



Community Development Committee
Meeting Minutes
The City of Kent, Ohio
Wednesday, March 4, 2020

Vice Chair Rosenberg called the Community Development of Kent City Council to order at 7:22 p.m.

PRESENT: Mr. Jack Amrhein; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Ms. Tracy Wallach

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Kathy Petsko, Grants and Neighborhood Coordinator; Ms. Joan Seidel, Health Commissioner; Mr. Tom Wilke, Economic Development Director; Ms. Melanie Baker, Service Director; Ms. Rhonda Hall, Budget and Finance Director; Mr. Jim Bowling, City Engineer; Ms. Amy Wilkens, Clerk of Council

ABSENT: Mr. Garret Ferrara; Mr. John Kuhar, Mr. Robin Turner; Mr. Michael DeLeone

There were two (2) items on the Agenda.

1. Main Street Kent 2019 Year End Review (Wilke)

Mr. Ruller introduced Tom Wilke and Heather Malarcik from Main Street Kent to review the summary report provided. Mr. Wilke said Heather is the real star of the night but wanted to give a quick introduction. He enjoys the relationship with Main Street Kent and working with Heather and Leslie (Sickle, Marketing Coordinator). They are both very creative and professional, no idea is too out of the box. There is also an extremely active and involved Board. They volunteer their time, effort, money and thought processes. A couple of members are in attendance. There are also extremely strong committees that have other members of the community that are not on the Board who bring special talents. When you go to these events, you see the diversity of volunteers that the events attracts, they are an amazing group of volunteers. Most volunteer positions are filled in advance and it's nice to see the belief and trust people have in these events. As the representative of the City and of the Board, Mr. Wilke assured Council the investment in Main Street Kent is a sound investment and there are many returns on that investment.

Heather Malarcik thanked City Council for the opportunity to share the highpoints from the 2019 and for supporting the organization for the past fourteen years MSK has been in operation. This is one of the strongest programs in the state of Ohio and she takes pride in that. Her work is fun and rewarding and there is never a dull moment or any downtime.

Ms. Malarcik reviewed the highlights from 2019, and provided a sneak peek of things to come in 2020 as well as comments from local businesses. The Operations Committee is the Executive Team that went through the Strategic Planning process this year. The new Transformation Strategy is for Kent to be people's first choice. The mission statement is to make downtown Kent a fun, vibrant and thriving area. Everything needs to be aiming in that direction. All committee goals are now falling under preserve and enhance the historic downtown, generate awareness and branding of MSK and downtown and maintain financial stability. All committee goals need to make sense under these three main goals or they are just not going to happen.

Volunteer Connection and Appreciation Efforts is under the Operation Committee; recruiting and retaining volunteer is a top goal. There is an award celebration at the Kent Historical Society in June. There is also a volunteer appreciation party at Ray's Place in October. MSK accumulated over 2,669 hours of volunteer time so the average value of a volunteer hour is \$24.69 which is over \$65,500 of volunteer time given in 2019.

Friends of Main Street has over 100 small businesses, organizations and individuals that donate money and it continues to grow. The top supporter is the City of Kent, and then Ron Burbick, The Hometown Bank, Portage Community Bank, Smithers's Oasis, The Davey Tree Expert Company and College Town Kent.

Moving on to Marketing, last year MSK spent the \$38,000 budgeted toward marketing, which is not including the marketing done on each individual event that has its own marketing budget. The website has had a mini makeover and work is done weekly on the site ensuring search engine optimization and Google rankings are good. There was a 77% increase in traffic on the website last year over 2018. A blog was also launched on the Kent Up Close tab on the website which shows how to live, eat and shop like a local.

Signature Events:

The Wine Festival last year was interrupted by a rainstorm, but MSK is healthy enough financially that it didn't hurt them.

The 6th Annual Oktoberfest was a success. MSK netted \$30,000 in one day.

Wizardly World of Kent was a success and a bar crawl, the Wobbly Wizard, was added last year and along with the 5k there were over 700 people downtown on Friday night before the event. Meijer's grocery store approached MSK to be a part of the event and donated \$5,000.

The Design Committee planted tulips last spring on the Hometown Bank Plaza. The mural project was completed on Burbick Way, which is a great collaboration between the two building owners and finding the artist from Kent State and a long time family of Kent. MSK is looking forward the light project and having a reception it in the spring. The Historic Facades of Kent project was completed last year, where an intern photographed all the buildings in the downtown district to document historically what their purpose was when they were originally built and what they are being used for now. He spent a year putting this together and a book will be published in support of the Historical Society.

The Business Enhancement Committee works hard to get the businesses to collaborate with events where people can visit multiple businesses in one shot. Art walks were pretty well attended and building momentum. A Story Walk was done with Kent City Schools where a book was broken down and put a page in each business and a family can walk around and read the story. A Crime Prevention Workshop was presented by Lieutenant Lewis to business owners about employee safety and how to handle people stealing and surveillance. The dialogue between the police department and business owners was amazing and will be looking for new opportunities to do again. Small Business Saturday a giant inflatable snow globe was placed downtown and free cocoa and cookies were distributed by local businesses.

Looking forward to 2020, it's time to up game due to neighboring communities are doing more. Thinking of ways to think outside of the box. Heather and Leslie will be attending the National Main Street Conference in May in Texas for new ideas. Applying for 501c3 as an arm of the organization so can go after funding to expand portfolio.

Focus on N. Water Street regarding public art and a state appropriation given to Heritage Ohio in the amount of \$200,000 so all accredited Main Street programs in good standing are able to apply for a portion of these funds to help businesses with projects that will improve their buildings or increase business.

Now in the process of exploring the idea of outdoor refreshment area concept, researching how it's going in areas that are doing this and figuring out if this makes sense for Kent and speaking with retailers and bars and restaurants to see if this is something to move forward and try to get.

Rainbow weekend this weekend. The crosswalk is going to be spray painted. A welcome event will be hosted by MSK with an introduction from Gwen Rosenberg and a representative from Kent State University at 5pm. Kent is a very welcoming and inclusive town and we need to make sure people know that. The

NOPEC Grant is helping with this event and she thanked Council for putting that grant in Main Street's direction.

Ms. Malarcik shared with Council a few comments from local business owners in support of the work being done by Main Street Kent, all thankful and impressed with its work and dedication to downtown Kent.

Mayor Fiala thanked Main Street Kent for all that they do.

Ms. Shaffer asked when Main Street Kent started.

Ms. Malarcik replied 2006.

Mr. Amrhein added there are a lot of reasons to be proud of Kent Ohio, and MSK is one of the ingredients that make people proud to live in this community. He thanked Heather, Leslie and all the volunteers for the work that they do.

2. Proposed 2020 CDBG Action Plan (Susel)

Bridget Susel, Community Development Director, introduced Kathy Petsko, the new Grant Coordinator for Community Development who is replacing Dan Morganti. She comes from Summit County. Ms. Susel began her review of the Action Plan, stating it is the program year 2020 funding for the action plan which will be incorporated into the 5 year plan. Kathy Petsko has been working on putting the plan together and administering the surveys. Projects presented tonight are aligned with the plan. It is not changing much, the primary objective is to invest in areas that have high concentration of low income household, which has been the focus since 2009. Ms. Susel reviewed the project list with Council (**Attachment #1**).

Regarding the Walnut Street Reconstruction which will go out to bid in 2021, Ms. Wallach asked how many more streets in this area will be refinished.

Ms. Susel stated it could be quite a few and will be reviewed. Because of funding, concentration of work done in this area, and anticipates at least a couple more. This will be the third area done so far. The work really does transform the area.

Ms. Susel reminded Council there would be no action taken tonight and that there will be another public hearing, a 30 day comment period and be brought back to Council for approval in May.

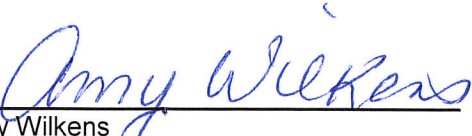
Mr. Sidoti asked about number of people who take advantage of the Small Business Development Center.

Ms. Susel replied that the Center provides services from planning, to helping set up payroll and a whole list of services.

Ms. Wallach asked how much was allotted last year for CDBG.

Ms. Susel said it was \$277,000, so more funds were received this year, which is exciting.

Hearing no further business before this Committee, the meeting adjourned at 7:50 p.m.



Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) None



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

Date: February 25, 2020

To: Dave Ruller, City Manager

Cc: Bridget Susel, Community Development Director; Amy Wilkens, Clerk of Council, PY2020 CDBG Action Plan File

From: Kathy Petsko, Grants & Neighborhood Program Coordinator

Re: PY2020 CDBG Funding & Project Recommendations

The City is preparing its funding request for the PY2020 Community Development Block Grant Program (CDBG). The funding request is submitted to the U.S. Department of Housing and Urban Development (HUD) on an annual basis and must include a list of proposed programs that will be implemented with CDBG funding during the year. The City's PY2020 CDBG allocation as determined by HUD, is \$303,766. A total of seven (7) project proposals were received this year seeking CDBG funding assistance and the total amount of funding requested was \$323,500. Based on a review of these proposals and in consideration of all applicable CDBG regulatory requirements, staff is recommending Council approval of the below projects and amounts at its May meeting. Formal approval in May allows time for a public comment period and a second public hearing to take place prior to authorization.

1. City of Kent, Engineering Department – Walnut Street Reconstruction

This activity provides funding to assist with the design and full depth reconstruction of Walnut Street from Cherry Street to Dodge Street. The work involves new sidewalks, concrete curb and gutter, a waterline replacement and storm sewers to improve drainage along the roadway. This is a multi-year project and construction is scheduled for 2020 (Phase 1 – Cherry to Harris) and 2021 (Phase 2 – Harris to Dodge).

Funding Requested: \$170,000
PY2019 CDBG Funding: \$135,165

Funding Recommended: \$160,000

2. City of Kent, Parks & Recreation – Kent Recreation Center Parking Lot and ADA Enhancement Project

This activity will provide funding to assist with costs associated with the resurfacing and ADA Compliance enhancement to the Kent City Recreation Center's parking lot at 1115 Franklin Ave. The parking lot is in very poor condition and presents barriers to ADA accessibility. A free breakfast and lunch program for children under the age of 18 is offered during the summer at this location.

Funding Requested: \$15,000
PY2019 CDBG Funding: \$10,000

Funding Recommended: \$15,000

3. City of Kent, Police Department – Neighborhood Policing Program

The Neighborhood Policing Program provides additional patrols and police visibility primarily in low-to-moderate income neighborhoods and in assisted housing complexes. The program has a goal of improving communication, trust and understanding between residents and the Police Department. Funding for this activity is counted toward the Public Service 15% funding limitation.

Funding Requested: \$18,000
PY2019 CDBG Funding: \$18,000

Funding Recommended: \$18,000

4. CAC of Portage County – Furnace Inspection/Targeted Replacement Program

The applicant is requesting funding from the CDBG program to continue its "Kent Furnace Inspection/Targeted Replacement Program" that provides the services of furnace inspections, tune-ups, or the replacement of failing or inefficient furnaces and/or hot water tanks for low-to-moderate income Kent households.

Funding Requested: \$35,000
PY2019 CDBG Funding: \$35,000

Funding Recommended: \$35,000

5. Family & Community Services – Homeless Shelter Services

The Homeless Shelter Services program provides services at Miller Community House an emergency homeless shelter. Funding helps pay for shelter nights spent by Kent residents including needed case management, counseling and housing placement. Funding for this activity is counted toward the Public Service 15% funding limitation.

Funding Requested: \$15,000
PY2019 CDBG Funding: \$15,000

Funding Recommended: \$15,000

6. Family & Community Services – Miller House Kitchen Remodel

Family & Community Services is requesting CDBG funds to remodel the kitchen at the M. Marie Miller House, which provides emergency shelter to men, women and children experiencing homelessness and exists to ensure that homeless families and individuals have access to safe temporary shelter and basic needs. Funds will be used to replace the kitchen flooring, cabinets and appliances, and to paint the room.

Funding Requested: \$44,000
PY2019 CDBG Funding: \$40,000

Funding Recommended: \$30,000
Unprogrammed Prior Year Funds: \$10,000

7. Ohio Small Business Development Center – Small Business Counseling

Funds will be used to provide one-to-one business counseling, as well as business workshops/training, to low- to moderate-income residents of the City of Kent.

Funding Requested: \$7,500
PY2019 CDBG Funding: \$0

Funding Recommended: \$5,000

8. City of Kent, Community Development – Administration

These funds are used to cover grant administration costs such as the cost of staff, supplies, advertising, postage, copying, travel costs for trainings, and other related costs. Funding for this activity is counted toward the Planning and Administration 20% funding limitation.

Funding Requested: N/A
PY2019 CDBG Funding: \$11,000

Funding Recommended: \$6,766

9. Fair Housing Consultant– Fair Housing Services

These funds will be used to cover the cost associated with the provision of fair housing service. The consultant will provide counseling in the areas of housing discrimination and landlord-tenant issues. They'll investigate fair housing complaints and provide a variety of public education and outreach services in the City. Funding for this activity is counted toward the Planning and Administration 20% funding limitation.

Funding Requested: \$19,000
PY2019 CDBG Funding: \$19,000

Funding Recommended: \$19,000

A spreadsheet summarizing the requested and recommended funding amounts has been attached for review. Copies of all submitted PY2020 CDBG proposals also are available for review at the Community Development Department.

PY2020 CDBG Allocations (8/1/20 to 7/31/21)			
Applicant	Project	CDBG Request	Recomi Funds
Engineering Department	Walnut Street Reconstruction	\$170,000	\$
Parks & Recreation	Kent Recreation Center - Franklin St. Parking Lot	\$15,000	
Police Department	Neighborhood Policing Program	\$18,000	
CAC of Portage County	Furnace Inspection/Targeted Replacement Program	\$35,000	
Family & Community Services	Homeless Shelter Services	\$15,000	
Family & Community Services	Miller House Kitchen Remodel	\$44,000	
Community Development	Administration	\$0	
SMBC	Small Business Counseling	\$7,500	
Fair Housing Consultant	Fair Housing Services	\$19,000	
TOTAL		\$323,500	\$3
		2020 Allocation:	\$3
Public Service Cap (15%):	\$45,565		
Administration Cap (20%):	\$60,753		
Reprogrammed Prior Year funds in the amount of \$10,000 will be allocated to Family & Community Service's "Miller H-			



Streets, Sidewalks & Utilities Meeting Minutes

The City of Kent, Ohio
Wednesday, March 4, 2020

PRESENT: Mr. Jack Amrhein; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Ms. Tracy Wallach

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Kathy Petsko, Grants and Neighborhood Coordinator; Ms. Joan Seidel, Health Commissioner; Mr. Tom Wilke, Economic Development Director; Ms. Melanie Baker, Service Director; Ms. Rhonda Hall, Budget and Finance Director; Mr. Jim Bowling, City Engineer; Ms. Amy Wilkens, Clerk of Council

ABSENT: Mr. Garret Ferrara; Mr. John Kuhar; Mr. Robin Turner; Mr. Michael DeLeone

Mayor Fiala called the Council Committee Meetings to order at 7:00 p.m. He notified everyone that Mr. DeLeone, Mr. Kuhar, Mr. Turner and Mr. Ferrara asked to be excused from tonight's meetings but there are five (5) members in attendance which makes it legal to vote on agenda items. The City Hall project discussion has been removed from the agenda prior to the meeting, therefore Streets, Sidewalks and Utilities would be the first Committee Meeting.

Mr. Roger Sidoti called the Streets, Sidewalks & Utilities Committee of Kent City Council to order at 7:01 p.m.

Mr. Sidoti has been talking with many in the community about roads and sidewalks and stressed the importance of passing the renewal (Issue 1). The work of Jim Bowling and Melanie Baker has helped keep the roads projects moving ahead and they need to be thanked. They usually get all of the complaints, but as the Chairman of this committee, Mr. Sidoti wanted to say "thank you" and that members of the community know the levy needs renewed to continue work to be done.

There were four (4) items on the Agenda.

1. Proposed Main Street Kent Burbick Way Lighting Agreement (Bowling/Jones)

Mr. Bowling stated it is a pleasure to serve and the staff feel the same way. The City has been working with Main Street Kent to get overhead decorative lighting across Burbick Way. An agreement was drafted and sent to Council which says Main Street Kent (MSK) will install, update and maintain lights across Burbick Way. The City will permit access to the power at the existing light poles for no cost for the lighting and the adjacent property owners for Main Street Kent to attach the support systems to their buildings. The City is requesting Council's approval to execute the agreement with Main Street Kent and the property owners.

Ms. Shaffer asked if there are any residents in the upper floors of the two buildings (where lights will be strung) that would be impacted negatively by light pollution.

Mr. Bowling said he did not believe so and Mayor Fiala confirmed they are businesses.

Ms. Rosenberg asked about the cost to do this and if it is a shared cost between the City and MSK.

Mr. Bowling stated the City would provide power and Main Street Kent will pay for the upkeep and maintenance of the lights.

MOTION TO AUTHORIZE THE KENT BURBICK WAY LIGHTING AGREEMENT WITH AN EMERGENCY CLAUSE made by Ms. Shaffer, *SECONDED* by Ms. Rosenberg and *CARRIED* by a voice vote of 5-0.

Ms. Shaffer commented that as someone who travels that way in the evenings, she believes it will really enhance that corridor. She extended kudos to the idea as long as it doesn't impact anybody negatively, it is going to be a positive addition to downtown.

Ms. Rosenberg added it is a lovely idea and she looks forward to seeing it.

2. Proposed City-KSU East Main Street Improvement Project

Mr. Ruller introduced the project and noted he attended the Kent State University Trustee meeting this afternoon where this was discussed. It is a multi-party agreement along with PARTA and Kent State University. This creates a legal partnership and approval to move forward with the project. It is the same format used for the Summit Street project.

Mr. Bowling stated this is the continuation of the agreements already in place, and the next step is to move on to the detailed design. The planning will continue for the next twelve to fifteen months and then move on to the detailed design. The City of Kent received \$14.6 million to move forward from different grant sources and the cost is split 90% by the Federal Government, 5% with KSU and 5% with the City. We are requesting Council approval to continue the project moving forward.

Ms. Wallach asked when the next meeting will be held.

Mr. Bowling said he did not know, and that the agreement needs signed first to enable a consultant to come on board and then there will be a meeting.

MOTION TO AUTHORIZE THE PROPOSED CITY-KSU EAST MAIN STREET IMPROVEMENT PROJECT WITH AN EMERGENCY CLAUSE made by Ms. Rosenberg, *SECONDED* by Ms. Shaffer and *CARRIED* by a voice vote of 5-0.

3. City Tree Planting Report (Baker/McKay)

Mr. Ruller started by saying he was proud of the tree work that has been done in the past year. There has been a renewed interest in the environmental impact trees have, but there is more. Melanie Baker will be reviewing the work that has been done.

Melanie Baker said she was disappointed she could not get the projector to work and wasn't able to give the Power Point presentation to Council. Brad McKay is the City's Arborist and is receiving additional training this evening in Columbus. She stated Kent is a well-established Tree City, as this year we will receive our 35th year award for being a part of Tree City, USA, which is a part of the Arbor Day Foundation. To be an established Tree City, it is required to have a Tree Commission, a tree ordinance, have to spend \$2 per capita in an active tree program and the Mayor has to acknowledge Arbor Day. In 2017 the tree inventory was updated. The City has also taken the Growth Award for the past four years (2007, 2013, 2015 and 2018), working on tree growth and reforestation. In 2017 the City started giving away tree saplings in conjunction with Arbor Day and the Who's Your Mama Festival. Heard back from attendees they would really love a tree, but didn't want to walk around with it. This year, the Tree Commission will pick six different weekends to work a booth at the Farmer's Market. It will be advertised at the Who's Your Mama Festival and in the Tree City Bulletin.

In 2018 the City Arborist, Brad McKay noticed several large open areas, and wanted to start a project that would not only benefit Central Maintenance, but also benefit trees. Ms. Baker referenced the handout distributed (Attachment #1) highlighting the projects on Ivan and Hampton Rd. The City has to mow and maintain these areas, using a lot of man hours. Mr. McKay worked with Davey Tree and city engineers to come up with a plan to reforest. Over three hundred trees were planted on Ivan Drive. There was also a large retention basin on Hampton Rd. that was not very pretty and was a lot to mow. The whole area

could not be filled in due to being designed for storm water retention but tree were planted on the outside. Ms. Baker complimented the Engineering Department, stating they do a great job replacing trees. On Summit Street alone over 100 trees were planted. Right of way plantings are done every year, between fifty and seventy trees are planted. They are planning on looking at Haymaker for the next reforestation project.

Ms. Rosenberg stated this is fantastic and really proactive. Any time trees are planted so there is less mowing and less use of gas is a win. She offered a message to residents; the City is setting a fine example planting trees and as a resident if you want to improve your property values, plant a tree. There are some affordable options through the Portage County Soil and Water Conservancy at their annual tree sale.

Melanie confirmed they are a good resource. Any questions on what kind of tree, she suggested calling Brad McKay for advice.

Ms. Rosenberg asked if there was information residents need to know regarding planting trees on tree lawns, if there are specific regulations.

Ms. Baker stated residents need to call in and work with the arborist on what type of tree to plant on the tree lawn. There is a list of trees that are allowed to be planted.

Ms. Shaffer asked if it is possible to walk and look at the trees planted on Ivan. She asked if there was any way to identify the trees the City planted and that maybe residents would like to know this. She asked if there are any walking trails. She said this sounds like it would be a nice place to walk around.

Ms. Baker stated there is a man-made path where others have walked. It was designed to grow and be a tree canopy and for the residents to enjoy the shade.

Ms. Shaffer commented it is a nice thing to do for a residential neighborhood to screen from a commercial area.

Ms. Wallach stated it is great to advertise at the Who's Your Mama Festival and asked to also advertise at the Heritage Festival. She suggested a sign asking residents to plant trees to help with global warming. She also suggested signage at the Farmer's Market. She asked if the City can notify residents more thoroughly the work that has been or will be done by use of signage and the website.

Ms. Baker confirmed these all can be done.

4. Proposed Kent Craft Brew Fest (Wicks)

Mr. Ruller introduced the topic along with two members of Kent Jaycees present in the audience. Jaycees would like to relocate the Craft Brew Fest from N. Water Street to Franklin Ave. It was a great success last year and they would like to repeat it. They would like to move it to Franklin Street (location in packet of information). They are asking authority for an area of the street they will block off.

Ms. Rosenberg asked if there is a plan for garbage pickup. The bar has been set high with Main Street Kent events with cardboard containers and removal.

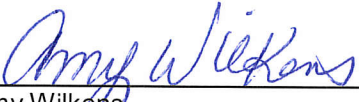
Two members of Kent Jaycees approached the microphone and said at last year's event, they used a trash removal company and the dumpster behind the bank, and it was all taken care of within a day. It will not be city's obligation.

Ms. Wallach asked why they would like to move the event off of N. Water Street.

The Jaycees representatives stated the initial reason was they thought N. Water was going to be under construction. They think Franklin Ave. is a better home for this event due to having restaurants and bars in close proximity. If it rains, there is less ability on N. Water to have somewhere to go. Event logistics work better because home base is the train car.

MOTION TO AUTHORIZE THE KENT CRAFT BREW FEST LOCATION as presented was made by Mr. Amrhein, *SECONDED* by Ms. Shaffer and *CARRIED* with a voice vote 5-0.

Hearing no further business before this Committee, the meeting adjourned at 7:25 p.m.



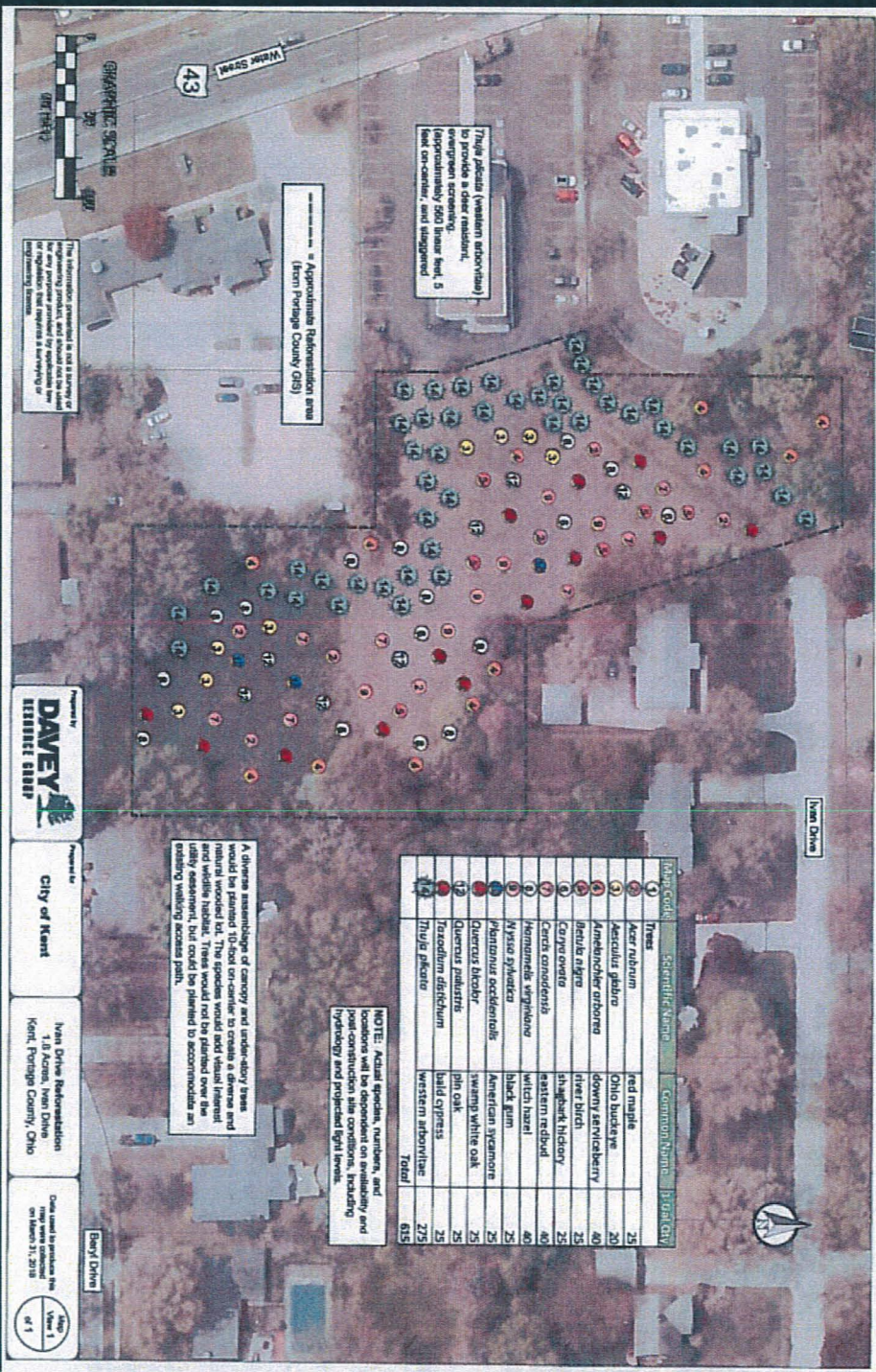
Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) **Authorize the Main Street Kent Burbick Way Lighting Agreement**
- 2) **Authorize the City-KSU East Main Street Improvement Project**
- 3) **Authorize the location change to the Kent Craft Brew Fest**

Ivan Drive

West End of Ivan - behind Burger King, Tree City Dental and Fifth Third Bank.



Stormwater Basin - between Hampton and Overbrook
south of Main Street - behind Budget Truck
Rental, Auto Loan, and Enterprise Rent a Car.





Finance Committee Meeting Minutes

The City of Kent, Ohio
Wednesday, March 4, 2020

Vice Chair, Ms. Tracy Wallach called the Finance Committee of Kent City Council to order at 7:50 p.m.

PRESENT: Mr. Jack Amrhein; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; Mr. Roger Sidoti; Ms. Tracy Wallach

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. David Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Kathy Petsko, Grants and Neighborhood Coordinator; Ms. Joan Seidel, Health Commissioner; Mr. Tom Wilke, Economic Development Director; Ms. Melanie Baker, Service Director; Ms. Rhonda Hall, Budget and Finance Director; Mr. Jim Bowling, City Engineer; Ms. Amy Wilkens, Clerk of Council

ABSENT: Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Mr. Robin Turner

There were four (4) items on the Agenda.

1. Accept and Appropriate \$150,000 ODNR/RTP Trails Grant (Schwartzhoff)

Mr. Ruller introduced Mr. Kevin Schwartzhoff, Director of Park and Recreation. Last year Council approved an application for ODNR Trails Grant and have been notified receipt of the \$150,000 for the Brady Trail project from Main Street Bridge towards Crain Street Bridge (1,000 feet). Kent also received a \$7,000 AMATS grant which Mr. Jim Bowling and Rhonda Boyd applied for. This shows City departments working together and with their help this project is possible. The Park fund will put in 18 % of 1.2 million for the project. Mr. Schwartzhoff is asking Council permission to sign the agreement with ODNR to allow him to move forward with the grant.

Ms. Shaffer asked if this project included the creation of the bike staircase.

Mr. Schwartzhoff said it does. The project includes the bike stair, widening the ten foot concrete path, lighting, new landscaping and making path use more accessible to get to Main Street and visit the businesses downtown.

Ms. Shaffer asked if there will be deck removal.

Mr. Schwartzhoff indicated there would be. A new observation deck will be built and will include really nice signage that will lift up the community. Trash and recycling receptacles will be included.

MOTION TO ACCEPT AND APPROPRIATE \$150,000 ODNR/RTP TRAILS GRANT WITH AN EMERGENCY CLAUSE made by Ms. Shaffer **SECONDED** by Ms. Rosenberg and **CARRIED** by a voice vote of 5-0.

2. Proposed NOPEC NEC Grant Application (Baker/Hall)

Mr. Ruller stated this is a grant application for a project funded by NOPEC in the amount of \$65,500. There was a series of meetings to discuss the possibilities of these funds. A decision was made to use the funds for the water reclamation boiling upgrade.

Ms. Melanie Baker is asking for Council's approval to accept the NOPEC Energize Community Grant. This year the grant is for \$65,500. This was done in 2018 and 2019 and this will be the first year the funds will all be utilized. It will be used at the Water Reclamation Plant for a boiler upgrade and two return pumps.

MOTION TO APPROVE THE APPLICATION FOR THE NOPEC NEC GRANT WITH AN EMERGENCY CLAUSE made by Mr. Amrhein **SECONDED** by Ms. Rosenberg and **CARRIED** by a voice vote of 5-0.

3. Proposed Housing Rehab Loan Forgiveness (Susel/Jones)

Ms. Bridget Susel received a phone call from the daughter of former owner of a house located at 1501 Franklin Avenue who is in her 80's. In 2016 she sold the home and needed to transition into a Long Term Nursing Facility. The sale occurred with a quick claim deed which means no title search was done at the time of the sale. The owner who bought it is now trying to sell the property. The current potential buyers had a title search done and two loans issued in 1995 were identified and transition to the new owners cannot occur until this matter is dealt with. Mrs. Shanley is on Medicaid and is in a nursing facility. Loans are due at time of sale and there seems to be some confusion regarding these, they were told the loans were actually grants. She is legally responsible, but the City will not be able to recoup any funds, as there is no means for this loan to be settled. Ms. Susel is coming to Council to ask for loan forgiveness to release Mrs. Shanley from the legal liability of this debt service so can file satisfaction of mortgage releasing the loans and allowing the sale of the property.

Mr. Ruller interjected it is not coming from the General Fund monies. This is very specific funds from the revolving loan funds.

Ms. Shaffer asked about the appraised value of the house. Ms. Susel replied she did not look because we cannot go after the house, just the owner because she no longer holds title. There should have been some due diligence done and certain steps should have been taken during the prior sale. The owner should not have offered to purchase the home through a quick claim deed and should have done the title search.

Ms. Shaffer asked if there are ways to prevent this from happening in the future.

Ms. Susel said the loan portfolio dates back to the late 1980's and 99.9 % of transactions go through title search. All mortgages are recorded so that is protection. A private deal that happens such as this is not something that government can protect against.

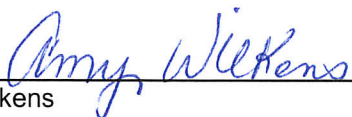
MOTION TO APPROVE the HOUSING REHAB LOAN FORGIVENESS was made by Mr. Sidoti **SECONDED** by Mr. Amrhein and **CARRIED** with a voice vote of 5-0.

4. Proposed 2020 Budget Appropriations Amendment (Hall)

Ms. Rhonda Hall requested Council to approve the amended appropriation submitted in a memo to the City Manager dated February 25, 2020. There is one correction to Fund 136, the amount should be \$100,000.

MOTION TO APPROVE the PROPOSED 2020 BUDGET APPROPRIATIONS AMENDMENT was made by Ms. Shaffer **SECONDED** by Mr. Amrhein and **CARRIED** with a voice vote of 5-0.

Hearing no further business the meeting adjourned at 8:05 p.m.



Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) **Accept and Appropriate the \$150,000 ODNR RTP Trails Grant.**
- 2) **Approve the application for the NOPEC NEC Grant.**

- 3) **Approve the Housing Rehab Loan Forgiveness.**
- 4) **Approve the 2020 Budget Appropriation Amendments.**