. This also includes 8 pedestrian crashes, which is over 15% of all pedestrian crashes citywide. This is due to many factors, including the numerous left turns along the corridor and volume of pedestrians. The construction of a tree-lined boulevard will limit left turns, improve pedestrian safety crossing the street and, along with narrowed lanes, will encourage traffic to reduce speeds. These are proven solutions that have been effective in numerous other locations to reduce both vehicular and pedestrian/cyclist crashes.</p> <p>The planning for this project over the last 2.5 years has not occurred in a vacuum but instead has included approximately 50 people from the community as part of a Citizens' Advisory Committee (CAC), which is open to anyone. Through numerous meetings, the CAC worked with the City, KSU, PARTA, ODOT, business owners, and others to carefully evaluate the project goals and to develop the current plan alternative.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Purpose & Need               |
|               | Whoever had the crazy idea that jutting out curbs on N. Water was a good idea, ought to look for a shelf stacking job or other no brainers job. I can hardly wait to see the # of broken down cars trying to gauge where the curbs are when the snow covers them. SMH!!                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | This area is outside of the East Main Project limits. The improvements on North Water Street have reduced traffic speeds by 15% and improved pedestrian facilities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Areas Outside Project Limits |



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(PID 112026)  
Public Comment Responses**



|                         | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Responses                                                                                                                                                                                                                                                                                                                                                                      | Comment Subject              |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Respondent #6 Continued | Where a good spot for a roundabout would be is at the Haymaker/Rt. 43 intersection. Why wasn't that on your plan?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | This area is outside of the East Main Project limits.                                                                                                                                                                                                                                                                                                                          | Areas Outside Project Limits |
|                         | Pedestrians need to pay attention. I learned that in Kindergarten. Those crosswalks are a safety hazard. Cars on the road are a priority, not walkers! Those things cause the pedestrians to think they have the right of way without a second thought of looking to see if cars are coming. These are NOT parking lots! Don't try to make cars do 20 mph or less just so people can randomly cross a main drag! All those signs in the middle of the roads makes it hard to get through. Just because you slow down traffic doesn't mean there will be less of it. Are there any roads where we can drive without fear of hitting something or someone? Ice rink?!? Seriously. | The Kent Community desires a more walkable community. In the 2004 City of Kent Bicentennial Plan that was developed through a series of 45 community meetings, it states "Kent residents arrived at a list of aspirational goals that reflect the values of the Kent community." Two of these goals include "Promote traffic management" and "Improve pedestrian orientation." | Multi-Modal                  |
| Respondent #7           | Was impressed that residents in the neighborhood were involved in many planning meetings. I am very happy that sidewalks will be moved back from the roadway and will be level. Eliminating the many left turns is a plus. The cooperation with KSU was also a big plus. I hope I am still around to see the finished project!                                                                                                                                                                                                                                                                                                                                                  | Thank you for this comment. The team will continue to engage the community, university and other interested parties throughout the design process.                                                                                                                                                                                                                             | Community Input              |
| Respondent #8           | Great job! Great concise presentation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Thank you for this comment. The team will continue to engage the community, university and other interested parties throughout the design process.                                                                                                                                                                                                                             | Community Input              |
|                         | Just wanted to tell you that my neighbor who was sitting next to me at yesterday's meeting thought that you were a very good speaker and your presentation was very clear and concise.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Thank you for this comment. The team will continue to engage the community, university and other interested parties throughout the design process.                                                                                                                                                                                                                             | Community Input              |
|                         | Will all the work that they are going to do to put in the roundabout at Horning Road and Main Street include putting sidewalks all the way down Horning Road, especially in front of the Newman Center?                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Yes! When the project is complete there will be sidewalk in front of the Newman Center. There will be a continuous sidewalk on the west side of Horning Road from E Main Street to the existing 8' sidewalk that ends north of Loop Road. Also, there will be a sidewalk on the east side of Horning Road within the limits of our work.                                       | Multi-Modal                  |
| Respondent #9           | Overall, what a great project! The proposed solution is thoughtfully balanced for all modes of transportation. At the same time, the road and associated facilities will provide an improved city and campus plan. The tree lined road and the new sidewalks will help to reduce stress while traveling along this corridor.                                                                                                                                                                                                                                                                                                                                                    | Thank you for this comment. The team will continue to engage the community, university and other interested parties throughout the design process.                                                                                                                                                                                                                             | Purpose & Need               |



**East Main Street Improvements  
From Willow Street to Horning Road  
Kent, Ohio  
(PID 112026)  
Public Comment Responses**



| Comments       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Responses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Comment Subject |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Respondent #10 | The project looks fabulous and addresses all the major issues - safety, aesthetics, and community preservation. The introduction of traffic circles, a treed boulevard, and generous walkways along the north side of East Main will improve this area as a gateway to the city. Love how the neighborhoods will be preserved (to the North). And how access to commercial properties will be made safe and logical. I LOVE roundabouts! The lack of lights will keep traffic flowing but at safe speeds. This is a great project for Kent to support in conjunction with the University. I look forward to its construction!                                                                                                                                             | Thank you for this comment. The team will continue to engage the community, university and other interested parties throughout the design process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Purpose & Need  |
|                | I thought you did a fabulous job at the public meeting last night, presenting Kent's plan for the New Gateway. You were great! You led us all through the journey of the past 18 months of the plan: where we started and how we ended up with the plan that is being proposed for the East Main Street Project. And, you did a wonderful job addressing the questions asked of you by the community members who were present. You were respectful in how you responded to some of the less than positive comments made, too. Great job! It has been a privilege to have served on the East Main Committee with you. You are an exceptional leader in our community. Kent, Ohio is lucky to have you! Thanks again for including me in the discussions these past months. | Thank you for this comment. The team will continue to engage the community, university and other interested parties throughout the design process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Purpose & Need  |
| Respondent #11 | As a commercial land owner, we will incur damages to our property value, if we cannot continue to make left turns from University Drive onto E. Main Street and/or left hand turns from E. Main Street to University Drive. The ability to make a left turn played a major role in our company purchasing this property. We strongly request a traffic light be placed at this intersection with multi-directional turning permitted. As noticed in my extensive traveling through Europe, commercial businesses suffer and avoid areas with roundabouts. Please do not impede our access (ingress/egress), or we will have extensive damages.                                                                                                                            | <p>The significant safety needs in the area are due to many factors, one of which is the current allowance of left turns along the corridor. The proposed alternate balances safety needs and reasonable access to all adjacent properties. This specific location was carefully considered, with input from the neighborhood property owners that are a part of the Citizens Advisory Committee (CAC). The proposed plan offers options for being able to turn left at University Drive, including a U-Turn phase at Luther and the roundabout at Willow Street.</p> <p>The addition of a traffic signal at University Drive is not feasible due to the proximity with the existing signal at Lincoln Street.</p> | Access          |
| Respondent #12 | I think that an island as was put at the west end of Crain to be placed at the Elmwood and Main Street Intersection would be useful. This seemed to be quite effective when Crain was rerouted from N Water through our neighborhood. It would also encourage/ensure left turns onto Main St. An island would also have the same effect as on Crain to notify drivers they are entering a residential area.                                                                                                                                                                                                                                                                                                                                                               | Thank you. We agree and the current project plan does include this type of monument/island at Elmwood and E. Main.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Neighborhoods   |



**East Main Street Improvements  
From Willow Street to Horning Road  
Kent, Ohio  
(PID 112026)  
Public Comment Responses**



| Comments       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Responses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Comment Subject  |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Respondent #13 | While I see the proposed project alleviates a few congestion issue on main, it still leaves other congestion issues on main and university every morning with the dunkin donuts business that has traffic lined all the way to main, then students try to drive the wrong way down the street to pass all that traffic potentially causing an accident. The other areas I hope the city is looking at as well (although not part of the project) is Ashton Ln and Main (Raising Canes Chicken Fingers and Arby's) as this would be for the exact same reasons as well. Hopefully the city can work with these businesses the alleviate the traffic and potential safety issues they create.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p>Thank you for this concern. Regarding the issue at University / Dunkin, there may not be much that can be done by the City but we will take this into consideration as we move into final design to see if there are any improvements that can be made to improve this situation.</p> <p>The other areas/ issues that are outside of this project will be taken into consideration by the City.</p>                                                                                                                                                                                                                                                                                                                      | Traffic / Safety |
|                | I am excited to see what new pedestrian crossing improvements the city has in store for Main as they are severely lacking and most drivers ignore them or don't see them at all which is both unfortunate and dangerous for the pedestrians crossing main...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | We agree and there are many different ways that this project will promote both vehicular and pedestrian safety. The construction of a tree-lined boulevard will not only limit left turns, but along with narrowed lanes will also encourage traffic to reduce speeds. In addition, instead of crossing 4-5 lanes of traffic, pedestrians will cross two lanes, stop at the median, and cross two more lanes. The new mid-block crossings with signage similar to those on Water Street will grab the driver's and pedestrian's attention more than a crossing at an intersection. These are proven solutions that have been effective in numerous other locations to reduce both vehicular and pedestrian/cyclist crashes. | Multi-Modal      |
| Respondent #14 | <p>The E. Main traffic project is vital to the short- and long-term health and well-being of the Kent community in and around the old front area of the university and nearby residential neighborhoods and the commercial developments which have squeezed onto the street since the early 1980s.</p> <p>Short-term, it's a matter of life and limb, physical and mental. It's the highest crash corridor in all of Portage, Summit and part of Stark County. Mentally, movement on the busy street is extraordinarily stressful for anyone walking north and south of the "street."</p> <p>Long-term, calming movement, returning some of what used to be a manageable boulevard into a modern thoroughfare that might the culture of movement in the area from disregard for anything but "speed for me," to less stressful and safe movement for everyone might result from all of the improvements.</p> <p>Kent's city engineering staff have been remarkable throughout project planning, intelligently keeping the university authorities, township and county transportation officials, citizens, and myriad private interests informed and engaged in the process. They should all get raises for the trust they have engendered in bringing people together in general support of the project. It's tough work when living in an environment when self interests of any one entity is the "rule of the road."</p> | Thank you for this comment. The team will continue to engage the community, university and other interested parties throughout the design process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Purpose & Need   |

CITY OF KENT  
DEPARTMENT OF PUBLIC SERVICE  
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller  
Amy Wilkens

FROM: Jim Bowling *JSB*

DATE: December 22, 2021

RE: N Water Street – On-Street Parking Uses

The administration is requesting City Council time to discuss the current parking regulations on North Water Street. This discussion is in response to Council's referral to the Traffic Engineering and Safety (TE&S) committee of a request from a couple of North Water Street residents to provide a special exemption to allow them to park for longer than 2 hours in North Water Street's retail area between 8 am and 5 pm.

The current parking ordinance states:

***WATER ST, N TWO HOUR PARKING BETWEEN 8 AM AND 5 PM; NO PARKING RESTRICTION BETWEEN 5 PM AND 3 AM; AND NO PARKING BETWEEN 3 AM AND 6 AM BOTH SIDES, EXCEPT FOR PARKING SPACES ON WEST SIDE DESIGNATED AS "OVERNIGHT RESIDENT PARKING BY PERMIT ONLY". "DISABLED/HANDICAPPED ONLY PARKING" AT THE FIRST SPACE NORTH OF ALLEY #3, ON THE EAST SIDE.***

The current ordinance is designed to create the most advantageous use of the parking spaces to support businesses along the corridor, while providing accommodations to other users. This is done by having the prime on-street parking spaces "turnover" during peak times. The recent \$1.8 million investment along North Water Street was completed, in part, to increase the viability of businesses along North Water Street, which included increasing the amount of prime on-street parking spaces in the area.

The TE&S committee met on December 22, 2021 to review the request and recommend either of the following options:

- Leave the regulations in place
- Move the parking spaces designated for overnight resident parking to the west end of Portage Street. Portage Street does not have the 2 hour parking restrictions, therefore residents would not have to move their vehicles during the day.

Attached is a drawing showing the current parking restrictions in the area.

C: Bridget Susel  
Melanie Baker

ITEM 646 PAVEMENT MARKING LEGEND

- EW

EDGE LINE, 4", WHITE
- L

LANE LINE, 4"
- CS

CENTER LINE, DOUBLE, SOLID
- CH

CHANNELIZING LINE, 8"
- S

STOP LINE
- CW

CROSSWALK LINE
- CW1

CROSSWALK LINE, 24" WHITE, 10' LINE, 2' GAP
- SL1

SHARED LANE MARKING, AS PER PLAN

TW

TRANSVERSE/DIAGONAL LINE, (WHITE) (12" C/C)

TY

TRANSVERSE/DIAGONAL LINE, (YELLOW) (12" C/C)

TI

TRANSVERSE/DIAGONAL LINE, 12", AS PER PLAN (WHITE)

A

LANE ARROW

PS

PARKING STALL MARKING

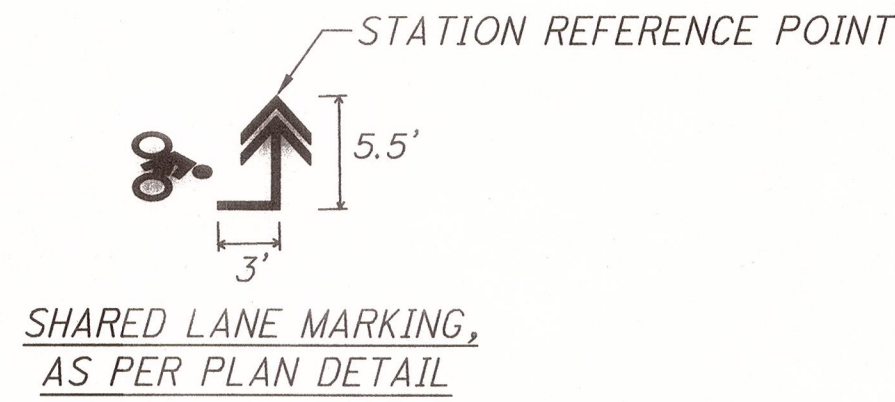
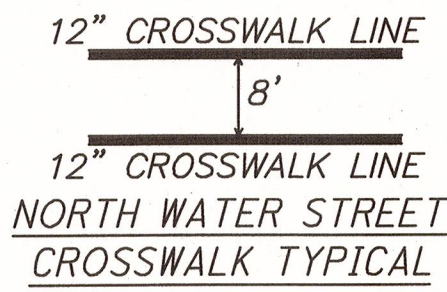
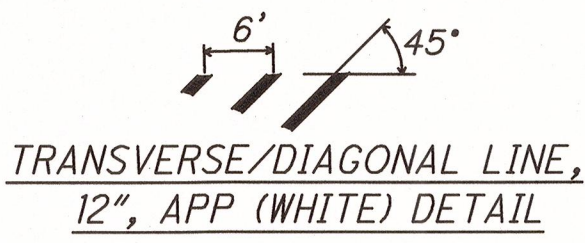
HC

HANDICAP SYMBOL MARKING (BLUE BACKGROUND & WHITE BORDER)

SL

SHARED LANE MARKING

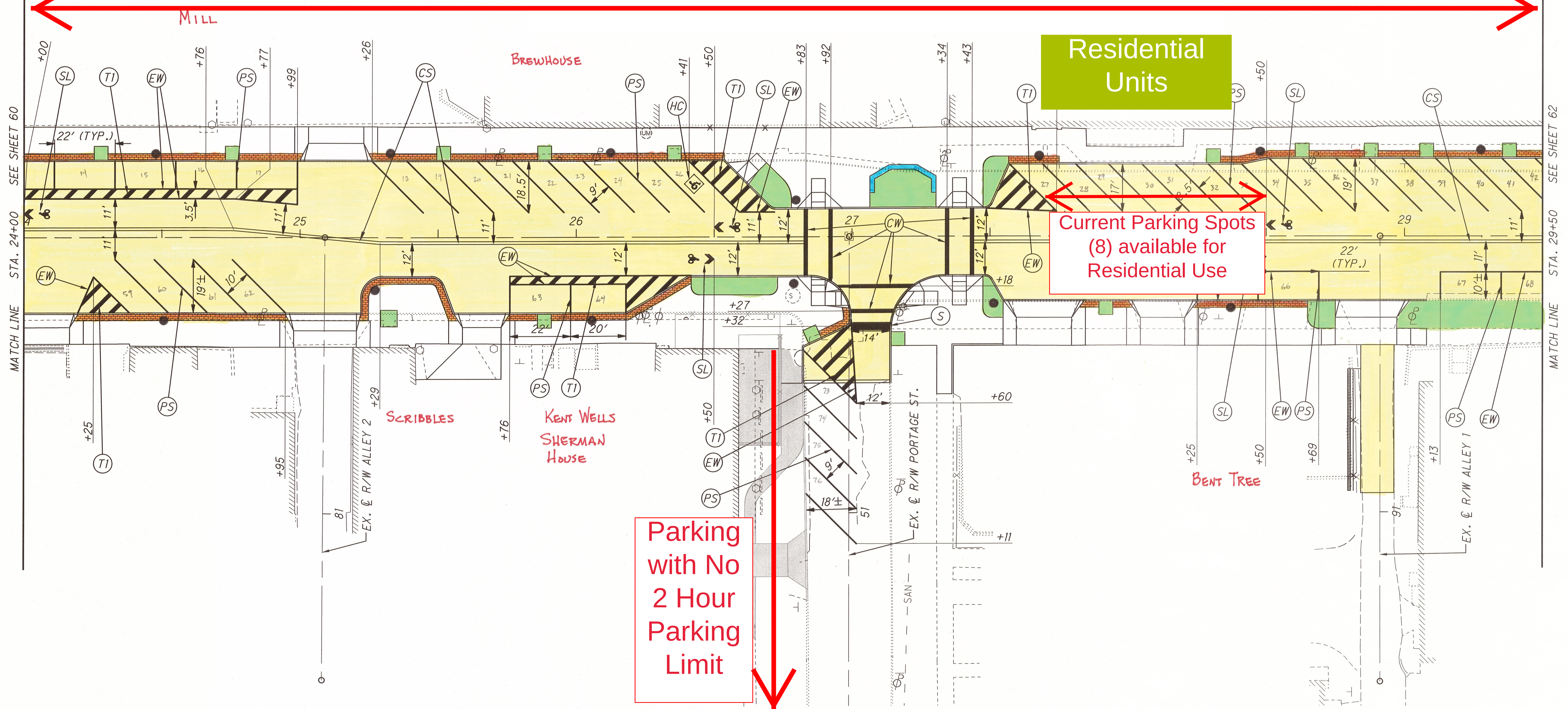
RR

RAILROAD SYMBOL MARKING

- ADAPT A SPOT AND STREET TREES
- BRICK STRIP
- SANDSTONE SEATING WALLS
- ASPHALT RESURFACING



Parking with Two Hour Parking Limit from 8 am to 5 pm



Parking with No 2 Hour Parking Limit

PAVEMENT MARKING PLAN  
STA. 24+00 TO STA. 29+50

POR-CR502-0.18 (NORTH  
WATER STREET)



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:** December 27, 2021  
**Re:** Franklin Township Fire Contract

---

Dave,

I would like to request time at the January 5, 2022 Committee Meeting to discuss the Franklin Township Fire Contract. We are looking to renew the contract with Franklin Township using a 7-year average run rate from July 1, 2021 through to June 30, 2028. Please see attached contract details that were approved at the Franklin Township Trustee meeting on December 14, 2021.

Thank you.

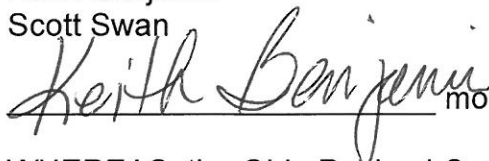
A handwritten signature in blue ink that reads "Rhonda Hall".

**FRANKLIN TOWNSHIP  
RESOLUTION 2021-26**

**A RESOLUTION PROVIDING FOR THE CONTRACTING OF FIRE AND  
EMERGENCY MEDICAL AND RESCUE SERVICES BETWEEN THE CITY  
OF KENT AND FRANKLIN TOWNSHIP**

The Board of Trustees of Franklin Township, Portage County, Ohio met in a regular session on December 14, 2021 at the Township Hall, 218 Gougler Avenue, Kent, Ohio, with the following members present:

Ann Hanna  
Keith Benjamin  
Scott Swan



moved the adoption of the following resolution:

WHEREAS, the Ohio Revised Code Sections 505.37 and 505.44 authorize townships to provide fire protection services and contract for ambulance services; and

WHEREAS, A contract between the City of Kent and Franklin Township providing for fire and medical protection for Township Residents has been extended from its expiration date of December 31, 2020; and,

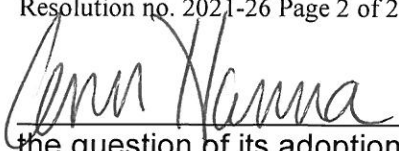
WHEREAS, specifications were prepared and approved by the Board of Trustees and the City of Kent for fire services and emergency medical services for the period July 1, 2021 through June 30, 2028.

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF FRANKLIN TOWNSHIP, PORTAGE COUNTY, OHIO:

THAT the Board of Trustees of Franklin Township accepts and enters into a contract with the City of Kent as attached as "exhibit A" for the period July 1, 2021 through June 30, 2028; and

THAT the Franklin Township Fiscal Officer be and is directed to maintain a copy of this resolution in the Township Office for inspection by the public; and

THAT the Board of Trustees finds and determines that all formal actions of this Board concerning and related to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

 seconded the motion and the roll was called on the question of its adoption. The vote was as follows:

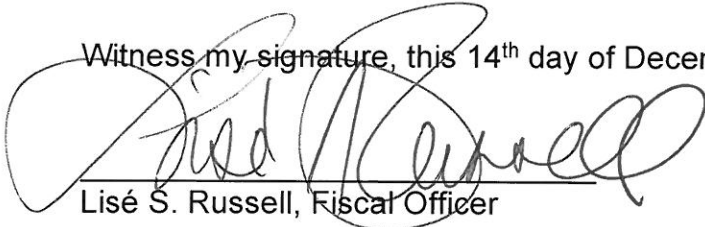
| Name         | Vote       |
|--------------|------------|
| Ms. Hanna    | <u>Yes</u> |
| Mr. Benjamin | <u>Yes</u> |
| Mr. Swan     | <u>Yes</u> |

Adopted December 14, 2021

The State of Ohio, Portage County, ss.

I, Lisé S. Russell, Fiscal Officer of Franklin Township, do hereby certify that the foregoing is taken and copied from the Record of Proceedings of said Township; that the same has been compared by me with the Resolution on said Record and that it is a true and correct copy thereof.

Witness my signature, this 14<sup>th</sup> day of December, 2021

  
Lisé S. Russell, Fiscal Officer

## AGREEMENT

THIS AGREEMENT entered into this 14<sup>th</sup> day of December, 2021, by and between the CITY OF KENT, OHIO, hereinafter referred to as the "CITY" and the FRANKLIN TOWNSHIP, OHIO, hereinafter referred to as the "TOWNSHIP," for purposes of contracting for the provision of fire, emergency medical, rescue and **assisting fire inspection services** by the CITY for the TOWNSHIP, and defining the terms and conditions for providing those services.

NOW, THEREFORE, in consideration of the promises of the parties herein, it is mutually agreed as follows:

1. The CITY shall answer all calls concerning fire, rescue and emergency medical related incidents as received from any person in those portions of Franklin Township outside the corporate limits of the City of Kent, Ohio, and the Village of Sugar Bush Knolls, Ohio. In responding to such incidents, the CITY shall make use of CITY Fire Department personnel and equipment as may be necessary and available under the circumstances.
2. This Agreement for fire protection and emergency medical services of the TOWNSHIP by the CITY shall be in force from July 1, 2021, through June 30, 2028.
3. During the period of this agreement, the TOWNSHIP shall make payment for these services which fees shall be calculated by the following process:
  - a. The CITY shall determine an average cost per run based on the currently approved total Fire Department budget divided by the average number of run responses during the previous seven (7) calendar years. The first-year average cost per run is \$1,433.00.
    - (1) The anticipated personnel and operating and capital expenses as defined in the City's budget will be summed, excluding engine reserve and capital building debt funds.
    - (2) The sum determined in item (1) will be divided by the number of service incidents that were responded to by the fire department during the preceding seven (7) calendar years. The resulting figure will be the service rate for the new year, to be applied on monthly billing statements.
  - b. The new rate for the beginning of the service year will not increase more than **\$40.00** per incident in each new service year.
  - c. The CITY will notify the TOWNSHIP of the new rate by March 1st of each calendar year, or as soon as the rate can be calculated after the final City budget has been adopted.
  - d. The TOWNSHIP shall acknowledge and authorize the new rate and return by April 1st, a signed Agreement which shall be considered an addendum to this Agreement.

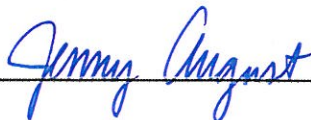
- e. If the CITY collects monies from ambulance billing for ambulance responses to the TOWNSHIP, the amount charged to the TOWNSHIP will be reduced by the net amount collected. This adjustment shall be calculated into the monthly billing for the previous month's service, but will not include overdue payments which have been transferred to a collection agency.
  - f. In the event of the failure of a levy placed on a future ballot by Franklin Township, to provide the necessary revenues to meet the obligations of this contract, the parties agree to confer to determine the means to adjust the level of service and costs. No adjustments will be considered that are intended to reduce response capabilities in a manner that the Fire Chief determines will impact the safety of the department's personnel.
  - g. The CITY shall provide for telephone answering and fire dispatch communications for the TOWNSHIP (excluding primary E9-1-1 service) via established communication systems.
- 4. The CITY will be responsible for personal injury and damage to its personnel and equipment, while going to or from and while responding to the TOWNSHIP fire, emergency and other related calls, and shall save said TOWNSHIP free and harmless from any liability by virtue thereof.
  - 5. The CITY shall be an independent contractor servicing the Township, and as such, pay for CITY personnel withholding and any other taxes, retirement, insurance plans, unemployment compensation, and workers' compensation as may be required by law, but not limited thereto.
  - 6. The CITY shall have the authority to use any and all current and future TOWNSHIP equipment for fire and emergency medical services. The City shall accept as a donation all current Township equipment for Fire and EMS services.
  - 7. The TOWNSHIP shall commit to refurbish Ambulance #12-1829 in 2022 using their CARES Act money. No other capital commitments from the TOWNSHIP will be expected during the term of this agreement. Title of said ambulance will also be turned over to the CITY for ownership thereafter.
  - 8. The CITY shall supply Plan review and fire inspection responsibilities;
    - a. The TOWNSHIP acknowledges that from time to time; it receives plans of new commercial, industrial and sub-division construction for zoning or other inspection or review. The TOWNSHIP agrees it shall provide copies of any and all plans for new construction to the Fire Chief for purposes of planning for necessary fire protection equipment in the new facility, planning for effective fire suppression deployment, and review for fire safety hazards.
    - b. The City further agrees to assist in the review, training and coordination of inspections by a fire inspector hired by the Township, with duties that may be defined in a separate Memo of Understanding between the Township and the Fire Chief.
    - c. The Township may designate the Kent Fire Chief as the Township's Fire Protection Officer for purposes of meeting fire response requirements, which duties shall be defined and limited within the fire inspection Memo of Understanding.

9. NOTIFICATIONS AND REPORTS

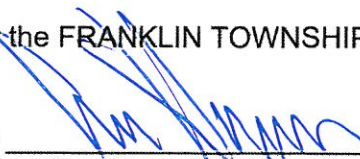
- a) The TOWNSHIP shall continue to furnish two (2) current maps whenever they are updated, showing all TOWNSHIP roads and further will promptly notify the City Fire Department of all closed or impassable roads in the TOWNSHIP:
  - b) The CITY shall furnish monthly reports of all calls answered or responded to, in the TOWNSHIP not later than 120 days after that month.
  - c) The CITY shall furnish a monthly billing activity report of emergency ambulance service.
10. The CITY and the TOWNSHIP do hereby agree that this Agreement is made pursuant to Resolution of the TOWNSHIP and Ordinance of the CITY.
11. The parties further agree that this Agreement supersedes any other Agreement between the parties, replacing an agreement in force from July 1, 2021, through June 30, 2028, and that the terms agreed to in this document will be applied retroactively to July 1, 2021. If the term of this agreement is exceeded and no notice to sever has been issued by one of the parties to the other, the terms of this agreement will continue on a month-to-month basis until a new agreement can be prepared, authorized and executed.
12. Severability. Either party to this agreement may move to sever the agreement by submitting a "notice to sever fire service agreement" in writing to the other party. The severing of the agreement will then take place on the first day of the month, after twenty-four calendar months after the notice is received.

IN WITNESS WHEREOF, the City of Kent, Portage County, Ohio, has caused to affix hereto its corporate name by the City Manager and said Franklin Township, Portage County, Ohio, has caused to be hereunto affixed its corporate name by the Trustees of said Township this 14<sup>th</sup> day of December, 2021.

Signed in the Presence of:

  
\_\_\_\_\_  
\_\_\_\_\_

For the FRANKLIN TOWNSHIP

By:   
Ann Hanna, Trustee

By:   
Scott Swan, Trustee

By:   
Keith Benjamin, Trustee

For the CITY OF KENT

\_\_\_\_\_

By: \_\_\_\_\_  
Dave Ruller, City Manager

Approved as to Form:

\_\_\_\_\_

Hope Jones, Law Director

## TENTATIVE JANUARY 2022 CALENDAR

Visit and subscribe to the online calendar at [www.kentohio.org/calendar.aspx](http://www.kentohio.org/calendar.aspx)

| Sunday | Monday                                                 | Tuesday                                  | Wednesday                         | Thursday                                     | Friday | Saturday |
|--------|--------------------------------------------------------|------------------------------------------|-----------------------------------|----------------------------------------------|--------|----------|
|        |                                                        |                                          |                                   |                                              |        | 1        |
| 2      | 3<br>5:30 pm<br>Sustainability<br>Commission Mtg       | 4<br>3:00 pm ARB Mtg.                    | 5<br>7 pm Council<br>Comm. Mtgs   | 6                                            | 7      | 8        |
| 9      | 10                                                     | 11<br>5:30 pm Board of<br>Health Meeting | 12                                | 13<br>4:00 pm Standing Rock<br>Cemetery Brd. | 14     | 15       |
| 16     | 17<br>Martin Luther<br>King, Jr. Day<br>Offices Closed | 18                                       | 19<br>7:30 pm Reg.<br>Council Mtg | 20<br>5:30 pm Parks &<br>Recreation Mtg.     | 21     | 22       |
| 23     | 24<br>5 pm Civil Srv.<br>Mtg.                          | 25                                       | 26                                | 27                                           | 28     | 29       |
| 30     | 31                                                     |                                          |                                   |                                              |        |          |

### KENT CITY COUNCIL'S PENDING LIST

| Administration                                                            | Month/Yr.        | Motion Made by        |
|---------------------------------------------------------------------------|------------------|-----------------------|
| Four Way Stop Signs Downtown; Study of pedestrian safety                  | 4/14; 2/16       | Shaffer Bish          |
| Sustainability Comm.: Fending of Global Warning; report on climate change | 7/14; 2/16; 8/21 | Wallach; Shaffer Bish |
| Senior Advisory Committee                                                 | 10/17            | Ferrara; Sidoti       |
| Conflict of Interest, Boards and Commission                               | 12/19            | Shaffer Bish          |
| Unattended vehicles/idling cars                                           | 12/19            | Wallach               |
| Permit for partial parcel usage w/o purchase                              | 1/21             | Sidoti                |
| Design Guidelines Reorganization                                          | 6/21             | Sidoti                |
| Review of Noise Ordinance Code and Recommendations                        | 9/21             | Ferrara               |

| Council Committee                                                               | Month/Yr. | Motion Made by |
|---------------------------------------------------------------------------------|-----------|----------------|
| Senior Housing- <b>Community Development</b>                                    | 6/17      | Wallach        |
| Sidewalk upkeep discussion- <b>Streets, Sidewalks &amp; Utilities</b>           | 9/19      | Shaffer Bish   |
| Parameters for low frequency noises-- <b>Health and Public Safety</b>           | 1/21      | Wallach        |
| Proactively addressing racism & diversity in Kent-- <b>Committee of Whole</b>   | 9/20      | Wallach        |
| Feral Cat Discussion- <b>Health and Public Safety</b>                           | 5/21      | Kuhar          |
| City Flag Redesign- <b>Committee of the Whole</b>                               | 8/21      | Rosenberg      |
| Council Employee Performance Review Process Revision- <b>Committee of Whole</b> | 10/21     | Turner         |
| Animal Control Equipment Discussion- <b>Health and Public Safety</b>            | 11/21     | Kuhar          |

Updated & Posted December 29, 2021 Amy Wilkens | Clerk of Council | Kent City Council

Any person who requires an auxiliary aid or service for effective communication or a modification of policies and procedures to participate in any City or City Council public meeting or event should contact the Clerk of Council at 330-676-7555 or [councilclerk@kent-ohio.org](mailto:councilclerk@kent-ohio.org). Any request for auxiliary aid or other accommodation should be made as soon as possible, but no later than forty-eight hours prior to the event.