



City of Kent
Wednesday, September 7, 2022
City Council Committee Meetings
320 S. Depeyster Street, Kent, OH 44240

AGENDA

6:55 Public Hearing

In accordance with Chapter 1111.01(b)(2) of the Kent Codified Ordinances, notice was given on August 30, 2022, that the Kent City Council will conduct a Public Hearing to allow for public comment on proposed text amendments to the City of Kent Zoning Code.

Board of Control and Council Committee Meetings (Immediately Following Public Hearing)

Call to Order

1. **Committee of the Whole** (Chair Fiala/ Vice-Chair Amrhein)
 - 1.1. Gail Pavliga, District 75, Ohio House of Representatives
 - 1.2. Community Engagement Coordinator Revision and Update (Dave Ruller)
 - 1.3. City Hall Construction Update (Melanie Baker)
 - 1.4. Ordinance Replacement Pages (Hope Jones)
2. **Health and Public Safety Committee** (Chair Amrhein/ Vice-Chair Sidoti)
 - 2.1. University Hospital Med Unit Proposal (Chief Myers)
3. **Land Use Committee** (Chair Ferrara/Vice- Chair Shaffer Bish)
 - 3.1. Zoning Code Updates (Bridget Susel)
4. **Streets, Sidewalks & Utilities Committee** (Chair Sidoti/ Vice-Chair Wallach)
 - 4.1. North Mantua Street Improvements Agreement (Jim Bowling)
5. **Finance Committee** (Chair DeLeone/Vice-Chair Wallach)

5.1. Certifying Tax Rates to County (Rhonda Hall)

5.2. Request for New Utility Billing Software (Rhonda Hall)

5.3. Budget Appropriations Amendment (Rhonda Hall)

6. Executive Session

6.1. To Discuss an Employee's Evaluation and Compensation

Adjourn

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. 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.

TENTATIVE SEPTEMBER 2022 CALENDAR

Visit and subscribe to the online calendar at www.kentohio.org/calendar.aspx

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Labor Day- All Offices Closed	6 3 pm Arch. Rev. Brd. Mtg.	7 7:00 pm Council Committee Mtgs	8 4:00 pm Standing Rock Cemetery Brd	9	10
11	12 5:30 pm Sustainability Commission	13 5:30 pm Board of Health Meeting	14	15	16	17
18	19 5 pm Civil Service Commission Mtg. 7 pm Board of Zoning Appeals	20	21 7:30 pm Reg. Council Mtg	22 5:30 pm Parks & Recreation Mtg.	23	24
25	26	27	28	29	30	

KENT CITY COUNCIL'S PENDING LIST

Administration	Month/Yr.	Motion Made by
Sustainability Comm.: Fending off 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	10/19	Wallach
Design Guidelines Reorganization	6/21	Sidoti
Review of Noise Ordinance Code and Recommendations	9/21	Ferrara
Discussion with Franklin Twp. /sidewalk upkeep during major snow events	1/22	Shaffer Bish

Council Committee	Month/Yr.	Motion Made by
Parameters for low frequency noises-- Health and Public Safety	1/21	Wallach
Proactively addressing race & diversity in Kent-- Committee of Whole	9/20	Wallach
City Flag Redesign- Committee of the Whole	8/21	Rosenberg
Animal Control Equipment Discussion- Health and Public Safety	11/21	Kuhar
Changes in Firework Laws- Health & Public Safety	7/22	Shaffer Bish
Yard Waste Site Policies- Streets, Sidewalks and Utilities	8/22	Ferrara

Updated & Posted August 31, 2022 Amy Wilkens | Clerk of Council | Kent City Council

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LAW DEPARTMENT MEMORANDUM KENT, OHIO

To: Dave Ruller, City Manager
From: Hope L. Jones, Law Director
Date: August 30, 2022
Re: Replacement Pages

Mr. Ruller,

I am requesting Committee time on September 7, 2021 to discuss the yearly update to the Codified Ordinances. The replacement pages have been delivered by our publisher but need a Council vote to become law.

Hope



CITY OF KENT, OHIO

DEPARTMENT OF COMMUNITY DEVELOPMENT

DATE: August 29, 2022

TO: Dave Ruller, City Manager

FROM: Bridget Susel, Community Development Director *BS*

RE: Various Proposed Text Amendments to Zoning Code

The City of Kent's updated Zoning Code was adopted by Kent City Council on June 16, 2021. The comprehensive update to the Zoning Code has been effective at conveying the complexities of zoning regulations in a more understandable and user friendly manner. Over the course of the last year, however, staff has identified some areas in which greater clarity was needed or an error was included in the final document that needs to be corrected.

Staff met with the Planning Commission on June 7, 2022 and August 2, 2022 to discuss the proposed text amendments and the Planning Commission voted unanimously at both meetings to recommend Kent City Council approve the proposed text amendments. Attached is the detail of the various changes. Deleted language is shown in stricken/red language and the addition of new language is shown in blue. In order to more clearly identify which Zoning Code chapters the amendments apply to, the chapter headings are listed in green.

The following chapters incorporate proposed text amendments:

- CHAPTER 1102: DEFINITIONS
- CHAPTER 1103: ZONING DISTRICTS, LAND USE, AND ZONING MAP
- CHAPTER 1106: GENERAL PROVISIONS
- CHAPTER 1107: PARKING, LOADING, AND ACCESS MANAGEMENT
- CHAPTER 1109: SIGNS
- CHAPTER 1110: NONCONFORMITIES
- CHAPTER 1111: ADMINISTRATIVE BOARDS AND COMMISSIONS

I am respectfully requesting time at the September 7, 2022 Council Committee meeting to discuss the proposed amendments recommended by the Planning Commission in greater detail and to request Council approval, with emergency, in order to incorporate the amendments into the City's Zoning Code.

Please let me know if you require any additional information in order to add this item to the September 7, 2022 Land Use Committee agenda. Thank you.

Attachment

Cc: Hope Jones, Law Director
Eric Fink, Assistant Law Director
Tim Sahr, Development Engineer
Kailyn Cyrus, Development Planner
Amy Wilkens, Clerk of Council

CHAPTER 1102: DEFINITIONS

(20) Bar, Tavern, Night Club or Saloon: An area primarily devoted to the sale and serving of alcoholic beverages and in which the service of food is only incidental to the consumption of such beverages.

~~**(34) Business, Commercial Entertainment:** A facility for any profit-making activity which is generally related to providing entertainment such as theaters, carnivals, nightclubs, cocktail lounges, and similar entertainment activities, but excluding sexually-oriented businesses.~~

(34) Business, Non-retail: Commercial establishments that provide medical care services, personal care services, or specialized professional services on an appointment or walk-in basis, including, but not limited to:

- Physicians, dentists, orthodontists, optometrists, physical therapists, chiropractors, or any similar medical personnel who provide treatment and examination of patients solely on an outpatient basis, provided that no patients are kept on the premises overnight;
- Beauty salons, barber shops, tattoo parlors, indoor movie theaters, dry cleaning services, mailing/shipping, copying, printing, small appliance or furniture repair, or similar activities, but excluding sexually-oriented businesses;
- Professionals offering services in an area of specialty, including but not limited to, accounting services, legal services, banking/financial services, real estate, insurance, engineering, or architectural services.

~~**(35) Business, Medical Professional Office:** Services provided by medical professionals on an appointment or walk-in basis including, but not limited to:~~

- Physicians;
- Dentists, orthodontists;
- Physical therapists, chiropractors;
- Optometrists;
- Similar medical personnel who provide treatment and examination of patients solely on an outpatient basis, provided that no patients are kept on the premises overnight.

~~**(36) Business, Personal Service:** Commercial establishments that provide personal services on an appointment or walk-in basis including, but not limited to:~~

- Beauty salons, barber shops, tattoo parlors;
- Dry cleaning, alterations, shoe repair services;
- Mailing/shipping, copying, printing services;
- Small appliance repair, furniture repair;
- Other similar activities, but excluding sexually-oriented businesses.

~~(37) Business, Professional Office: Services provided by professionals, typically licensed or certified in an area of specialty, on an appointment or walk-in basis including, but not limited to:~~

- ~~• Accounting services;~~
- ~~• Legal services;~~
- ~~• Banking, financial services;~~
- ~~• Real estate, insurance services;~~
- ~~• Engineering, architectural services.~~

~~(45) Commercial Entertainment Facilities: See “Business, Commercial Entertainment.”~~

(167) Open Space, Usable: The required portion of a lot, ~~excluding the required setback areas~~, which is unoccupied by principal or accessory buildings and available to all occupants of the building for use for recreational and other leisure activities normally carried on outdoors. Open space calculation can include required rear and side yard setback areas as long as such areas are maintained as green space and/or incorporates amenity(s) associated with outdoor recreation and leisure purposes. Open space must ~~should~~ be unobstructed to the sky and must not include any driveways or off-street parking and loading areas. See [hyperlink to Figure 9](#)

CHAPTER 1103: ZONING DISTRICTS, LAND USE, AND ZONING MAP

- **SECTION 1103.21: ~~I-R: INDUSTRIAL RESEARCH AND OFFICE DISTRICT~~**
R-T-O: RESEARCH, TECHNOLOGY, AND OFFICE DISTRICT
(The zoning district name change will be applied throughout the Zoning Code so R-T-O will be substituted for I-R.)
- **SECTION 1103.21: (E) Dimensional Regulations:** Lot and Building Height Standards
Max. Building Height ~~45 ft.~~ 50 ft.
- Delete from “Permitted Principal Uses” Section 1103.22 (B) ~~12. Storage Units and Storage Locker Facilities~~
Note: This is a “Conditionally Permitted Use” and is correctly listed under Section 1103.22 (C).

CHAPTER 1106: GENERAL PROVISIONS

SECTION 1106.09 (B) Shrubs and other landscape features permitted within this Code may be permitted in the clear vision triangle area provided that they are trimmed and maintained so that they are not more than thirty (30) inches above grade and ~~must not extend into the right-of way~~.

SECTION 1106.11: OUTDOOR SWIMMING POOLS

Public or private in-ground or above ground swimming, wading or other pools ~~containing one and one-half (1 ½) feet~~ capable of a water depth of more than 24 inches are considered structures for the purpose of permits. The following restrictions apply to such structures as defined above:

- (A) Such structure must not be located within a front or side yard area.
- (B) Such structure must not be located closer than fifteen (15) feet to any side or rear property line.
- (C) Every such structure must be completely ~~surrounded~~ enclosed by ~~a wall or~~ fence or other permanent barrier not less than four (4) feet in height, measured from the ground, and compliant with the Ohio Building Code, as amended. Such fence will not have poles, openings or gaps larger than four (4) inches in any dimension. All fence access doors and gates must be equipped with working locking devices so as to prevent unauthorized intrusion.
- (D) ~~An accessory building may be located within or directly contiguous to such enclosure. Any such building which is not completely located within the confines of the enclosure must comply with any and all other applicable sections of this Code.~~ A pool access gate(s) must open outward from the pool, must be self-closing and have a self-latching device equipped to accommodate a locking device.
- (E) ~~Any a~~ Above ground pools that ~~are~~ is four (4) feet or more above surface grade with a removable ladder or which has a lockable barrier around the ladder or access stairs, is exempt from the permanent barrier requirement in Section 1101.01 (C). ~~are required to have a fence or gate at all points of access to the pool such as from a deck, ladder, or stairs.~~ Non-removal ladders must have a barrier around the ladder and have a self-latching device equipped to accommodate a locking device.

SECTION 1106.12: FENCES AND WALLS

Fences and walls are permitted in a yard or along the edge of any yard provided:

- (A) **Fences and walls.** No fence or wall in a front yard area exceeds four (4) feet in height in front of the primary structure.
 - (1) Fences or walls extending along any side or rear property lines must not exceed a height of six (6) feet above the grade.
 - (2) ~~Informal plantings~~ Shrubs and other landscape features may be higher than six (6) feet along any side, rear or front property line, but any such plantings must be well maintained, not extend into the right-of-way, and must not be hazardous or disturbing to existing or future abutting uses.
 - (3) All fences, walls, and barriers (collectively referred to as a fence) of any nature or description must conform to the following:
- (B) **Permit and Approving Authority.** The erection, construction or alteration of any fence or wall requires a permit and must be approved by the Zoning Inspector for compliance with the provisions of this Code.

(1) The Community Development Director may in his/her sole discretion, determine what qualifies as fencing and/or waive the permit fee. Factors to be considered prior to waiving the permit fee include, but are not limited to:

- (a) The fence is designed to delineate the location of a driveway;
- (b) The fence is a single panel primarily designed for privacy;
- (c) The replacement or repair of an existing fence with one of similar size and material;
- (d) The fence is primarily designed to provide screening for garbage containers, recycling containers, or a rainwater collection system;
- (e) Any other factor deemed relevant by the Community Development Director;
- (f) A vegetative fence, such as arborvitae or a row of pine trees, does not require a permit.

(C) Clear Vision Triangle Area. Walls, ~~and~~ fences, and informal plantings must be in compliance with [1106.09 \(hyperlink\)](#).

(D) Maintenance. Walls and fences must be maintained in good condition. Rotten, crumbled, or broken material or compound must be replaced, repaired, or removed.

(E) Orientation of Finished Side. ~~Where a fence or wall has a single finished or decorative side, it must be oriented to face outward toward adjacent parcels or road rights-of-way (i.e., away from the interior of the lot to which the fence or wall is associated).~~ Any solid fence must be installed so that the finished side presents (faces) the abutting property(s) and/or road right-of-way. Finished side is defined as the side without any visible supports and/or brackets.

(F) Security Fencing. Unless explicitly permitted elsewhere in this Code, barbed wire, spikes, nails, or any other sharp instrument of any kind are prohibited on top of or on the sides of any fence, except that barbed wire cradler may be placed on top of fences enclosing public utility buildings or equipment in any district. Electric fences and similar energized fences that could cause injury are prohibited, except that low voltage fences are permitted on a commercial farm that meets all of the requirements of the Ohio Right to Farm Law. This Section does not apply to underground invisible fences designed for household pets. The Planning Commission may permit barbed wire, spikes, nails, or any other sharp instrument on top of or on the sides of a fence in the I-R, and I Districts, provided the Planning Commission determines that the barbed wire, spikes, nails, or other sharp instrument is necessary for the safety and security of the site.

(G) Maximum Height. No fence or wall hereafter erected may be in excess of six (6) feet in height above the grade of the surrounding land, except that the Planning Commission may approve a height of up to eight (8) feet if the Planning Commission determines that a higher fence is necessary for the safety and security of the site based on the use of the site or any use of an adjoining site.

(H) Fence Material and Design. A fence must be constructed of a material or compound customarily manufactured for such a purpose, including, but not limited to pressure treated wood, vinyl, galvanized and/or coated chain link, or ornamental metal. The use of scrap lumber, plywood, snow fence, chicken wire, wood pallet, plastic material less than 1", tarp, or other unapproved material is prohibited.

CHAPTER 1107: PARKING, LOADING, AND ACCESS MANAGEMENT

SECTION 1107.15 DRIVEWAYS.

Driveways ~~may~~ must comply with the following:

(a) Not exceed twenty-four (24) feet in width;

(b) ~~and~~ Must be of equal width from the traveled portion of the public or private road right-of-way to the driveway terminus ~~of the improved area~~.

~~(a)~~ (c) In R-1, R-2, R-3, R-3A and R-4 Zoning Districts, driveways must not exceed forty percent (40%) of the total required front yard on the lot.

~~(b)~~ (d) An applicant may seek a zoning permit from the Community Development Department if the applicant is only seeking to expand the width of the driveway at the terminus only in order to service a multicar garage.

~~(e)~~ (e) In R-1, R-2, R-3, R-3A, and R-4 Zoning Districts, an applicant may seek a zoning permit from the Community Development Department if the applicant is only seeking to install a "bump-out" or "turn-around" in the applicant's driveway.

~~(d)~~ (f) The Community Development Department is not obligated to grant such a zoning permit requested under Section 1107.15(b) or Section 1107.15(c) and must review

applications in accordance with any standards set forth by the Community Development Director. If an application is denied, the applicant may seek a variance.

CHAPTER 1109: SIGNS

SECTION 1109.07: EXEMPT SIGNS.

- (I) Electronic menu and order summary boards primarily visible to the person(s) placing an order in a drive-thru lane.

SECTION 1109.08 PROHIBITED SIGNS.

- (F) Any sign, structure, support, or frame that was previously part of an on-premise commercial sign, but no longer supports or contains a sign relating to a commercial activity, business, or usage on the premises, which has been discontinued for ~~one hundred eight (180) days~~ at least ninety (90) days must be removed in accordance with Section 1109.165 (hyperlink) or brought into compliance with this Chapter.

SECTION 1109:10(C) Wall Signs. Amend the maximum area in the table from the current two (2) square feet per linear foot of building frontage to “one (1) sq. ft. per linear foot of building frontage to a maximum of sixty (60) square feet” (applies in the C, C-D, N-C, IC-R and C-R Zoning Districts).

SECTION 1109:10(D) Wall Signs. Amend the maximum area in the table from the current two (2) square feet per linear foot of building frontage to “one (1) sq. ft. per linear foot of building frontage to a maximum of sixty (60) square feet” (applies in the I-R (to be amended to R-T-O) and I Districts).

CHAPTER 1110: NONCONFORMITIES

SECTION 1110.05 (E): Previously Approved Construction. Nothing in this Code prohibits the completion of construction and use of a nonconforming structure for which a zoning permit was issued prior to the effective date of this Code, or any amendment thereto, provided that the occupancy permit is obtained within ~~four (4)~~ two (2) years of the Planning Commission granting the site plan approval.

SECTION 1110.06 (D) Discontinuance or Abandonment. In the event a dispute over the lapse of a nonconforming use arises, a presumption is hereby created that a lapse has occurred. The individual or entity claiming the nonconforming use then bears the burden of proving the use has been continuous by a preponderance of the evidence. Continuous use is defined as no interruption of use for more than two (2) consecutive calendar years.

CHAPTER 1111: ADMINISTRATIVE BOARDS AND COMMISSIONS

SECTION 1111.01 (A)(2) Maintenance of Records.

(d) Zoning Code and Text Amendments. An original or master copy of the Code must be retained by the Community Development Department, maintained current with amendments, and must be available to the public. All revisions or amendments must be incorporated into the original master text within a period of two (2) weeks from the effective date of the revision or amendment. Copies of each revision or amendment must be retained.

(e) Zoning Map and District Amendments. The original or master of the Zoning Map must be retained by the Community Development Department, maintained current with amendments, and must be available to the public. All revisions or amendments must be incorporated on the master map within a period of two (2) weeks from the effective date of the revision or amendment.

Section 1111.01 (B)(2) Procedures for Zoning Code Text Amendment Public Hearings.

SECTION 1111.01(4): Zoning Permit Expiration. The Zoning Permit becomes void at the expiration of ~~one (1)~~ two (2) years after the date of issuance, unless construction has begun. If no construction is started within ~~one (1)~~ two (2) years of the date of the Permit, a new permit is required and reapplication must be made.

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling *JSB*

DATE: August 31, 2022

RE: North Mantua Street Improvements Agreement

The Service Department is requesting City Council's approval to execute the attached North Mantua Street Improvements Agreement. The agreement is between the City, Kent City School District and The Davey Tree Expert Company and its goal are to address the existing needs along North Mantua Street near Roosevelt High School. The existing needs include the following:

- Improve Pedestrian Facilities and Safety including:
 - Improved Pedestrian Crossings at the High School and Riverbend Boulevard
 - Wider sidewalks and tree lawns to for the large groups that regularly use the area
- Reduce higher vehicular speeds along the corridor
- Improve ingress to and egress from:
 - Riverbend Boulevard
 - Roosevelt High School northern entrance
 - Davey Tree Company
- Replacement and Upgrade of the existing signal at Roosevelt High School

The funding required for this agreement would be included in the upcoming capital plan.

We appreciate your consideration of this request.

C: Melanie Baker
Rhonda Hall
Rhonda Boyd
Hope Jones

NORTH MANTUA STREET IMPROVEMENTS AGREEMENT

**THE DAVEY TREE EXPERT COMPANY
KENT CITY SCHOOL DISTRICT
AND
CITY OF KENT**

**ALL PARTIES BEING IN THE COUNTY OF PORTAGE,
STATE OF OHIO**

This Agreement, dated _____ 2022, is an agreement made and entered into between The Davey Tree Expert Company (“Davey”), Kent City School District (“School District”) and the City of Kent, Ohio, duly formed under the laws of the State of Ohio (“City”).

WITNESSETH:

WHEREAS, Davey is constructing a new Science and Learning Campus focused on specialized training and research facilities on the east side of North Mantua Street across North Mantua Street from Davey’s Main Campus in the City; and

WHEREAS, Davey desires to improve vehicular and pedestrian access to both the Main Campus and the new Science and Learning Campus by aligning the entrances to intersect North Mantua Street at one intersection; and

WHEREAS, the City desires to improve safety and reduce congestion for vehicles turning left from River Bend Boulevard onto North Mantua Street; and

WHEREAS, the City and School District desire to provide a safe pedestrian crossing of North Mantua Street at River Bend Boulevard in conjunction with Roosevelt High School and a future bike and hike trail in the area; and

WHEREAS, the City and School District desire to upgrade the existing signalized intersection and pedestrian crossings located at the intersection of North Mantua Street and the Roosevelt High School entrance; and

WHEREAS, the City desires to improve the aesthetics entering the City on North Mantua Street; and

WHEREAS, the City has begun an investigation to determine the transportation needs and potential alternates on North Mantua Street from the Roosevelt High School entrance to the Davey Science and Learning Campus, herein referred to as the “Project Area”.

NOW THEREFORE, The Parties commit to collaborate and partner to initiate a corridor project, hereinafter called the “Project”, that will require planning, detailed design and the pursuit of funding for the potential right-of-way acquisition and construction of improvements in the Project Area. The goal is to improve the facilities for all users of the corridor. At this time each party agrees to the following:

City:

- Manage the Project from planning through construction, including design and potential right-of-way acquisition.
- Jointly with Davey and the School District, select a consultant to assist in the planning and design process.
- Hire the consultant selected by the parties.
- Undertake the planning and design of the Project in a workmanlike manner.
- Fund 50% of the consultant’s services, up to \$400,000.
- Invoice Davey for their share of the consultant’s services as defined below.
- Provide the primary coordination with the Ohio Department of Transportation (ODOT) for the Project.
- Pursue outside funding for the completion of the project.

Davey:

- Jointly with the City and the School District, select a consultant to assist in the planning and design process.
- Undertake the planning and design of the Project in a workmanlike manner.
- Shall be active in the development and review of the preliminary alternatives, the selection of the preferred alternative, review of the detailed design plans and attendance and participation at regular project meetings.
- Reimburse the City 50% of the consultant’s services, up to \$400,000.
- Donate the permanent and temporary right-of-way located on Davey property as determined as part of the design process. up to 3.4 acres of permanent right-of-way.

School District:

- Jointly with the City and Davey, select a consultant to assist in the planning and design process.
- Shall be active in the development and review of the preliminary alternatives, the selection of the preferred alternative, review of the detailed design plans and attendance and participation at regular project meetings.
- Convey the permanent and temporary right-of-way located on School District property as determined as part of the design process, up to 0.8 acres of permanent right-of-way.
- This agreement does not require any out-of-pocket costs for the School District.

In witness whereof, the Parties hereto have agreed and offered their hands and seals:

CITY OF KENT

Approved and Accepted by:

Dave Ruller
City of Kent, City Manager

Date: _____

Witness: _____

Approved as to Form:

Hope Jones
City of Kent, Law Director

Date: _____

Certificate of Director of Budget and Finance

It is hereby certified that the amount four hundred thousand dollars (\$400,000) required to meet this commitment has been lawfully appropriated or authorized or directed for such purpose and is in the City Treasury or in the process of collection to the credit of the Capital Fund (301) free from any obligation or certificates now outstanding.

Rhonda Hall, Director of Budget and Finance

Date

THE DAVEY TREE EXPERT COMPANY

Approved and Accepted by:

Name:
Title:

Witness: _____

Date: _____

KENT CITY SCHOOL DISTRICT

Approved and Accepted by:

George Joseph
Superintendent

Witness: _____

Date: _____



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: August 16, 2022
Re: Request Council Resolution to Certify Amounts and Rates for 2023

Please find attached a draft resolution accepting the amounts and rates of the City's various tax levies as determined by the Portage County Budget Commission, and further authorizing the necessary tax levies and certifying them to the Portage County Auditor. This is a recurring process that is required by Ohio Revised Code, Sections 5705.34 & 5705.35 to be submitted to the County Auditor before October 1st of each year.

I am respectfully requesting City Council's approval of this resolution as an authorized agenda item at the September 7, 2022 City Council Meeting.

Thank you in advance for your support of this request and the action being sought. Should there be any questions regarding this matter I would certainly be happy to respond accordingly.

RESOLUTION NO. 2022-xxx

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY
THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX
LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR
(CITY COUNCIL)**

Revised Code, Secs. 5705.34 & 5705.35

The Council of the City of Kent, Portage County, Ohio, met in
Regular session on the 21st day of September, 2022 at the
office of Kent City Council with the following members present:

Mr. _____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2023 ;
and

WHEREAS, The Budget Commission of Portage County, Ohio has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Council of the City of _____, Portage County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Rev. Code Sec. 5705.34 & 5705.35

Office of the Budget Commission, Portage County, Ravenna, Ohio

To the Taxing Authority of:

KENT CITY

SCHEDULE A

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED
BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	AMOUNT APPROVED BY BUDGET COM- MISSION INSIDE 10 M. LIMITATION	AMOUNT APPROVED BY BUDGET COM- MISSION OUTSIDE 10 M. LIMITATION	COUNTY ESTIMATE RATE TO INSIDE 10 M. LIMIT	AUDITOR'S OF TAX BE LEVIED OUTSIDE 10 M. LIMIT
	Column I	Column II	III	IV
General	\$ 1,644,166	\$ 328,603	3.6 & 0.9	1.16
Police Pension	141,554		0.30	
Fire Pension	141,554		0.30	
West Side Fire Station		258,576		0.73
Recreation		1,190,208		3.45
TOTAL	\$ 1,927,274	\$ 1,777,387	4.2 & 1.5	5.34

\$3,704,661

COUNTY AUDITOR'S ESTIMATE

\$471,845,460

COUNTY AUDITOR'S ESTIMATE Kent City	OF RATE IN MILLS Field LSD	Kent CSD
LEVIES INSIDE OF 10 MILL	LIMITATION	
County	2.00	2.00
City	1.50	4.20
School	6.50	3.80
JVS		
TOTAL:	10.00	10.00
LEVIES OUTSIDE OF 10 MILL	LIMITATION	
County	12.12	12.12
City	5.34	5.34
School	58.93	105.81
JVS	4.00	0.00
Library	0.00	1.80
Portage Park District	0.50	0.50
TOTAL:	80.89	125.57
TOTAL LEVIES:	90.89	135.57

Tax estimates as they will appear on the 2023 Official Certificate of Estimated Resources.

General Fund	\$ 1,972,769
Police Pension	141,554
Fire Pension	141,554
Westside Fire Station	258,576
Recreation	<u>1,190,208</u>
Tax Revenue Estimate	\$ <u>3,704,661</u>

SCHEDULE B

LEVIES OUTSIDE 10 mill limitation

Levy Purpose	Date of Vote & Duration of Levy		Maximum Rate Authorized to be Levied	County Auditor's Estimate of Yield of Levy
General	03/17/20	5 years	1.16	\$ 328,603
West Side Fire Station	11/03/20	5 years	0.73	258,576
Recreation	11/03/15	Cont	1.00	354,214
Recreation	11/03/15	Cont	0.43	152,312
Recreation	11/03/09	Cont	0.50	178,064
Recreation	11/07/06	Cont	1.52	505,618

and be it further RESOLVED, That the Clerk of this Council be, and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Mr. _____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. _____ , _____

Mr. _____ , _____

Mr. _____ , _____

Mr. _____ , _____

Mr. _____ , _____

Mr. _____ , _____

Mr. _____ , _____

Mr. _____ , _____

Mr. _____ , _____

Adopted the _____ day of _____, _____

President of Council

Clerk of Council

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio, Portage County.

I, _____, Clerk of the Council of the City of _____,
in said County, and in whose custody the Files and Records of said Council are required by the
laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from
the original _____

now on file, that the foregoing has been compared by me with said original document, and that the
same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, _____

Clerk of Council

Portage County, Ohio

City

RESOLUTION ACCEPTING THE
AMOUNTS AND RATES AS DETERMINED
BY THE BUDGET COMMISSION AND
AUTHORIZING THE NECESSARY TAX
LEVIES AND CERTIFYING THEM TO THE
COUNTY AUDITOR.

(City Council)

Filed _____, _____

County Auditor



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: August 15, 2022
Re: Request for New Utility Billing Software

Dave,

I would like to request time at the September 7, 2022 Committee Meeting to request Council's approval of a new Utility Billing Software program – Civica Authority Utility. We have determined the current billing software is out of date and is difficult and time consuming to extract information from for the utility billing, engineering, and other departments. We took a look at 3 vendors: MuniLink, Civica Authority Utility and New World Utility Billing. We had all 3 vendors perform demos of their products, and not only did we include Utility Billing and Budget & Finance personnel in those demos, we also included Melanie Baker, Jim Bowling, Rhonda Boyd, Cori Finney and Cathy Wilson in those demos since they too will be using the program. We collectively felt that New World Utility Billing was not user friendly and since we now know that they are no longer taking on new customers, we quickly eliminated them from the running. Once we determined that the two vendors would be Civica Authority Utility and MuniLink, we received quotes from both and I have completed an analysis, attached, to show that Civica Authority Utility is much more cost effective for the City. Another benefit of Civica Authority Utility is that we can expand our services with them to include both the Finance and Payroll programs when and if New World stops supporting our current products. MuniLink is a stand along service for Utility Billing only, which is similar to what we currently have and would prefer not to have for our next program. I have also attached the quote from Civica Authority Utility that will give information for the project and what is included. Thank you for your consideration.

City of Kent
Cost Comparison of CMI vs MuniLink
For the Year Ending 2022 and Next 15 Years

	One-Time Implementation	Yr 1 Annual Fees	Yr 2 Annual Fees	Yr 3 Annual Fees	Yr 4 Annual Fees	Yr 5 Annual Fees	5-Year Total	10-Year Total	15-Year Total
CMI	\$ 107,006.00	\$ - 12,525.00	\$ - 12,525.00	\$ - 12,525.00	\$ - 12,525.00	\$ - 12,525.00	\$ 107,006.00 62,625.00	\$ 107,006.00 137,465.86	\$ 107,006.00 237,619.82
Total Cost of CMI for 5, 10, 15 Years							<u>\$ 169,631.00</u>	<u>\$ 244,471.86</u>	<u>\$ 344,625.82</u>
Average Monthly Fee for 5, 10, 15 Years							<u>\$ 2,827.18</u>	<u>\$ 2,037.27</u>	<u>\$ 1,914.59</u>
MuniLink	\$ 18,000.00	\$ - 31,800.00	\$ - 32,595.00	\$ - 33,409.88	\$ - 34,245.12	\$ - 35,101.25	\$ 18,000.00 167,151.25	\$ 18,000.00 361,968.53	\$ 18,000.00 600,301.59
Total Cost of MuniLink for 5, 10, 15 Years							<u>\$ 185,151.25</u>	<u>\$ 379,968.53</u>	<u>\$ 618,301.59</u>
Average Monthly Fee for 5 Years							<u>\$ 3,085.85</u>	<u>\$ 3,166.40</u>	<u>\$ 3,435.01</u>
Savings									
Monthly Savings of CMI over MuniLink							<u>\$ 258.67</u>	<u>\$ 1,129.14</u>	<u>\$ 1,520.42</u>
Total Savings of CMI over MuniLink							<u>\$ 15,520.25</u>	<u>\$ 135,496.66</u>	<u>\$ 273,675.76</u>
Sunguard	Reduction of Fees	(21,659.28)	(22,742.24)	(23,879.36)	(25,073.32)	(26,326.99)	(119,681.19)	(272,428.10)	(467,376.15)
Net Cost Increase (Savings) of CMI with the removal of Sunguard							<u>\$ 49,949.81</u>	<u>\$ (27,956.23)</u>	<u>\$ (122,750.33)</u>

Note - CMI - Annual fees for year 1 - 5, no increase then we have a 6% increase each year thereafter.

MuniLink - Estimated annual fees for years 1-5 have a 2.5% increase, years 6-10 have a 3.5% increase and years 11-15 have a 4.5% increase.

Sunguard - Estimated a 5% fee increase annually, based on previous years.



52 Hillside Court
Englewood, OH 45322

Authority Utility w/Easy Pay

City of Kent

August 5, 2022

Rhonda Hall
r.hall@kent-ohio.org
330.678.8100

Authority Transformation Roadmap

Your Existing Software	Civica Authority Product
Sungaurd	Authority Utility with Easy Pay

Civica Authority Utility
Here are a few of the tools that make Authority Utility so meaningful to the end user: ▪ Lockbox Processing ○ Color-coding helps you easily find exceptions ○ The 'Edit' function allows you to quickly get past customer data entry issues ▪ Searching ○ 'Type Ahead' enables quicker searching by auto-filling the rest of your search as you type ○ Advanced Find allows you to add multiple criteria to your search to find exactly what you're looking for ○ Export to Excel capability ▪ Automated Meter Reading (AMR) ○ Front-end Meter Data Fields improve integration with AMR systems ○ File transfer definitions can be quickly customized ○ Easily handles differences in meter resolution and units of measure ○ Readings are preserved for history ▪ Interface Capability ○ Seamlessly integrates with your existing software and business partners, such as: ▪ General Ledger ▪ Bank Lockbox ▪ Cash Receipting ▪ Departmental Invoicing ▪ Printing Services ▪ GIS Integration
Civica Authority Easy Pay
Civica's Authority Easy Pay is the easiest way for your customers to pay their utility bills. Customers can choose from a variety of payment options such as ACH, debit/credit card via text, phone or on-line. Benefits include: • Customers choose their own method of payment • Registration not required as the guest payment option allows for quick access to their utility bill • Increased speed and volume of collections • Reduced customer service workload • Improved security Reduce shut offs through proactive reminders

Software Cost Schedule

Software	License Fees (A)	Service Amount (B)	2023 Annual Fee (C)
Authority Utility – NEW	\$44,075	\$48,600	\$12,300
Authority Easy Pay – NEW	\$1,031	\$5,500	\$225
Bronze Data Conversion Package – (D)	N/A	\$7,800	N/A
Total	\$45,106	\$61,900	

Software Footnotes

A	License fees means the Initial License Fees and the incremental Annual Fees for any new products, if applicable, at the Authority rate through December 31, 2022.
B	Standard implementation services have been included for this project. These fees do not include non-standard services, custom enhancements, or modifications to the program listed. Any non-standard requests from the customer will require a change order addendum and additional costs may be incurred by the customer at the then current Civica daily rate.
C	Annual fees are required for all Civica software and provide for annual renewal of the software license and software updates. The annual fees also include remote technical software support and updates 8:00 AM to 5:00 PM Monday through Friday EST, except on scheduled Civica Holidays. Annual Fee is fixed for 5 years until January 1 st , 2028.
D	Bronze Data Conversion Package includes: • Customer enters all data into Civica Data template spreadsheet • 3 rounds of conversion execution completed by Civica • 2 rounds of data cleanup to be completed by the customer • 1 final round of data validate and sign off by customer • Maximum historical data – Finance 7 years; Payroll 7 years; Utility 2 years plus open balances

Hardware & Managed Services Schedule

#	Description	Note	Quantity	Price	Extended Price
1	Application Server	A	1	3 rd Party	3 rd Party
2	UPS APC Smart-UPS	B	1	3 rd Party	3 rd Party
	Subtotal Hardware				\$0
3	Remote VPN System Access for Civica	C	1	3 rd Party	3 rd Party
4	Authority Server	D	1	Optional	Optional
5	System Restore Support	E	1	Optional	Optional
	Subtotal Managed Services				\$0
	Total				\$0

Please see hardware & managed services footnotes on the following page

Hardware & Managed Services Footnotes

A	Recommended Specifications:	
	Operating System	Windows Server 2016 Server Standard or higher
	Processor	Intel Xeon 2.0GHz Quad Core or Better
	Memory Capacity	64GB
	Hard Drives	(2) 4TB Storage Drives in a RAID 1 (Mirrored) Additional storage may be required for document management products including DocuScan and Authority RMS
	Removable Storage	LTO Tape Drive or External Device (with backup software)
	Data Platform	Microsoft SQL Server 2019 Standard
	Manufacturer's Warranty	Standard Manufacturer's Warranty
*	Civica will attempt to configure your new and existing peripheral devices but cannot ensure compatibility in the new operating environment.	
B	Civica recommends a smart UPS on all servers. This device safely shuts down the system in the event of a prolonged power outage and guards against power surges.	
C	Internet access to the host machine via VPN and/or RDP connectivity for Civica is required.	
D	Authority Server provides for help desk support for the host machine, including problem analysis, preliminary diagnostic support and troubleshooting, as well as help desk support for the network infrastructure that supports the hardware system used to run the Civica software and LAN (Local Area Network) configuration and troubleshooting. In addition, the pro-active, comprehensive support includes: > Civica services needed because of viruses and/or spyware > Installation of virus/spyware protection software should the customer not already have up-to-date protection software installed > Assistance with installation of new devices/software/components > Systems and network monitoring > Backup monitoring > Backup and restore management of files > Low disk space alerts, as well as numerous other system alerts > Patch management > Defrag and temp file cleanup > Status reports upon request	
E	The System Restore Support (SRS) annual support coverage provides for the following on-site or remote services by Civica during its normal business hours (Monday through Friday, 8:00AM to 5:00PM) and is for up to 7 hours at regular time: > Re-installations and re-configuration services prompted by hardware failures. > Reloads of operating systems and data prompted by hardware failures of server components.	

Project Cost Summary

Description		Cost
<u>Software (Incremental Annual Fee Included)</u>		
Software		\$45,106
Professional Services		\$61,900
Total Year One Cost With Discount		\$107,006

NOTES

- 1. Pricing valid until September 30, 2022
- 2. Civica Standard Terms & Conditions apply.
- 3. Terms of payment are 100% due at invoice



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: August 29, 2022
Re: FY2022 Appropriation Amendment #6

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

Fund 001 – General

Increase \$ 25,000 Health / Other (O&M) – Appropriation for funding the FY22 EPA Mosquito Grant per J. Seidel 8/3/22 memo.

Fund 138 – ARPA

Decrease \$ (1,400,000) ARPA / Capital – Reduce appropriation for the Final Clarifier Rehab Projects per J. Bowling 8/23/22 memo.
Decrease (83,700) ARPA / Capital – Reduce appropriation for the postponed WFT – Motor Control Center Replacements per J. Bowling 8/23/22 memo.
Increase 83,700 ARPA / Capital – Appropriation for the Rehabilitation of the #1 Primary Clarifier per J. Bowling 8/23/22 memo.

Fund 201 – Water

Increase \$ 50,000 Water / Capital – Appropriation for the installation and training of a Utility Billing Software Program per B. Huff 8/19/22 memo.
Increase 150,000 Water / Capital – Appropriation for add'l funding to complete the repairs to the Fairchild Tank per J. Bowling 8/12/22 memo.
Increase 100,000 Water / Capital – Appropriation for add'l funding to replace the watermain on Riverside Court per J. Bowling 8/17/22 memo.

Fund 202 – Sewer

Increase \$ 50,000 Sewer / Capital – Appropriation for the installation and training of a Utility Billing Software Program per B. Huff 8/19/22 memo.

Fund 205 – Solid Waste

Increase \$ 12,500 Solid Waste / Capital – Appropriation for the installation and training of a Utility Billing Software Program per B. Huff 8/19/22 memo.

Fund 208 – Storm Water

Increase \$ 12,500 Storm Water / Capital – Appropriation for the installation and training of a Utility Billing Software Program per B. Huff 8/19/22 memo.

Continued

Fund 301 – Capital

Increase	\$ 30,000	Capital / Srv. Capital Fac – Appropriate add'l funding for the SR59 alternative Transportation Improvements Project per J. Bowling 8/5/2022 memo.
Decrease	(233,072)	Capital / Srv. Capital Fac – Reduce appropriations for the over appropriated ODOT N Mantua Project (PID#11270) per J. Bowling 7/11/2022 memo.
Decrease	(260,000)	Capital / Srv. Capital Fac – Reduce appropriations for the postponed Gougler/River Streets Improvement Project per J. Bowling 8/8/2022 memo.
Decrease	(180,000)	Capital / Srv. Capital Fac – Reduce appropriations for the postponed Alley 8/Alley 10/Parking Lot Improvement Project per J. Bowling 8/9/2022 memo.



KENT HEALTH DEPARTMENT

201-G EAST ERIE STREET, KENT, OHIO 44240 (330) 678-8109 FAX (330) 678-2082

KENT CITY HEALTH DEPARTMENT APPROPRIATIONS REQUEST

To: Rhonda Hall, Finance Director
From: Joan C. Seidel, Health Commissioner
Date: August 3, 2022
RE: Appropriations for EPA Grant

The Health Department respectfully requests appropriations from the FY22 EPA Mosquito Grant, totaling \$25,000.00 (Receipt# 198981, Deposit #6322) be allocated in the following manner:

\$10,000.00 to Accounts for Professional Services line 00-02-520-201.7340
\$15,000.00 to Accounts for Operating Materials line 00-02-520-201.7420

Respectfully submitted,

Joan C. Seidel MA, BSN, RN, CIC, FAPIC
Health Commissioner

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: August 23, 2022

RE: Final Clarifiers Rehabilitation – Appropriations Reduction Request

The Service Department is requesting to reduce the appropriations from the ARPA Fund (Fund 138) for Phases 1 & 2 of the Final Clarifiers Rehabilitation Project by \$1,400,000. The bids received for the project were significantly under the opinion of probable construction costs (OPCC) for the contract. This is in part due to the fluctuations in material and construction costs, as significant price increases were assumed in the OPCC.

Please let me know if there are any questions.

c: Melanie Baker
Brian Huff
Cori Finney
Bill Schesventer
Cathy Wilson

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling

DATE: August 23, 2022 JSB

RE: Appropriations Modification Request – ARPA Fund (138)

The Service Department is requesting to modify the appropriations from the ARPA Fund (Fund 138) to reflect a change in priorities at the Water Reclamation Facility. The modifications include:

- Reduce Appropriations for the WRF – Motor Control Center Replacements by \$83,700
- Increase Appropriations for the Rehabilitate #1 Primary Clarifier by \$83,700

The above reflects a \$0 change in appropriation for the ARPA Fund.

Please let me know if there are any questions.

c: Melanie Baker
Brian Huff
Cori Finney
Bill Schesventer
Cathy Wilson



CITY OF KENT, OHIO
DEPARTMENT OF BUDGET AND FINANCE

To: Rhonda C. Hall, CPA, Director of Budget and Finance

From: Brian Huff, CPA Controller

Date: August 19, 2022

Re: Appropriation Amendment Needed

Brian Huff

An amendment to appropriations in funds 201, 202, 205, and 208 are being requested due to an upcoming purchase of new utility billing software. The current system is out-of-date and is constantly experiencing downtime and is very difficult to obtain the needed data. The new software will be easier to use and can potentially save money on future support costs and possibly help us better identify billing issues. Please appropriate \$125,000, divided as follows: 201-07-550-724-7630 \$50,000, 202-07-550-724-7630 \$50,000, 205-07-550-724-7630 \$12,500, and 208-07-550-724-7630 \$12,500. Thank you!

Brian Huff

Brian Huff, Controller

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: August 12, 2022

RE: Fairchild Tank Emergency Repairs – Appropriations Request

The Service Department is requesting \$150,000 in additional appropriations from the water fund to complete the repairs to Fairchild Tank. Previously, appropriations were made for the Fairchild Tank to design and purchase materials for the repair. This remaining money is anticipated to complete the repairs to put the tank back in service.

Please let me know if there are any questions.

c: Melanie Baker
Brian Huff
Rhonda Boyd
John Ellison
Cathy Wilson

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: August 17, 2022

RE: Riverside Court Watermain Repairs – Appropriations Request

The Service Department is requesting \$100,000 in additional capital appropriations from the water fund (201) to replace the watermain on Riverside Court. The watermain on Riverside Court was scheduled for replacement in the 2021 Capital Plan, however the condition on the watermain worsened quicker than anticipated. The replacement of the main needs accelerated to maintain service to the residents on Riverside Court.

Please let me know if there are any questions.

c: Melanie Baker
Brian Huff
Rhonda Boyd
Rebecca Swauger
Gary Labajetta
Cathy Wilson

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: August 5, 2022

RE: SR 59 Alternative Transportation Improvements – Appropriation Request

The Service Department is requesting to appropriate \$30,000 from the Capital Fund (Fund 301) for the SR 59 Alternative Transportation Improvements Project. The funding is required to meet the terms of the SR 59 Alternative Transportation Improvements Agreement between Kent, PARTA and Franklin Township approved by City Council in June, 2022. There will be reimbursements from PARTA and Franklin Township for these appropriations according to the following terms:

- PARTA – 50% of the costs up to \$15,000
- Franklin Township – 16.7% of the costs up to \$5,000

Pease let me know if there are any questions.

c: Melanie Baker
Brian Huff
Jon Giaquinto
Cathy Wilson

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens
Rhonda Hall

FROM: Jim Bowling *JSB*

DATE: July 11, 2022

RE: ODOT POR-43/43D-11.87/0.00; PID 101270
Final Legislation, Contract Approval and Appropriations Modification

The Ohio Department of Transportation (ODOT) has requested final legislation and approval to execute a contract for the resurfacing of SR 43 and minor bridge work on the two bridges on Haymaker Parkway. The project previously received Kent City Council approval under resolution 2015-137. The project primarily includes the resurfacing of SR 43 in Kent starting at West Main Street and continuing north to the City Limits. ODOT will be milling the existing pavement approximately 2", perform minor pavement repairs, and then adding two inches of new asphalt. The pavement work also includes concrete repairs to Gougler Avenue.

The project is scheduled to be advertised in August 2022 with construction anticipated to start in April 2023 and be completed by September 2023. The project was delayed previously due to funding concerns by ODOT.

Due to the significant increases in inflation, the project budget has increased since the preliminary legislation was passed. Therefore, we are requesting \$150,000 in additional appropriations to complete the project from Fund 301. In addition, we recently received notice from ODOT's Highway Safety Improvement Program that the Gougler/River Street project will not receive funding at this time. Therefore, to update the budget and to compensate for the increase in funding required for the paving of SR 43, we are also requesting to eliminate the appropriations for the Gougler/River Street Improvements project. This is a \$260,000 reduction in appropriations and a \$230,000 reduction in anticipated revenue.

The Service Department recommends approval to participate with ODOT on this project.

c: Melanie Baker
Pat Homan
Hope Jones
Sandy Lance
file

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: August 8, 2022

RE: Fund 301 Appropriation Reduction

The Service Department is requesting to reduce the appropriations in the 301 Fund by \$260,000 for the postponement of the Gougler/River Streets Improvement Project. We received notice from ODOT's Highway Safety Improvement Program that the project will not receive funding at this time. Along with the appropriation reduction request is a \$230,000 reduction in anticipated revenue.

Pease let me know if there are any questions.

c: Melanie Baker
Brian Huff
Jon Giaquinto
Cathy Wilson

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall
Dave Ruller

FROM: Jim Bowling *JSB*

DATE: August 9, 2022

RE: Fund 301 Appropriation Reduction

The Service Department is requesting to reduce the appropriations in the 301 Fund by \$180,000 for the postponement of the Alley 8/Alley 10/Parking Lot Improvement Project. With the delay in the developments along Franklin Street the project is being postponed and therefore the funding should be made available for higher priority issues.

Pease let me know if there are any questions.

c: Melanie Baker
Brian Huff
Jon Giaquinto
Cathy Wilson