



City of Kent
Wednesday, December 20, 2023
Regular City Council Meeting
320 S. Depeyster Street, Kent, OH 44240

AGENDA

7:25 P.M. Board of Control

7:30 P.M. Regular Council Meeting

1. Roll Call
2. Opening Remarks
 - 2.1. Councilmember Shaffer Bish remarks and Pledge of Allegiance
 - 2.2. Dedication of New City Administration Building
3. Approval of Minutes
 - 3.1. November 15, 2023 Regular Meeting Minutes
December 6, 2023 Special Meeting Minutes
4. Communications
 - 4.1. Public Comment- Anyone wishing to address Council must submit their written comments to the Clerk of Council at councilclerk@kentohio.gov by 4:30 p.m. on the meeting day. If also requesting to speak at the meeting, comments are limited to three (3) minutes.
 - 4.2. Written Communication (All placed on file in the Clerk of Council's office)
 - Email from Rick Hawksley regarding the status of street repairs on Portage Street was received on November 18, 2023.
 - Email from Dustin Holfinger, State Government Relation Director for the American Heart Association regarding the possible Governor's veto of tobacco preemption language was received on November 20, 2023.
 - Email from Kayla Adolph regarding Climate Pollution Reduction Grants that are available through the EPA was forwarded to Council on November 29, 2023.
 - Request for an Updated List of City Elected Officials from the Ohio Ethics Commission was received, completed, and returned on November 28, 2023.
 - Email from Benjamin Tipton and Main Street Kent commending Jim Bowling on addressing the pressing issue of pedestrian safety in

downtown Kent with permanent 12-month installation of in-street pedestrian crosswalk signs was received and forwarded to Council on November 30, 2023.

- Email from Doug Fuller, asking Council not to approve the Design Guidelines as presented, was received and forwarded to Council on December 6, 2023.
- Standing Rock Cemetery Board of Trustees December meeting agenda was received on December 5, 2023.
- Health Board Agenda Meeting Minutes for the December meeting were received on December 7, 2023.

4.3. City Manager's Report

5. Standing Committees & Legislation

5.1. **Committee of the Whole** Chair Mayor Fiala/ Vice-Chair Amrhein

5.1.1. December 6, 2023 Committee Meeting Minute Approval

5.1.2. Action(s) Recommended: None

5.1.3. Motion to Authorize Drafts 2023-087, 2023- 088, 2023-089 and suspend Council's Standing Rules

5.1.4. **Draft 2023- 087** A RESOLUTION OF COMMENDATION AND APPRECIATION TO THE HONORABLE GARRET FERRARA FOR THE GENEROUS CONTRIBUTION OF HIS TIME AND TALENTS AS WARD 1 COUNCIL FOR THE PAST TWENTY-FOUR YEARS (Unauthorized)

5.1.5. **Draft 2023- 088** A RESOLUTION OF COMMENDATION AND APPRECIATION TO THE HONORABLE JOHN KUCHAR FOR THE GENEROUS CONTRIBUTION OF HIS TIME AND TALENTS AS WARD 4 COUNCIL FOR THE PAST EIGHTEEN YEARS (Unauthorized)

5.1.6. **Draft 2023- 089** A RESOLUTION OF COMMENDATION AND APPRECIATION TO THE HONORABLE TRACY WALLACH FOR THE GENEROUS CONTRIBUTION OF HER TIME AND TALENTS AS WARD 6 COUNCIL FOR THE PAST SIXTEEN YEARS. (Unauthorized)

5.2. **Health & Safety Committee** Chair Amrhein/ Vice-Chair Sidoti

5.2.1. Committee Minutes: None

5.2.2. Action(s) Recommended: Authorized 11/15/23

5.2.3. **Draft 2023-081** (3rd Reading) AN ORDINANCE AMENDING CHAPTER 351 OF THE CODIFIED ORDINANCES OF THE CITY OF KENT TITLED "PARKING GENERALLY", AND DECLARING AN EMERGENCY (Authorized)

5.3. **Land Use Committee** Chair Ferrara/ Vice-Chair Shaffer Bish

5.3.1. December 6, 2023 Committee Meeting Minute Approval

5.3.2. Action(s) Recommended

1. Authorize zoning on Johnson Road from medium residential (R-2) to open space/recreational, with the emergency clause.
2. Adopt revised Design Guidelines and remove old design guidelines from the zoning code, with the emergency clause.

5.3.3. **Draft 2023-090** AN ORDINANCE AMENDING THE CITY'S ZONING DISTRICTS MAP FOR PARCEL #17-046-00-00-019-009 TO BE REZONED TO O-R: OPEN SPACE-RECREATION DISTRICT, AND DECLARING AN EMERGENCY (Authorized)

5.3.4. **Draft 2023- 091** AN ORDINANCE ADOPTING CHANGES TO THE DESIGN GUIDELINES AND PART ELEVEN - PLANNING AND ZONING CODE, AND DECLARING AN EMERGENCY (Authorized)

5.4. **Finance Committee** Chair DeLeone/ Vice-Chair Wallach

5.4.1. December 6, 2023 Committee Meeting Minute Approval

5.4.2. Action(s) Recommended

1. Authorize the renewal of the Portage County Public Defender's contract for 2024 with an emergency clause.
2. Authorize the 2024 City Operating Budget, including the 3% water and sewer rate increases with the emergency clause.
3. Approve the 2023 Budget Appropriation amendment with an emergency clause.
4. Approve "then and now" purchases incurred in 2023 over \$3,000, with an emergency clause.
5. Approve the Position Allocation and General Compensation Plan with an emergency clause.
6. Authorize the AFSME Collective Bargaining Agreement with an emergency clause.
7. Authorize the FOP Collective Bargaining Agreement with an emergency clause.
8. Authorized the IAFF Collective Bargaining Agreement with an emergency clause.

5.4.3. Motion to authorize drafts 2023-104 and 2023-105 and to Suspend the Council's Standing Rules.

5.4.4. **DRAFT 2023-092** AN ORDINANCE AMENDING SECTION 913.05 OF THE KENT CODIFIED ORDINANCES, INCREASING THE WATER RATES OF THE CITY OF KENT, OHIO BY THREE PERCENT (3%) BEGINNING WITH THE

FIRST BILLING CYCLE IN JANUARY 2024, AND DECLARING AN EMERGENCY (Authorized)

- 5.4.5. **DRAFT 2023-093** AN ORDINANCE AMENDING SECTION 915.72 OF THE KENT CODIFIED ORDINANCES, INCREASING THE SEWER RATES OF THE CITY OF KENT, OHIO BY THREE PERCENT (3%) BEGINNING WITH THE FIRST BILLING CYCLE IN JANUARY, 2024, AND DECLARING AN EMERGENCY (Authorized)
- 5.4.6. **Draft 2023-094** AN ORDINANCE AUTHORIZING THE CITY MANAGER TO CONTRACT, ON BEHALF OF THE CITY OF KENT, WITH THE OFFICE OF THE PUBLIC DEFENDER, PORTAGE COUNTY, FOR THE PROVISION OF LEGAL COUNSEL TO INDIGENT PERSONS CHARGED WITH POTENTIAL PENALTY OF INCARCERATION FOR OFFENSES COMMITTED IN VIOLATION OF THE ORDINANCES OF SAID CITY FOR THE PERIOD JANUARY 1, 2024, THROUGH DECEMBER 31, 2024, AND DECLARING AN EMERGENCY (Authorized)
- 5.4.7. **DRAFT 2023-095** AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR, UPON THE ISSUANCE OF A CERTIFICATE OF AVAILABILITY OF FUNDS, TO PAY CERTAIN PURCHASE ORDERS MADE THAT EXCEED \$3000.00; AND DECLARING AN EMERGENCY (Authorized)
- 5.4.8. **DRAFT 2023-096** AN ORDINANCE AMENDING ORDINANCE NO. 2022-137 THE POSITION ALLOCATION AND GENERAL COMPENSATION PLAN, AND DECLARING AN EMERGENCY. (Authorized)
- 5.4.9. **DRAFT 2023-097** AN ORDINANCE APPROPRIATING THE VARIOUS FUNDS OF THE CITY OF KENT TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024, AND DECLARING AN EMERGENCY (Authorized)
- 5.4.10. **DRAFT 2023-098** AN ORDINANCE AMENDING ORDINANCE NO. 2022-138, THE CURRENT APPROPRIATION ORDINANCE, PASSED DECEMBER 21, 2022; SO AS TO ADJUST APPROPRIATIONS, TRANSFERS AND ADVANCES FROM THE VARIOUS FUNDS OF THE CITY OF KENT TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023; AND DECLARING AN EMERGENCY. (Authorized)
- 5.4.11. **Draft 2023-099** AN ORDINANCE AUTHORIZING A MEMORANDUM OF UNDERSTANDING FOR THE FINAL YEAR OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME), OHIO COUNCIL 8, LOCAL 379, AFL-CIO, AND AUTHORIZING A NEW COLLECTIVE BARGAINING AGREEMENT WITH AFSCME FOR THE PERIOD OF NOVEMBER 1, 2024 THROUGH OCTOBER 31, 2026, AND DECLARING AN EMERGENCY⁹ (Authorized)

- 5.4.12. **Draft 2023- 100** AN ORDINANCE AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND THE CIVILIAN EMPLOYEE UNIT, FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL FOR THE PERIOD OF NOVEMBER 1, 2023 THROUGH OCTOBER 31, 2026, AND DECLARING AN EMERGENCY. (Authorized)
- 5.4.13. **Draft 2023-101** AN ORDINANCE AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND POLICE OFFICER UNIT, FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL FOR THE PERIOD OF NOVEMBER 1, 2023 THROUGH OCTOBER 31, 2026, AND DECLARING AN EMERGENCY (Authorized)
- 5.4.14. **Draft 2023-102** AN ORDINANCE AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND THE DISPATCH UNIT, FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL FOR THE PERIOD OF NOVEMBER 1, 2023 THROUGH OCTOBER 31, 2026 AND DECLARING AN EMERGENCY (Authorized)
- 5.4.15. **Draft 2023- 103** AN ORDINANCE AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND LOCAL UNION #721, INTERNATIONAL ASSOCIATION OF FIREFIGHTERS FOR THE PERIOD OF SEPTEMBER 1, 2023 THROUGH AUGUST 31, 2026, AND DECLARING AN EMERGENCY (Authorized)
- 5.4.16. **Draft 2023-104** AN ORDINANCE AUTHORIZING THE CITY OF KENT TO SUBMIT A GRANT FUNDING APPLICATION TO THE OHIO DEPARTMENT OF DEVELOPMENT (ODOD) FOR THE WATER RECLAMATION FACILITY DIGESTER HEAT EXCHANGER PROJECT AND TO ACCEPT THE GRANT, IF AWARDED, AND EXECUTE THE SUBSEQUENT GRANT AGREEMENT WITH CORRESPONDING APPROPRIATION OF FUNDS, AND DECLARING AN EMERGENCY (Unauthorized)
- 5.4.17. **Draft 2023-105** AN ORDINANCE AUTHORIZING THE CITY OF KENT PARKS & RECREATION DEPARTMENT TO SUBMIT A FOURTH ROUND OF STABILIZATION GRANTS FROM THE OHIO CHILD CARE RESOURCE AND REFERRAL ASSOCIATION (OCCRA) TOTALING \$94,500, TO EXECUTE THE SUBSEQUENT AGREEMENT AND TO ACCEPT THE GRANTS, IF AWARDED, WITH CORRESPONDING APPROPRIATION OF FUNDS FOR THREE (3) CHILDCARE CENTERS, AND DECLARING AN EMERGENCY (Unauthorized)

6. Unfinished Business

6.1. Recognizing Council Members

7. New Business

7.1. Swearing in of Elected Officials

8. Councilmembers' Comments

9. Mayor's Report

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.



City of Kent
Wednesday, November 15, 2023
Regular City Council Meeting
320 S. Depeyster Street, Kent, OH 44240

MINUTES

7:30 P.M. Regular Council Meeting

At 07:30 PM, Mayor Jerry T. Fiala called the Regular City Council Meeting to order.

Present: Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach

Also Present: Mr. Jerry T. Fiala, Mayor, and President of Council; Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Mr. Jim Bowling, City Engineer; Mr. Jamie Samels, Interim Fire Chief; Ms. Dominique Bolenbacher, Community Engagement Coordinator; Ms. Amy Wilkens, Clerk of Council

Opening Remarks and Pledge of Allegiance

Mr. Kuhar said he didn't have any opening remarks. He said he was glad that everybody was here. He was glad to be there and asked everyone to please stand for the Pledge of Allegiance.

Approval of Minutes

MOTION TO APPROVE THE OCTOBER 18, 2023 REGULAR MEETING MINUTES MADE BY Mr. Michael DeLeone, SECONDED by Mr. John Kuhar and CARRIED by a voice vote of 9-0-0.

Communications

Public Comment

Mayor Fiala read the following statement:

"While the law does not require Council to provide time for public comment, we have historically invited the public to make comments and we appreciate their input. This is the

time where residents and others can comment on matters that concern them. However, we will not engage in debate, and as President of Council, I reserve the right to end any public communication that is disruptive, embarrassment, harassment or otherwise objectionable. We ask you to give your name and address and limit comments to three (3) minutes."

Ms. Wilkens called the first speaker to the podium, Ms. Emily Ulm.

Emily Ulm, a resident of Rockwell Street, expressed concerns about changes in zoning laws in her neighborhood. She mentioned living there for 21 years and loving the area and its community. Her concerns arose when a long-term single-family-owned home was listed as a rental for five students. Emily expressed distress at this change but praised the prompt response of the city, thanking individuals like Bridget Susel and Eric Fink for their efforts in filing an injunction request to prevent the house from being rented this way. She hopes for a favorable ruling in court that aligns with the city's zoning laws, suggesting that it might influence the owner's decision about renting the house in this manner. Emily emphasized the significance of maintaining zoning laws, stating that allowing homes to become boarding houses or rooming houses could set a detrimental precedent, potentially altering the neighborhood's fabric. She concluded by highlighting the concern that increased student rentals could make it challenging for local families to purchase homes in the area, as they would face competition from outside investors seeking profit rather than residency. **(Attachment #1)**

Mark Seeman, another resident of Rockwell Street, echoed Ms. Emily Ulm's concerns regarding changes in their neighborhood. Mark has lived on Rockwell Street for 38 years and appreciates the historic nature of the area, enjoying its proximity to town and cherishing his retirement there. He expressed distress upon learning that a neighboring property had been sold to New Era Rentals for over \$200,000. This property, previously vacant, is being advertised as a potential student rental despite not aligning with the current zoning laws. Mark highlights the intentions of the new owners to convert the four-bedroom house into a five-bedroom rental, charging \$600 per student, potentially making \$3,000 a month from the property. Mark emphasized the larger issue at hand, pointing out the strain on housing resources due to Kent State University's substantial student population without adequate on-campus housing options. He stresses the need for a balance between student housing demand and maintaining the neighborhood's character as a residential area, not simply a community catering solely to student rentals. He also brings attention to New Era Rentals' previous lawsuits against the city to alter zoning laws for their benefit, urging the council to consider this when addressing the situation. Mr. Seaman hopes his presentation will emphasize the urgency of the matter and encourage the council to support the neighborhood's interests amidst the challenges posed by increasing student rental properties in the area.

Julia Weisman, who resides on Bryce Rd., in Kent, spoke next. She addressed a situation regarding ongoing noise disturbances from her neighbor. She began by thanking specific council members and former officials for their past assistance in addressing illegal fires caused by the neighbor. Unfortunately, despite the fires stopping, Ms. Weisman said retaliatory behavior has persisted, causing continuous disruptions. The neighbor had created excessive noise, including offensive language, making it challenging for Ms. Weisman to enjoy her home. She said that despite multiple attempts to peacefully resolve the issue, the neighbor's behavior remains disruptive. Ms. Weisman expressed fear due to past menacing and verbal threats directed at her. She detailed her efforts to address the situation legally, including calling the police and recording the disturbances. She said she signed charges against the neighbor, but the prosecutor dismissed the case without her knowledge or notification, leaving her feeling disregarded and unsafe. She highlighted the neighbor's history of police complaints and connections to city officials, expressing concerns about biases influencing legal decisions. Ms. Weisman then requested an external investigation by investigators from outside Kent to ensure impartiality and fair handling of

the case. She emphasized the importance of enforcing noise ordinances and sought accountability regarding the dismissal of charges, aiming for transparency in how laws are enforced within the city.

Mr. Mark Weisman, who resides on Bryce Rd. said he is choosing not to speak further since his wife, Julia Weisman, effectively conveyed their shared concerns during her address.

Ms. Wendy DeAlesandro who resides on Mogadore Rd., addressed City Council regarding the noise ordinance. Drawing from her experience covering a similar issue in Streetsboro Council, she suggested adopting a similar approach to warning individuals before issuing noise citations. In Streetsboro, individuals are typically warned three times before receiving a citation for ongoing noise disturbances. She emphasized the importance of specific warnings tied to particular incidents, preventing past warnings from being used against individuals for unrelated occurrences months later. Wendy also expressed concerns about relying solely on recordings as evidence for noise complaints, citing worries about potential manipulation of audio levels with advancing technology. She urged the council to review and potentially revise the noise ordinance, suggesting a need for specific warnings and exploring alternative methods beyond recordings to address noise disturbances effectively.

Written Communication

- Standing Rock Cemetery Agenda for November 9, 2023 was received on November 3, 2023.
- Liquor License TRANSFER request for Timothy J. Surgen, 802 N. Mantua St. Kent. was received on September 27, 2023. After further review, Chief Shearer and Hope Jones had no objections.

MOTION TO RETURN WITH NO OBJECTION MADE BY Mr. John Kuhar, SECONDED by Mr. Michael DeLeone and CARRIED by a voice vote of 9-0-0.

- Proclamation request for LoveLight's 2023 Multicultural Holiday Festival was received on October 30, 2023.
- Proclamation request for PBS Western Reserve's 50th Anniversary, which is to be held on November 30, 2023, was received on November 3, 2023.

Additional Communication Received:

- Email from resident Wendy DiAlesandro in regards to Kent's Noise Ordinance was received and forwarded to Council on November 14, 2023.
- The Parks and Recreation Board Packet for their meeting on November 16, 2023 was received and posted on November 14, 2023.
- The Kent Board of Health Meeting Agenda for November 14, 2023 was received on November 13, 2023.

MOTION TO APPROVE THE CITY MANAGER'S REPORT MADE BY Mr. Jack Amrhein, SECONDED by Ms. Gwen Rosenberg and CARRIED by a voice vote of 9-0-0.

- Request Council's authorization to accept a donation of a framed photo of the Mill fire from McKay Bricker valued at \$166.01.
- Request Council's authorization to accept a \$100 gift card donation to the Kent Fire Department.
- Request Council's authorization to enter into the NOPEC Resiliency and Sustainability Program and accept services valued at \$40,000.

- Request Council's authorization to hold a public hearing on 12/6/23 to receive public comment on proposed text amendments to the Zoning Code.
- Request asked for Committee time to share information on the proposed new "Safety Town" project.
- Request Committee of the Whole time to present an update on the status of the construction of the new City Administration building.
- Request Community Development time to present the final version of the design guidelines for Councils' final comments and approval.
- Request Land Use Committee time to present the proposed rezoning request on Johnson Road.
- Request Streets, Sidewalks & Utilities Committee time to present proposed updates to the City Code that are designed to streamline the approval of new and recurring special events in Kent that require street closures for under 3 hours.
- Request Streets, Sidewalks & Utilities Committee time to present a request for street closures corresponding to the 2024 Eclipse event in April.
- Request Finance Committee time to request Council's authorization to renew the City's contract with the Portage County Public Defender's Office for 2024.
- Request Finance Committee time to present the proposed 2024 Operating Budget for Council's approval.
- Request Finance Committee time to present the list "then and now" purchase order for 2023 that require end of year authorization.

Standing Committees & Legislation

Committee of the Whole

MOTION TO APPROVE NOVEMBER 1, 2023 COMMITTEE MEETING MINUTES AND NOVEMBER 8, 2023 SPECIAL COMMITTEE MEETING MINUTES MADE BY Mr. Michael DeLeone, SECONDED by Mr. John Kuhar and CARRIED by a voice vote of 9-0-0.

MOTION TO APPROVE ACTION(S) RECOMMENDED MADE BY Mr. Michael DeLeone, SECONDED by Ms. Gwen Rosenberg and CARRIED by a voice vote of 9-0-0.

Action Recommended:

1. Return Ordinance 2023-061 back to the Regular City Council Meeting for a second reading on November 15, 2023, and a third reading at the Special Council Meeting being held on December 6, 2023.

Voting on Board and Commission Appointments

MOTION TO APPOINT DAVID HANSFORD TO THE BOARD OF BUILDING APPEALS MADE BY MR. GARRET FERRARA SECONDED BY MR. SIDOTI AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO APPOINT EVAN HOWE TO THE BOARD OF HEALTH MADE BY MS. HEIDI SHAFFER BISH SECONDED BY MR. GARRET FERRARA AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO APPOINT MICHELLE SAHR AND STEVE PROTZMAN TO THE BOARD OF ZONING APPEALS MADE BY MR. JOHN KUCHAR SECONDED BY MS. HEIDI SHAFFER BISH AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO APPOINT MS. KATHLEEN ENDRES AND MR. DAVID MERTZ TO THE COMMITTEE ON DESIGN AND PRESERVATION MADE BY MR. ROGER SIDOTI SECONDED BY MS. HEIDI SHAFFER BISH AND CARRIED BY A VOICE VOTE

OF 9-0-0.

MOTION TO APPOINT KELEIGH VERRALDO-ZUCCHERO TO THE FAIR HOUSING BOARD MADE BY MR. GARRET FERRARA SECONDED BY MS. TRACY WALLACH AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO APPOINT RODERICK MOXLEY JR. TO THE PARKS AND RECREATION BOARD MADE BY TRACY WALLACH SECONDED BY GWEN ROSENBERG AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO APPOINT NASER MATAR TO THE PLANNING COMMISSION MADE BY MR. JOHN KUJAR SECONDED BY MS. GWEN ROSENBERG AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO APPOINT REBEKKA BERRYHILL TO THE SHADE TREE COMMISSION MADE BY MR. ROGER SIDOTI SECONDED BY MR. GARRET FERRARA AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO APPOINT MR. JIM JENKINS TO THE SHADE TREE COMMISSION MADE BY MR. ROGER SIDOTI SECONDED BY MR. JOHN KUJAR AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO APPOINT MARYJAYNE STONE TO THE SUSTAINABILITY COMMISSION MADE BY MS. HEIDI SHAFFER BISH SECONDED BY MS. TRACY WALLACH AND CARRIED BY A VOICE VOTE OF 9-0-0.

MOTION TO AUTHORIZE INSERTION OF NAMES INTO LEGISLATION MADE BY Mr. Jack Amrhein, SECONDED by Mr. John Kuhar and CARRIED by a voice vote of 9-0-0.

DRAFT 2023-072 A RESOLUTION APPOINTING DAVID HANSFORD TO THE BOARD OF BUILDING APPEALS AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023-072 A RESOLUTION APPOINTING DAVID HANSFORD MADE by Mr. John Kuhar, SECONDED by Mr. Garret Ferrara. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023-072 A RESOLUTION APPOINTING DAVID HANSFORD MADE by Mr. Garret Ferrara, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-072 has passed.

DRAFT 2023-073 A RESOLUTION APPOINTING EVAN HOWE TO THE BOARD OF HEALTH, AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023-073 A RESOLUTION APPOINTING EVAN HOWE MADE by Mr. Garret Ferrara, SECONDED by Mr. Roger Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023-073 A RESOLUTION APPOINTING EVAN HOWE MADE by Mr. Garret Ferrara, SECONDED by Mr. John Kuhar. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-073 has passed.

DRAFT 2023-074 A RESOLUTION APPOINTING MICHELLE SAHR AND STEVE PROTZMAN TO THE BOARD OF ZONING APPEALS AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023-074 A RESOLUTION APPOINTING MICHELLE SAHR AND STEVE PROTZMAN MADE by Ms. Heidi Shaffer Bish, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023-074 A RESOLUTION APPOINTING MICHELLE SAHR AND STEVE PROTZMAN MADE by Ms. Heidi Shaffer Bish, SECONDED by Mr. John Kuhar. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-074 has passed.

DRAFT 2023- 075 A RESOLUTION APPOINTING KATHLEEN ENDRES AND DAVID MERTZ TO THE COMMITTEE ON DESIGN AND PRESERVATION AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023- 075 A RESOLUTION APPOINTING KATHLEEN ENDRES AND DAVID MERTZ MADE by Mr. Garret Ferrara, SECONDED by Mr. Roger Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023- 075 A RESOLUTION APPOINTING KATHLEEN ENDRES AND DAVID MERTZ MADE by Mr. John Kuhar, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-075 has passed.

DRAFT 2023- 076 A RESOLUTION APPOINTING KELEIGH VERALDO-ZUCCHERO TO THE FAIR HOUSING BOARD AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023- 076 A RESOLUTION APPOINTING KELEIGH VERALDO-ZUCCHERO MADE by Mr. Garret Ferrara, SECONDED by Mr. Roger Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger

Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023- 076 A RESOLUTION APPOINTING KELEIGH VERALDO-ZUCCHERO MADE by Mr. Roger Sidoti, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-076 has passed.

DRAFT 2023- 077 A RESOLUTION APPOINTING RODERICK MOXLEY JR. TO THE PARKS AND RECREATION BOARD AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023- 077 A RESOLUTION APPOINTING RODERICK MOXLEY JR. MADE by Mr. Garret Ferrara, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023- 077 A RESOLUTION APPOINTING RODERICK MOXLEY JR. MADE by Mr. John Kuhar, SECONDED by Mr. Roger Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-077 has passed.

DRAFT 2023-078 A RESOLUTION APPOINTING NASER MATAR TO THE PLANNING COMMISSION AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023-078 A RESOLUTION APPOINTING NASER MATAR MADE by Mr. Garret Ferrara, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023-078 A RESOLUTION APPOINTING NASER MATAR MADE by Ms. Heidi Shaffer Bish, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-078 has passed.

DRAFT 2023- 079 A RESOLUTION APPOINTING REBEKKA BERRYHIL and JIM JENKINS TO THE SHADE TREE COMMISSION AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023- 079 A RESOLUTION APPOINTING REBEKKA BERRYHIL and JIM JENKINS MADE by Mr. Garret Ferrara, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion

was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023- 079 A RESOLUTION APPOINTING REBEKKA BERRYHIL and JIM JENKINS MADE by Mr. Garret Ferrara, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-079 has passed.

DRAFT 2023-080 A RESOLUTION APPOINTING MARYJAYNE STONE TO THE SUSTAINABILITY COMMISSION AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF DRAFT 2023-080 A RESOLUTION APPOINTING MARYJAYNE STONE MADE by Ms. Heidi Shaffer Bish, SECONDED by Ms. Tracy Wallach. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT DRAFT 2023-080 A RESOLUTION APPOINTING MARYJAYNE STONE MADE by Ms. Heidi Shaffer Bish, SECONDED by Ms. Tracy Wallach. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-080 has passed.

Draft 2023- 061 (2nd Reading) AN ORDINANCE PROVIDING AN AMENDMENT TO THE CHARTER OF THE CITY OF KENT, OHIO TO BE SUBMITTED AT THE PRIMARY ELECTION ON MARCH 19, 2024, WHICH WILL AMEND ARTICLE XII, SECTION 12.02 TITLED "VOTING WARD APPORTIONMENT," AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO APPROVE THE SECOND READING OF Draft 2023- 061 MADE by Ms. Heidi Shaffer Bish, SECONDED by Ms. Tracy Wallach. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Ms. Heidi Shaffer Bish, Mr. Robin Turner, Ms. Tracy Wallach. Voting "No" Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Mr. Roger Sidoti, The motion was CARRIED by a roll call vote of 5-4-0.

The second reading was approved by a majority vote and the third and final reading will occur at a Special Meeting being held on December 6, 2023.

Health & Safety Committee

MOTION TO APPROVE THE NOVEMBER 1, 2023 COMMITTEE MEETING

MINUTES MADE BY Mr. Jack Amrhein, SECONDED by Ms. Gwen Rosenberg and CARRIED by a voice vote of 8-1-0.

MOTION TO APPROVE ACTION(S) RECOMMENDED MADE BY Mr. Jack Amrhein, SECONDED by Mr. Garret Ferrara and CARRIED by a voice vote of 5-4-0. Voting "Yes", Mr. Amrhein, Mr. DeLeone, Ms. Shaffer Bish, Mr. Turner and Ms. Wallach. Voting "No", Mr. Ferrara, Mr. Kuhar, Ms. Rosenberg, and Mr. Sidoti.

Council discussed the proposed ordinance limiting cars idling while unattended:

Opposition: Some members opposed the ordinance due to concerns about government imposition on people's choices, the impact on low-income residents, and the multitude of exceptions in the ordinance. They questioned its practicality, enforcement challenges, and potential burden on certain demographics.

Support: Others supported the ordinance as a step toward addressing climate change and viewed it as a messaging tool to signify concern about the environmental impact. They emphasized that the ordinance aligns with state laws and encourages responsible behavior without imposing significant hardships.

Concerns and Clarifications: Discussions revolved around the difference between "unattended" and "occupied," highlighting the potential ambiguity and the necessity of clarifying the ordinance for effective enforcement. Concerns were raised regarding exceptions, enforcement feasibility, and the impact on various groups, including delivery drivers and low-income individuals.

Ultimately, while some members raised doubts about the ordinance's efficacy and practicality due to numerous exceptions, others viewed it as a symbolic step toward climate action, leading to a divided opinion among the council members.

Action Recommended:

1. Authorize revisions to Kent Revised Code 351.08 restricting motor vehicle engines to continue running while unoccupied, with exceptions for residential property, emergency vehicles, public safety vehicles and public service agreements, with an emergency clause.

Draft 2023-081 AN ORDINANCE AMENDING CHAPTER 351 OF THE CODIFIED ORDINANCES OF THE CITY OF KENT TITLED "PARKING GENERALLY", AND DECLARING AN EMERGENCY (Authorized) was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF Draft 2023-081 MADE by Mr. Michael DeLeone, SECONDED by Ms. Tracy Wallach. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Ms. Heidi Shaffer Bish, Mr. Robin Turner, and Ms. Tracy Wallach The motion FAILED by a roll call vote of 5-4-0.

MOTION TO APPROVE THE FIRST READING OF Draft 2023-081 MADE by Mr. Michael DeLeone, SECONDED by Ms. Tracy Wallach. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Ms. Heidi Shaffer Bish, Mr. Robin Turner, Ms. Tracy Wallach. The motion CARRIED by a roll call vote of 5-4-0.

The first reading of Draft 2023-081 has passed.

Streets, Sidewalks and Utilities

MOTION TO APPROVE NOVEMBER 1, 2023 COMMITTEE MEETING MINUTES MADE BY Mr. Roger Sidoti, SECONDED by Mr. Michael DeLeone and CARRIED by a voice vote of 8-0-1 with Mr. Sidoti abstaining.

Action(s) Recommended

1. None

Finance Committee

MOTION TO APPROVE NOVEMBER 1, 2023 COMMITTEE MEETING MINUTES MADE BY Mr. Michael DeLeone, SECONDED by Ms. Gwen Rosenberg and CARRIED by a voice vote of 8-0-1. Mr. Sidoti voted abstain.

MOTION TO APPROVE ACTION(S) RECOMMENDED MADE BY Mr. Michael DeLeone, SECONDED by Mr. Garret Ferrara and CARRIED by a voice vote of 9-0-0.

1. Authorize the County Auditor to transfer the tax proceeds for 2023 in advance of the 2024 settlement date, with an emergency clause.
2. Approve the 2024-2028 Capital Improvement Plan, with the emergency clause.
3. Authorize projects for AMATS grant funding, with appropriate allocation of funds, with an emergency clause.
4. Authorize the amendment of the City's Tax Ordinance to align with State Tax Code requirements, with an emergency clause.
5. Authorize the Kent Downtown Community Urban Redevelopment Corporation (aka DKC) to transfer PPN 17-025-30-00-027-000 (252 N. Water Street, Kent OH), PPN 17-025-30-00-028-000 (vacant lot), and PPN 17-025-30-00-029-000 (266 N. Water Street, Kent, Ohio) back to the City of Kent, Ohio and authorize the City of Kent, Ohio to sell PPN 17-025-30-00-027-000 (252 N. Water Street, Kent OH), for seventy thousand dollars and no cents (\$70,000.00) and the sale of PPN 17-025-30-00-028-000 (vacant lot) for seventy thousand dollars and no cents (\$70,000.00) to Andrea Chisnell (representative of record for Madalena's) for a total to be paid of one hundred forty thousand dollars and no cents (\$140,000.00) for the purpose of redeveloping the parcels for an Italian restaurant.

Draft 2023- 082 A RESOLUTION REQUESTING THE COUNTY AUDITOR TO ADVANCE ANY PROPERTY TAXES THAT HAVE BEEN COLLECTED PRIOR TO THE NORMAL FEBRUARY SETTLEMENT DATE FROM THE PROCEEDS OF THE 2023 TAX YEAR COLLECTION PURSUANT TO SECTION 321.34 OF THE OHIO REVISED CODE, AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF Draft 2023- 082 MADE by Mr. Garret Ferrara, SECONDED by Mr. Roger Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT Draft 2023- 082 MADE by Mr. Garret Ferrara, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Resolution 2023-082 has passed.

Draft 2023-083 AN ORDINANCE AUTHORIZING THE CITY OF KENT TO SUBMIT THREE (3) FUNDING APPLICATIONS TOTALING \$6,068,800 AND TO EXECUTE THE SUBSEQUENT AGREEMENT TO THE AKRON METROPOLITAN AREA TRANSPORTATION STUDY (AMATS), AND TO ACCEPT THE GRANTS, IF AWARDED, WITH CORRESPONDING APPROPRIATION OF FUNDS FOR THE CONSTRUCTION PHASE OF SR59 AND NORTH MAIN STREET AND RESURFACING OF MOGADORE ROAD, AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per

Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF Draft 2023-083 MADE by Mr. John Kuhar, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT Draft 2023-083 MADE by Mr. John Kuhar, SECONDED by Mr. Garret Ferrara. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Ordinance 2023-083 has passed.

Draft 2023-084 AN ORDINANCE AMENDING CHAPTER 187 OF THE CODIFIED ORDINANCES OF THE CITY OF KENT TITLED "INCOME TAX", AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF Draft 2023-084 MADE by Mr. John Kuhar, SECONDED by Mr. Garret Ferrara. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT Draft 2023-084 AN ORDINANCE AMENDING CHAPTER 187 MADE by Mr. DeLeone, SECONDED by Mr. Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Ordinance 2023-084 has passed.

Draft 2023- 085 AN ORDINANCE AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE TO COMPLETE NEGOTIATIONS FOR, DRAFT, AND EXECUTE A PURCHASE AGREEMENT FOR THE SALE OF PARCELS OF PROPERTY KNOWN AS 252 N. WATER STREET AND PPN 17-025-30-00-028-000 A VACANT LOT ON N. WATER STREET, KENT, OHIO TO ANDREA CHISNELL, FOR \$140,000.00, WAIVING COMPETITIVE BIDDING AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens per Mayor Fiala's request.

MOTION TO SUSPEND THE THREE READINGS OF Draft 2023- 085 MADE by Ms. Heidi Shaffer Bish, SECONDED by Mr. Roger Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT Draft 2023- 085 MADE by Ms. Heidi Shaffer Bish, SECONDED by Mr. Roger Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Ordinance 2023-085 has passed.

Unfinished Business

Mr. Kuhar brought up a previous discussion related to the Planning Commission and the time taken for plans to be approved and finalized. Mr. Kuhar is seeking an update on the investigation or results regarding this matter. The council members reflected on whether they've received an email or information addressing these concerns previously. Ms. Rosenberg remembers getting a detailed explanation from Ms. Susel that explained their process. The email will again be shared with Mr. Kuhar and the rest of City Council.

New Business

MOTION TO REFER TO ADMINISTRATION A REVIEW OF MS. WEISMAN'S COMMENTS ABOUT NEIGHBOR PROBLEMS AND REPORT BACK TO COUNCIL MADE BY Mr. Garret Ferrara, **SECONDED** by Ms. Heidi Shaffer Bish and **CARRIED** by a voice vote of 9-0-0.

Ms. Shaffer Bish highlighted the importance of residents feeling comfortable enough to report issues to the authorities, especially when it pertains to neighborhood problems. She emphasized the significance of an open pathway for residents to address concerns and take action, indicating a willingness to discuss the situation further and find ways to facilitate and encourage reporting on these issues to ensure a safer and more inclusive community.

Mr. Kuhar expressed surprise and concern about the lack of transparency, emphasizing the importance of delivering on promises of transparency within the municipality. He's eager to receive answers and resolve the situation to maintain the credibility of the council.

Mr. Turner emphasized the importance of transparency and communication with the residents. He expressed confidence in the competence and integrity of their city departments but acknowledged the need to address concerns brought forward by residents. The aim is to ensure that any mistakes made are acknowledged and rectified to maintain the trust of the community.

Mr. Kuhar pointed out an apparent irony between two situations discussed during the meeting—one involving a rental house in a residential area and another about a landlord disregarding a resident's complaint. He advocated holding landlords accountable for their tenants' conduct, agreeing that the matter should be investigated further.

MOTION TO SEND TO COMMITTEE THE NOISE ORDINANCE FOR FURTHER REVIEW MADE BY Mr. Jack Amrhein, **SECONDED** by Mr. Roger Sidoti and **CARRIED** by a voice vote of 9-0-0.

Mr. Amrhein said he wanted to address the idea the Wendy DeAlesandro had brought forward during public comment.

Councilmembers' Comments

Mr. Garret Ferrara said he was glad to see John back after a health scare, offering assistance in a light-hearted manner and offering to take him to future doctor appointments in his warm car.

Ms. Gwen Rosenberg expressed gratitude to the residents who attended the meeting and voiced their concerns about a house on Rockwell Street. She acknowledged their effort and time, emphasizing the importance of residents directly sharing their concerns with the Council. She assured them that their input would be kept in mind, especially regarding zoning matters and the impact of rental properties on the neighborhood.

Mr. Roger Sidoti expressed gratitude to those who applied for the boards and commissions, acknowledging the commitment shown by those reapplying for these positions. He also mentions that there are still openings available and encourages anyone interested in contributing to reach out to

Amy Wilkens.

Ms. Shaffer Bish said she wanted to expand on Ms. Rosenberg's comments showing concern about the conversion of single-family homes into rental properties, particularly in Ward 5. She emphasized the importance of vigilance and upholding the rental property policy to maintain the community's housing diversity. She expressed gratitude to the residents of Rockwell Street for their involvement in addressing these issues and highlighting the need to preserve housing for families and homebuyers while ensuring housing options for students as well.

Mr. John Kuhar reflected on nearly two decades of serving the community as a council member, expressing gratitude to everyone who supported and allowed him to represent the citizens of Kent. It's heartening to see such appreciation for the opportunity to serve.

Mr. Turner acknowledged the departing council members, recognizing their diverse perspectives and the integral roles they've played in the city's progress. The emphasis on maintaining the city's integrity, responding to challenges, and preserving the quality of life for residents is clear. It's also great to see an open invitation for citizens to continue engaging with the council and sharing their concerns for the betterment of the community.

Mayor's Report

Mayor Fiala said he had attended a meeting with City Manager Dave Ruller about next year's solar eclipse. It's common for cities to plan for events like these, especially when they're expected to draw in a lot of visitors. Planning might involve discussions on how the event could impact the city, managing the influx of people, ensuring safety, and potentially capitalizing on the opportunity to showcase the city to visitors.

He said that next week is the Thanksgiving Holiday. It's a time to not only appreciate what we have but also extend kindness to those who might need it most. Whether it's through community efforts, donations, or simply offering support to those in need, these gestures can make a significant difference during the holiday season. Wishing everyone a Happy Thanksgiving.

Hearing no further business, the meeting adjourned at 8:55 p.m.

Amy Wilkens , CMC
Clerk of Council

Jerry T. Fiala
Mayor & President of 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. 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.

Thank you for the opportunity to speak before the council. My husband and I have lived on Rockwell St for 21 years and we love it, we love the location and the neighbors, some of whom are here tonight, some of whom are on council.

We never thought much about zoning laws until a house on the street, which had been a single family, owner-occupied house for at least 60 years, changed hands and was listed as rental for 5 students. I was extremely distressed when I found out, but I have been quite impressed by the city's response so far. I would especially like to thank Bridget Susel and Eric Fink for being so prompt in filing an injunction request to prevent it from being rented out this way.

I hope that if the case gets to court soon, and the judge rules in favor of the city's zoning laws, that it might change the owner's minds about renting the house this way.

If not, I hope that the city will not give up on this case and others like it. If R-2 zoned homes are allowed to be turned into boarding houses, it sets a bad precedent. Without zoning laws and enforcement, literally any house in the city could be turned into a rooming house, which would change the fabric of the neighborhoods considerably. If every house that goes to market becomes a potential student rental, it will become even harder for local families to buy homes to live in since they will have to compete with outside investors who see our neighborhoods not as a place to live, but as a way to make money.



City of Kent
Wednesday, December 6, 2023
Special City Council Meeting
320 S. Depeyster Street, Kent, OH 44240

MINUTES

At 09:05 PM, President Pro Tem, Mr. Jack Amrhein, called the Special City Council Meeting to order. Roll call was taken.

Present: Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach

Also Present: Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Service Director; Mr. Jim Bowling, City Engineer; Ms. Amy Wilkens, Clerk of Council

Absent: Mr. Jerry T. Fiala, Mayor, and President of Council

COUNCIL ACTION AND LEGISLATION

MOTION TO AUTHORIZE DRAFT 2023-086 AND SUSPEND COUNCIL RULES MADE BY Mr. Michael DeLeone, SECONDED by Mr. Roger Sidoti and CARRIED by a voice vote of 9-0-0.

Draft 2023-061 (3rd Reading) AN ORDINANCE PROVIDING AN AMENDMENT TO THE CHARTER OF THE CITY OF KENT, OHIO TO BE SUBMITTED AT THE PRIMARY ELECTION ON MARCH 19, 2024, WHICH WILL AMEND ARTICLE XII, SECTION 12.02 TITLED "VOTING WARD APPORTIONMENT," AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens.

MOTION TO ADOPT Draft 2023-061 MADE by Ms. Heidi Shaffer Bish, SECONDED by Ms. Tracy Wallach. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, and Ms. Tracy Wallach. The motion CARRIED by a roll call vote of 6-3-0. Mr. Ferrara, Mr. Kuhar, and Ms. Rosenberg voted 'No'.

Draft 2023 -061 has passed as stated by the Clerk of Council, Ms. Amy Wilkens.

Draft 2023-081 (2nd Reading) AN ORDINANCE AMENDING CHAPTER 351 OF THE CODIFIED ORDINANCES OF THE CITY OF KENT TITLED "PARKING GENERALLY", AND DECLARING AN EMERGENCY was read by title only by Clerk Wilkens.

MOTION TO SUSPEND THE THREE READINGS OF Draft 2023-081 MADE by Mr. Roger Sidoti, SECONDED by Ms. Tracy Wallach. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Ms. Heidi Shaffer Bish, Mr. Robin Turner, Ms. Tracy Wallach The motion **FAILED** by a roll call vote of 5-4-0. Mr. Ferrara, Mr. Kuhar, Ms. Rosenberg and Mr. Sidoti voted 'No'.

MOTION TO APPROVE Draft 2023-081 MADE by Ms. Tracy Wallach, SECONDED by Ms. Heidi Shaffer Bish. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Ms. Heidi Shaffer Bish, Mr. Robin Turner, Ms. Tracy Wallach. The motion **CARRIED** by a roll call vote of 5-4-0. Mr. Ferrara, Mr. Kuhar, Ms. Rosenberg and Mr. Sidoti voted 'No'.

The Second Reading of Ordinance 2023-081 passed. Ms. Wilkens, Clerk of Council, stated the third reading of this ordinance would occur at the next Regular Meeting on December 20, 2023.

Draft 2023-086 AN ORDINANCE AUTHORIZING THE SETTLEMENT BETWEEN THE CITY OF KENT AND ECLIPSE, AND DECLARING AN EMERGENCY was read by title only by Ms. Amy Wilkens, Clerk of Council.

MOTION TO SUSPEND THE THREE READINGS OF Draft 2023-086 MADE by Mr. Garret Ferrara, SECONDED by Mr. Michael DeLeone. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

MOTION TO ADOPT Draft 2023-086 MADE by Mr. Garret Ferrara, SECONDED by Mr. Roger Sidoti. On Roll Call Voting "Yes" Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach. The motion was CARRIED by a roll call vote of 9-0-0.

Draft 2023-086 has passed, with an emergency clause, as stated by Ms. Amy Wilkens, Clerk of Council.

The meeting adjourned at 9:11 p.m.

Amy Wilkens , CMC
Clerk of Council

Mr. Jack Amrhein
President Pro Tem



City of Kent
Wednesday, December 6, 2023
City Council Committee Meetings
320 S. Depeyster Street, Kent, OH 44240

MINUTES

Public Hearing

At 06:50 PM, Mr. Jack Amrhein, President Pro Tem, called the Public Hearing to order.

Present: Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garret Ferrara, Mr. John Kuhar, Ms. Gwen Rosenberg, Ms. Heidi Shaffer Bish, Mr. Roger Sidoti, Mr. Robin Turner, Ms. Tracy Wallach

Also Present: Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Service Director; Mr. Jim Bowling, City Engineer; Ms. Joan Seidel, Health Commissioner; Ms. Rhonda Hall, Budget and Finance Director; Mr. Nick Shearer, Chief of Police; Lieutenant Mike Lewis; Interim Fire Chief Jamie Samels; Ms. Angela Manley, Parks and Recreation Director; Mr. Nick Cecil, Director of IT; Ms. Suzanne Stemnock, Human Resource Director; Ms. Amy Wilkens, Clerk of Council

Absent: Mr. Jerry T. Fiala, Mayor and President of Council

Ms. Bridget Susel, Director of Community Development, said this was a public hearing regarding a proposed map amendment to the City of Kent zoning code. The proposal involves changing the zoning of specific parcels from an R-2 medium-density residential district to an open-space recreational district. There were no members of the public signed in to speak at the public hearing, and the hearing was called to a close.

Council Committee Meetings

Committee of the Whole (Chair Fiala/ Vice-Chair Amrhein)

Mr. Jack Amrhein opened the Committee of the Whole meeting at 6:55 pm.

Introduction of the Safety Town Project

Mr. Roger Sidoti introduced David Myers, the immediate past president of the Rotary. He discussed involving various community partners to create a permanent Safety Town in Kent. This initiative aims to provide a secure environment for both kids and community members to learn about essential safety programs, particularly focusing on street safety and potentially expanding to include various ongoing safety initiatives beyond the traditional ones. The project is currently in progress, with the site surveyed and engineering work underway, courtesy of the Rotary Club and Kent City Schools. While there are still hurdles to overcome, including fundraising and further involvement, the collaboration of different

organizations, such as the City Council and various city departments, is crucial and greatly appreciated in making this Safety Town a reality.

Ms. Shaffer Bish asked about ensuring visibility for the Safety Town site due to its setback behind a building. Mr. Myers shared some effective strategies, including prominent signage near the Columbus building on Franklin and at various intersections to guide people to the location. Additionally, using local channels like the Portager and emphasizing the walkability of the area for neighboring community members could help spread awareness. Mr. Myers also highlighted the available parking options, including the potential lot behind the building and street parking facilitated by recent city improvements. Despite the setback, the aim is to utilize signage, local promotion, and available parking options to ensure the community becomes aware of this valuable resource.

Mr. Turner asked how the council could assist in promoting or supporting the overall agenda of the Safety Town project. Mr. Myers expressed appreciation for the question, mentioning that while the project is still in its early stages, raising awareness among council members is vital. He suggested that council involvement could extend to various aspects, potentially including assistance in promoting the project, and exploring city services that might contribute, such as signage within Safety Town or support for street elements. He also discussed the potential for businesses to sponsor parts of Safety Town, turning it into a collaborative effort. Mr. Myers expressed confidence that the city council's knowledge and resources could contribute positively. He emphasized the need to transform the project from concept to reality and believed that council involvement could add significant value to the list of partners involved.

Mr. Kuhar inquired about the ownership of the property where the proposed Safety Town project is planned. Mr. Myers clarified that Kent City Schools currently owns the property designated for the Safety Town initiative.

Mr. Sidoti asked to provide more information regarding the progression of the Safety Town project and the need for strategic planning as the initiative gains momentum. He mentioned a meeting between David, the superintendent of schools, and himself to strategize about the project's direction. There was an acknowledgment of the challenge that arises when an idea gains momentum, emphasizing the importance of strategic planning at this stage. It was noted that Melanie Baker expressed interest in contributing to the project by offering to handle the signage. Mr. Sidoti highlighted the necessity for David and his committee to continue exploring options and strategies moving forward.

Mr. Kuhar asked about the anticipated usage of the Safety Town facility. Mr. Myers explained that currently, the Kent Junior Mothers organize a summer safety school program, which happens annually and typically moves around various elementary school locations. With the Safety Town project, there's an opportunity to expand and enhance this program, potentially offering year-round learning opportunities. He has also had discussions with the fire and police chiefs about incorporating year-round learning activities into Safety Town, not limited to just children, but also addressing safety topics for adults, like bike safety and informational sessions for all ages. He mentioned the potential for multiple schools in the community to utilize the facility on a time-share basis throughout the week, envisioning it as a beacon of safety for various programs. Furthermore, he clarified that Kent City Schools would retain ownership of the property and would likely be eager to have their elementary schools and other programs utilize the Safety Town Park for educational purposes.

There were no further questions from Council. Mr. Amrhein asked if there were any members of the audience that wished to ask a question.

Mr. James Stadian, of 1157 Windward Lane shared his experience with other Safety Town facilities, mentioning specific features such as larger buildings used for training scenarios,

like simulating a fire in a house and teaching children safety measures like feeling for heat before opening doors. He also suggested incorporating elements like firefighters in full gear to familiarize children with their appearance in emergencies. He asked if there have been discussions with other places, like Medina, to explore additional safety features that could be implemented. James suggested the idea of having one larger building among smaller ones to simulate different scenarios and enhance safety training.

Mr. Myers acknowledged the suggestion, thanking James for the input. It seems like James' experience visiting other Safety Towns and the unique features he mentioned could be valuable considerations for enhancing the Safety Town project in Kent.

There were no further questions.

Action Recommended: None

Update on the City Administration Building

Ms. Melanie Baker, Service Director, said she was happy to provide today's update, as things are moving along. She began her PowerPoint presentation, showing all the work being done on the new building. (Attachment #1) She expressed excitement about the progress made, particularly noting the exterior development with window framing in place and the imminent installation of glass which had been delivered to the site. Melanie elaborated on the process of installing the glass, describing it as lengthier than anticipated, involving measurements, cutting, and final placement. She emphasized the transparent aspect of the building and how it allows visibility from all angles, a key feature of the project. Furthermore, she discussed the enclosure of the first floor with temporary heating established, enabling drywall installation. Melanie highlighted the progress of the upper areas being enclosed, emphasizing the installation of electrical, HVAC, and conduits, along with necessary approvals. She shared details about infrastructure elements such as a new transformer, dumpster locations, and connectivity setup between buildings, showcasing their significance to the project's progress.

Lastly, Melanie mentioned the delivery of cast stone, which will enhance the exterior by providing contrast and different colors. She concluded by expressing her excitement about the project's progress, acknowledging the recent substantial advancements and anticipating a quicker pace in the coming stages.

There were no questions from City Council or the audience.

Action Recommended: None

Land Use Committee (Chair Ferrara/Vice- Chair Shaffer Bish)

Chair Ferrara opened the Land Use Committee meeting at 7:15 p.m. and introduced Ms. Bridget Susel.

Rezoning Johnson Road

Ms. Susel discussed a map amendment request concerning two consolidated parcels on Johnson Road. This issue was previously brought before Council in May, where the petitioner initially sought a detachment of lands, which Council denied after public input. Subsequently, the petitioner pursued legal action, leading to mediation. Through mediation, it was proposed to change the zoning to open space recreational, allowing the land to be utilized for agricultural purposes, as indicated by the petitioner. Ms. Susel highlighted that this proposed rezoning would enable the property owner to use the land for agricultural

purposes without additional requirements, despite being within the floodplain. She emphasized that moving forward with the map amendment to transition from R2 to O zoning was recommended by the Planning Commission. Despite initial concerns and significant representation from the neighborhood, the Planning Commission unanimously supported the transition, understanding the implications and benefits of the proposed rezoning. Ms. Susel concluded by recommending Council approve the map amendment for the transition.

Ms. Wallach inquired about the zoning designation change and whether the parcel would remain within the City of Kent. Ms. Susel clarified that while the zoning designation would change to open space recreational, the parcel would still be within the City of Kent's zoning jurisdiction. She further explained that the zoning change would allow for agricultural use but clarified that certain activities, like target practice with weapons, would not be permitted. Ms. Susel delineated the differences in permitted and conditionally permitted uses under the new zoning. Agricultural use would be permitted, but certain activities categorized as conditionally permitted would require Planning Commission review and approval.

Ms. Wallach asked for examples of agricultural uses, specifically mentioning livestock and farming commercially. Ms. Susel responded, explaining that gardening would be allowed regardless of the zoning designation. However, while farming commercially or having livestock would not be permitted in an R2 zone, under the proposed zoning change, certain agricultural uses, including livestock, would be allowed, provided specific criteria were met.

Mr. Turner inquired about the rationale behind the Council's decision not to allow the detachment of the parcel. Mr. Ruller interjected, elaborating on the situation, highlighting that the decision not to take action had led to a lawsuit. He recalled that early on, legal counsel had advised the council that cities typically lose in such detachment cases, setting the expectation that the city might not prevail in court. Consequently, mediation was initiated voluntarily, resulting in an agreement that seemed satisfactory, albeit not perfect, to both parties involved. He emphasized the rarity of such cases historically, noting that there had been only four detachment cases filed in court since 1950, with this being the second involving platted lands. The outside counsel was commended for presenting statutory differences that convinced the other party, along with additional aspects they were seeking.

Ms. Susel highlighted the City of Kent's additional permitting requirements for agricultural use, clarifying that by staying within the city and proceeding with the map amendment to open space recreational zoning, the property owner could still use the land as intended. This approach would allow the city to maintain control over zoning, ensuring awareness and monitoring for residents adjacent to the property. Conversations with affected residents revealed a consensus, or perhaps even unanimous agreement, acknowledging the city's limitations regarding the case. At a Planning Commission meeting, where around 25 to 30 people attended, explanations about zoning and site plans seemed to satisfy many residents. Ms. Susel noted that the reduced attendance at the current meeting indicated potential satisfaction among residents with the proposed resolution. She viewed this as a balanced outcome, allowing property use while considering the surrounding properties' concerns, an appropriate result arising from the mediation process.

Mr. DeLeone asked about a firing range, and Ms. Susel said it is not allowed in the city of Kent. She clarified that any activity prohibited in the City of Kent would also be prohibited on the land in question. She emphasized that while certain uses, such as outdoor recreation, were conditionally permitted, these were subject to stringent requirements and regulations concerning parking, flood plains, and other factors. She noted that staff would thoroughly assess any proposed use before it even reached the Planning Commission. Additionally, she pointed out the extensive floodplain in the area, making it highly unlikely for certain rumored uses, like a firing range, to be feasible even under conditionally permitted processes or FEMA regulations. Moving the land to Franklin Township would have potentially removed the city's control over zoning, allowing for more flexibility in land use, including the potential for a firing range. However, within the City of Kent, zoning regulations

prevent such uses.

Moreover, she mentioned informing the zoning personnel about limitations under rural recreational use, including restrictions on certain activities like motorized boats.

MOTION TO APPROVE REZONING JOHNSON ROAD MADE BY Mr. Michael DeLeone, SECONDED by Ms. Gwen Rosenberg and CARRIED by a voice vote of 9-0-0.

Action Recommended:

1. Authorize rezoning request on Johnson Road, keeping the property within the city of Kent and changing the zoning from medium residential (R-2) to open space/recreational.

Design Guidelines Update

Ms. Susel began her presentation by addressing some concerns regarding historic properties. She clarified the city's definitions and regulations related to historic preservation and demolition. She highlighted that the term "historic preservation" and the designation of "historic buildings" have specific definitions within the city's codes and ordinances, particularly found in Chapter 1393. She mentioned that the city's definition of a historic property involves either the property owner's consent or 50% agreement within a district for designation. She also discussed the process regarding demolition, emphasizing that it requires consent from the property owner for locally designated historic properties. Ms. Susel referred to an ordinance passed in 2012 (Chapter 1393) and used the example of the Robin Hood building to illustrate that a property not designated as historic by the owner might not fall under specific preservation regulations. She clarified that Kent does not have a historic district.

Mr. Ruller reminded council of a past discussion with former Law Director Jim Silver regarding the historic district concept. He recalled that during discussions about the certified local government, Council had asked about establishing a historic district, but there was resistance and lack of support from both Council and business property owners. Mr. Ruller emphasized that the decision not to impose a historic district was clear at that time, and it has been the basis for subsequent decisions. He mentioned that some comments during the design guideline update were attempting to reintroduce elements that would be applicable in a historic district, despite the previous decision against establishing one. He urged caution in trying to force elements that align with a historic district into the current design guidelines when the city had intentionally chosen not to establish such a district. He urged them to maintain consistency with the past decision about not having a historic district and to avoid trying to include elements in the design guidelines that would align with a concept the city previously chose not to pursue.

Ms. Susel said that while there is language in Chapter 1393 addressing historic districts and property designation, the city didn't reach the required 51% property owner agreement for a historic district, even with a smaller proposed district by Jim Silver. She explains that the guidelines were initially created with a historic preservation focus and adopted in 2011 but were codified within the zoning code. However, in 2012, the city rejected the establishment of a historic district, which created an inherent conflict between having guidelines with a focus on historic preservation and lacking an actual designated historic district. This situation has led to controversies and challenges in implementing the design guidelines. She emphasizes the challenges that have arisen due to this disparity and clarifies that despite assertions that developers didn't have issues, there were conflicts and difficulties faced during downtown development, including denials and shifting regulations by the Architecture Review Board.

Mr. Ruller said the city's efforts to address tensions between the Architectural Review Board and property owners, particularly individuals like Mike Beder and Ron Berbick, who were actively involved and vocal about their concerns. Council recognized the need to revisit the guidelines to find a balance between preserving buildings and respecting property owner's rights, given the growing tension and conflicts. This process has spanned over two and a half years, involving public meetings, comments, and discussions aimed at resolving these challenges.

Ms. Susel reiterated the request for the design guidelines to remain as recommendations rather than being codified. She emphasized the absence of a historic district and the need to understand that distinction, especially concerning historic preservation matters discussed earlier.

Mr. Sidoti asked about building demolition. Ms. Susel clarified that unless a building has been officially designated as historically significant and filed with the state historic preservation office, the city cannot prevent the demolition of such buildings based on historical significance alone. The process involves owner consent and goes through local and state designations before the city has the authority to intervene in demolition cases. She said in the case of a building like the Huntington Bank building, which hasn't been designated as historically significant, the current owners would need to initiate the process if they wish to seek such a designation. The primary advantage in seeking this designation would be the ability to apply for historical tax credits, which was one of the reasons behind Mr. Burbick's pursuit of a historic designation for the old hotel.

Ms. Wallach asked about historic buildings and the Committee on Design and Preservation. Ms. Susel said the process involves the Committee on Design and Preservation for historically designated buildings. The property owners seeking to do something with their historically designated building need approval from this committee. However, the Architectural Review Board isn't involved in this process. There's been a suggestion of an inherent conflict because the Committee on Design and Preservation focuses on historic preservation, while the Architectural Review Board uses guidelines that are historic in nature, despite the absence of a formal historic district.

It seems like there might be some confusion between the roles of the Committee on Design and Preservation and the Architectural Review Board. The Committee on Design and Preservation is responsible for designating local historical properties, while the Architectural Review Board deals with design guidelines and certificates of appropriateness. The guidelines presented might lack specificity in terms of measurements or specific requirements for elements like windows, which could potentially pose challenges in legal defense if brought to court.

Ms. Susel went into the zoning code and regulations. There's a distinction between the specific regulations outlined in the zoning code and the more general guidelines put forth by the consultant. The zoning code contains detailed specifications, such as height, distance, ingress, egress, etc., which were carefully crafted over a couple of years and have a legal standing as regulations. On the other hand, the guidelines presented by the consultant are more general suggestions related to style and approach, lacking the specificity found in the zoning code. The concern seems to be that the guidelines, referred to as standards by the consultant, don't align perfectly with the detailed regulations in the zoning code. While the regulations are enforceable and specific, the guidelines serve as recommendations or encouragement for certain architectural styles or approaches but don't hold the same legal weight as the regulations found in the zoning code. If there's a need for more specific requirements, they should be incorporated into the zoning code as regulations rather than being part of the guidelines.

Ms. Shaffer Bish asked about the certificate of appropriateness and the roles of

responsibilities of a board. It seems like the issuance of a Certificate of Appropriateness is tied to the guidelines and their adherence. However, there's a discussion about potentially revisiting or adjusting these guidelines. Presently, the guidelines are seen as recommendations rather than enforceable regulations. In the past, the issuance of Certificates of Appropriateness was aligned with certain recommendations or discussions made by the Architectural Advisory Board. Yet, this process didn't necessarily require a formal Certificate of Appropriateness from the city; it was more about discussions and recommendations.

Ms. Wallach asked about penalties only applying to historic buildings. She asked if someone came in wanting a hot pink border. Ms. Susel said CT Consultants recommended a color palette of four colors. She said we don't have colors in the design guidelines. Ms. Susel said it is a complex situation surrounding the regulation of colors within the city's guidelines. Presently, there's no specific control over colors in the current guidelines codified in the zoning code. However, discussions and decisions about colors have been happening within the Architectural Review Board, leading to instances where color choices have impacted project approvals. She cautioned against regulation of colors, as seen in other neighboring areas where a more liberal approach to color choice has worked well, resulting in vibrant and diverse esthetics. For instance, places like Chagrin Falls have allowed a variety of colors on historical buildings, contributing to a nice look. The concern raised is that implementing strict color regulations could pose challenges and lead to a "slippery slope," especially when there's already a range of colors existing in the city. The fear is that excessive regulation might hinder creative expression and potentially impact the appeal and uniqueness of Kent.

Mr. Sidoti said it sounds like, with some cleaning up, the changes could go into the zoning code. He asked if the next step would be to decide how the ARB will address things when an individual doesn't follow design guidelines.

Mr. Ruller said this is all about creating consistency. The design guidelines were initially suggested for addition to the zoning code in 2010, and while they became a requirement, they may not necessarily need to remain codified. The issue of codification versus recommendation is complex due to the subjective nature of some aspects, like taste and esthetics, which can't always be regulated specifically. He said these guidelines were introduced practically to guide a significant investment influx into the downtown area, aiming to maintain consistency and avoid potential disputes. However, times have changed since that initial investment period. There's now a practical need to reevaluate whether to maintain these guidelines as codified regulations or shift them to recommendations due to changed circumstances. The concern lies in internal inconsistencies potentially leading to disputes, even legal ones, especially if interpretations by appointed bodies seem arbitrary to developers. The city could face liabilities and lawsuits if disagreements escalate.

Mr. Ferrara asked if there were any members of the audience that wished to speak.

Ms. Bridget Tipton discussed the guidelines being recommendations only. She said she does not know as a practitioner if she will follow the guidelines, and she doesn't know whether she would continue on the Architecture Review Board. She said this is because the guidelines not being codified. She mentioned the overlay district being different and including residential properties, which will cause additional issues. She brought up the fact the current Architecture Review Board has members on it with expiring terms and they would like to know where they stand.

Mr. Doug Fuller, residing on River Road Drive in Kent, shared his perspectives next. He emphasized that the Architectural Review Board (ARB) has significantly contributed positively to the community over the years, protecting the appearance of the downtown area. Mr. Fuller highlighted that while the ARB might be criticized, there's another side to the story. He recalled instances where developers proposed designs that did not align with

the community's vision for a better downtown area. Despite initial challenges and frustrations, the outcomes were far better due to the ARB's guidance. He also shed light on instances where certain architects were unaware of the design guidelines, contributing to mismatched proposals. Mr. Fuller acknowledged that there might be misunderstandings about the role and effectiveness of the ARB. He raised concerns about certain aspects of the guidelines, particularly regarding the interpretation of terms like "not mandatory." He suggested clarity and refinement of these terms to avoid misinterpretation, especially by developers who might misconstrue the guidelines as non-binding. He requested more time to address specific details within the guidelines and stressed the importance of words and concepts within them. Additionally, Mr. Fuller expressed a desire for longstanding ARB members to share their experiences and shed light on the efforts made to collaborate and improve designs over the years.

Ms. Tracy Wallach asked about the codification. Ms. Susel said they do not want the design guidelines codified.

Mr. Turner asked about the ARB and the Committee on Design and Preservation and instances where they are redundant. Ms. Susel said there are no instances of this.

MOTION TO APPROVE DESIGN GUIDELINES AS RECOMMENDATIONS AND RESCIND OLD GUIDELINES FROM CODIFIED ORDINANCES MADE BY Ms. Heidi Shaffer Bish, SECONDED by Ms. Gwen Rosenberg and CARRIED by a voice vote of 7-2-0. Mr. Amrhein and Ms. Wallach voted 'No'.

Ms. Heidi Shaffer Bish said she likes the internal consistency the new guidelines solve. She said they could then decide on the Architecture Review Board's role.

Action Recommended:

1. Adopt final recommendation for the City's design guidelines, removing old guidelines from codified ordinances, with an emergency clause.

Finance Committee (Chair DeLeone/Vice-Chair Wallach)

Chair DeLeone opened the Finance Committee meeting at 8:25 p.m.

City/Portage County Public Defender Contract Renewal

Ms. Hope Jones, Law Director, said this is the annual renewal of the city's agreement with the Portage County Public Defender's Office. This agreement allows the city to cover the costs for legal representation for indigent defendants involved in any criminal cases within the city. This obligation to provide legal representation for those who cannot afford is a legal requirement the city must fulfill.

There were no questions from the City Council or the audience.

MOTION TO APPROVE CITY/PORTAGE COUNTY PUBLIC DEFENDER CONTRACT RENEWAL MADE BY Mr. John Kuhar, SECONDED by Ms. Gwen Rosenberg and CARRIED by a voice vote of 9-0-0.

Action Recommended:

1. Authorize the renewal of the Portage County Public Defender's 2024 contract, with the emergency clause.

2024 City Operating Budget

Mr. Ruller said a lot of the details came out in our capital discussion and are reflected in this budget. It is in connection to the earlier discussions on the capital budget, where details like water and sewer rates were raised. This budget appears to prioritize addressing employee retention and attraction, possibly including higher pay raises to remain competitive. Additionally, we've had better-than-expected income tax revenues over the last few years, allowing for some opportunities to address ongoing needs within the budget.

Ms. Rhonda Hall, Budget and Finance Director, addressed Council regarding the operating budget. She said the budget book outlines several key points regarding revenue and expenditures for the City of Kent. Here are some highlights:

Income Tax Revenue: There's an estimated increase in income tax revenue for 2023, up by about 4.9% over the 2022 actual total. The projection for 2024 also shows an increase, albeit slightly lower at approximately 3.5%.

Interest Earnings: The city is expecting substantial interest earnings, a figure not seen for several years. However, this amount is projected to decrease in 2024 due to reductions in cash related to the completion of the City Hall construction and Heat Digester project payments.

Capital Expenditures: The estimated expenditures for capital projects have decreased by around \$9 million. This reduction is mainly due to the Heat Digester project being funded by Federal and State grants, totaling \$5.6 million budgeted for 2023. Additionally, City Hall construction is also budgeted in 2023.

Reasons for Expenditure Increases: Increases in expenditures are attributed to various factors, such as union contract raises, inflation impacting supplies and materials, increased operational costs for RITA (for tax collection), and higher costs for supplies in water and wastewater plants. Excluding these specific costs, the overall expenditure increase is approximately 3%, aligning with an average inflation rate.

Mr. Sidoti said he noticed that Council approves the Parks and Recreation budget but said, according to the City Charter, they govern themselves. He asked if income tax dollars go to Parks and Recreation. Ms. Rhonda Hall said they do not, and that Parks and Rec have their own levy and funds. Mr. Sidoti asked if they get services from the city. Ms. Hall said they do not get property tax revenue directly. She said their funding comes from levies and any fees paid. Mr. Sidoti asked why the Council approved this part of the budget. Ms. Hall said it is because they are a fund of the City. She said Parks and Rec, according to the organization chart, falls under the City Council, which is unusual for any other place she has worked. Mr. Ruller interjected, stating a lot of what is done is by practice and not by ordinance. He said there is an ambiguity that is unique to this city. Mr. Sidoti further clarified the powers of the Parks and Rec Board and if the city would be liable for any of their actions. Ms. Jones said there would be no Parks and Recreation Board without the City of Kent, and they are an extension of the City. Mr. Sidoti said that people may not understand the reporting lines. Ms. Hall said it is a city fund and should be a city department. Ms. Jones said they are a department of the City with a governing board. Mr. Sidoti concluded his remarks by stating a lot of people may not understand these nuances, and was seeking clarification. He said everything else looked great.

MOTION TO APPROVE 2024 CITY OPERATING BUDGET MADE BY Mr. Garret Ferrara, SECONDED by Mr. Jack Amrhein, and CARRIED by a voice vote of 9-0-0.

Action Recommended:

1. Authorize the proposed 2024 City Operating Budget, which includes a 3% water and sewer rate increase, with the emergency clause.

2023 Budget Appropriation Amendments, Transfers and Advances

Ms. Rhonda Hall referenced her memo regarding a budget appropriation amendment. Purchase orders will be closed next week and more details will be provided with the ordinance exhibit. There were no questions from the audience or Council.

MOTION TO AUTHORIZE 2023 BUDGET APPROPRIATION AMENDMENTS MADE BY Mr. Garret Ferrara, SECONDED by Mr. Jack Amrhein and CARRIED by a voice vote of 9-0-0.

Actions Recommended:

1. Approve the 2023 Budget Appropriation amendments, with the emergency clause.
2. Authorize the final year-end reconciliation for 2023, with the emergency clause.

Then and Now Purchase Orders

MOTION TO AUTHORIZE THEN AND NOW PURCHASE ORDERS MADE BY Mr. Garret Ferrara, SECONDED by Mr. Roger Sidoti and CARRIED by a voice vote of 9-0-0.

Action Recommended:

1. Approve the "then and now" purchases in 2023, with the emergency clause.

MOTION TO ENTER EXECUTIVE SESSION TO DISCUSS THE POSITION ALLOCATION AND GENERAL COMPENSATION PLAN, REVIEWING NEGOTIATIONS OR BARGAINING SESSIONS WITH PUBLIC EMPLOYEES CONCERNING THEIR COMPENSATION OR OTHER TERMS AND CONDITIONS OF THEIR EMPLOYMENT AND CONFERENCES WITH AN ATTORNEY FOR THE PUBLIC BODY CONCERNING DISPUTES INVOLVING THE PUBLIC BODY THAT ARE THE SUBJECT OF PENDING OR IMMINENT COURT ACTION MADE BY Mr. Jack Amrhein, SECONDED by Mr. Roger Sidoti and CARRIED by a voice vote of 9-0-0.

Council met in an Executive Session until 9:05 p.m.

MOTION TO RETURN TO COMMITTEE COUNCIL MEETING MADE BY Mr. Jack Amrhein, SECONDED by Ms. Rosenberg and CARRIED by a voice vote of 9-0-0.

MOTION TO AUTHORIZE POSITION ALLOCATION AND GENERAL COMPENSATION PLAN MADE BY Mr. Roger Sidoti, SECONDED by Mr. Garret Ferrara and CARRIED by a voice vote of 9-0-0.

MOTION TO APPROVE THE AFSME. IAFF AND FOP BARGAINING AGREEMENT CONTRACTS made by Mr. Michael DeLeone, SECONDED by Mr. Roger Sidoti and CARRIED by a voice vote of 9-0-0.

MOTION TO APPROVE THE ECLIPSE LEGAL SETTLEMENT MADE BY Mr. Roger Sidoti, SECONDED by Ms. Gwen Rosenberg and CARRIED by a voice vote of 9-0-0.

Hearing no further business, the Kent City Council Committee Meetings adjourned at 9:05 p.m. and went into a Special Council Meeting (Separate Agenda).

Amy Wilkens, CMC
Clerk of Council

Special Council Meeting (Separate Agenda and Minutes)

DRAFT

DRAFT RESOLUTION NO. 2023-087

A RESOLUTION OF COMMENDATION AND APPRECIATION TO THE HONORABLE GARRET FERRARA FOR THE GENEROUS CONTRIBUTION OF HIS TIME AND TALENTS AS WARD 1 COUNCIL FOR THE PAST TWENTY-FOUR YEARS.

WHEREAS, the Honorable Garret Ferrara was first appointed to Kent City Council in 2000 and was successfully reelected for six terms; and

WHEREAS, the Honorable Garret Ferrara served as a distinguished member of Council, serving as Chair of various committees; and

WHEREAS, the Honorable Garret Ferrara dedicated many hours of his time to serving the constituents of his ward.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Kent, Portage County, Ohio, at least a majority of all members elected thereto concurring:

SECTION 1. That the Council of the City of Kent, personally and collectively, on behalf of the Mayor of Kent, the City Administration, all employees of the City and residents of the City, does hereby express deep appreciation to the Honorable Garret Ferrara for the many contributions made by him resulting in benefit to the City of Kent, during his twenty-four-year tenure as a member of this Council.

SECTION 2. That the Clerk of this Council is hereby directed to forward a duly attested copy of this resolution to the Honorable Garret Ferrara.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council, and any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 4. That this resolution shall take effect and be in force from and after the earliest date allowed by law.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *RESOLUTION No. _____*, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

DRAFT RESOLUTION NO. 2023-088

A RESOLUTION OF COMMENDATION AND APPRECIATION TO THE HONORABLE JOHN KUHAR FOR THE GENEROUS CONTRIBUTION OF HIS TIME AND TALENTS AS WARD 4 COUNCIL FOR THE PAST EIGHTEEN YEARS.

WHEREAS, the Honorable John Kuhar was first appointed to Kent City Council in 2006 and was successfully reelected for four terms; and

WHEREAS, the Honorable John Kuhar served as a distinguished member of Council, serving as Chair of various committees; and

WHEREAS, the Honorable John Kuhar dedicated many hours of his time to serving the constituents of his ward.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Kent, Portage County, Ohio, at least a majority of all members elected thereto concurring:

SECTION 1. That the Council of the City of Kent, personally and collectively, on behalf of the Mayor of Kent, the City Administration, all employees of the City and residents of the City, does hereby express deep appreciation to the Honorable John Kuhar for the many contributions made by him resulting in benefit to the City of Kent, during eighteen year tenure as a member of this Council.

SECTION 2. That the Clerk of this Council is hereby directed to forward a duly attested copy of this resolution to the Honorable John Kuhar.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council, and any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 4. That this resolution shall take effect and be in force from and after the earliest date allowed by law.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *RESOLUTION No. _____*, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

DRAFT RESOLUTION NO. 2023-089

A RESOLUTION OF COMMENDATION AND APPRECIATION TO THE HONORABLE TRACY WALLACH FOR THE GENEROUS CONTRIBUTION OF HER TIME AND TALENTS AS WARD 6 COUNCIL FOR THE PAST SIXTEEN YEARS.

WHEREAS, the Honorable Tracy Wallach was first appointed to Kent City Council in 2006 and was successfully reelected for three more terms; and

WHEREAS, the Honorable Tracy Wallach served as a distinguished member of Council, serving as Chair of various committees; and

WHEREAS, the Honorable Tracy Wallach dedicated many hours of her time to serving the constituents of her ward.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Kent, Portage County, Ohio, at least a majority of all members elected thereto concurring:

SECTION 1. That the Council of the City of Kent, personally and collectively, on behalf of the Mayor of Kent, the City Administration, all employees of the City and residents of the City, does hereby express deep appreciation to the Honorable Tracy Wallach for the many contributions made by her resulting in benefit to the City of Kent, during her sixteen-year tenure as a member of this Council.

SECTION 2. That the Clerk of this Council is hereby directed to forward a duly attested copy of this resolution to the Honorable Tracy Wallach.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council, and any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 4. That this resolution shall take effect and be in force from and after the earliest date allowed by law.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *RESOLUTION No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

DRAFT ORDINANCE NO. 2023 -081

AN ORDINANCE AMENDING CHAPTER 351 OF THE CODIFIED ORDINANCES OF THE CITY OF KENT TITLED “PARKING GENERALLY”, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Kent wishes to modify Chapter 351 titled “Parking Generally”, specifically Section 351.08(a) and 351.08(b) of the Codified Ordinances; and

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That Council does hereby amend Chapter 351 titled “Parking Generally”, specifically Section 351.08(a) and 351.08(b) of the Codified Ordinances to amend per Exhibit “A”, attached hereto and made a part thereof.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

EXHIBIT "A"

351.08 ~~UNATTENDED UNOCCUPIED VEHICLE: DUTY TO STOP ENGINE,
REMOVE KEY, SET BRAKE AND TURN WHEELS.~~

(a) No person ~~driving or~~ in charge of a motor vehicle shall permit **the vehicle's engine to continue running while the vehicle is unoccupied.** ~~it to stand unattended without first stopping the engine, locking the ignition, removing the key from the ignition, effectively setting the parking brake, and, when the motor vehicle is standing upon any grade, turning the front wheels to the curb or side of the highway.~~

The requirements of this section relating to the stopping of the engine **of the motor vehicle** , ~~locking of the ignition and removing the key from the ignition of a motor vehicle~~ do not apply to any of the following:

- (1) A motor vehicle that is parked on residential property;
- (2) ~~A motor vehicle that is locked, regardless of where it is parked;~~
- ~~(3)~~ An emergency vehicle;
- (4) **(3) A public safety vehicle.**
- (4) City Service vehicles**

(b) **"Unoccupied Vehicle" shall mean a vehicle that is standing or parked that contains no persons or live animals.**

DRAFT ORDINANCE NO. 2023-090

AN ORDINANCE AMENDING THE CITY'S ZONING DISTRICTS MAP FOR PARCEL #17-046-00-00-019-009 TO BE REZONED TO O-R: OPEN SPACE-RECREATION DISTRICT, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Kent Planning Commission is recommending a proposed amendment to the City's Zoning Districts Map to allow Parcels #17-046-00-00-019-007 and #17-046-00-00-018-000 (both combined into new parcel #17-046-00-00-019-009) to be re-zoned from R-2: Medium Density Residential District to O-R: Open Space-Recreation District; and

WHEREAS, on November 7, 2023, the Planning Commission voted unanimously to recommend the zoning map change.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio, that:

SECTION 1. Kent City Council does hereby authorize the amendment to allow Parcel #17-046-00-00-019-009 to be re-zoned to O-R: Open Space-Recreation District.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council, this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

DRAFT ORDINANCE NO. 2023-091

AN ORDINANCE ADOPTING CHANGES TO THE DESIGN GUIDELINES AND PART ELEVEN - PLANNING AND ZONING CODE, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Kent has previously adopted design guidelines for all new construction, structural or cosmetic modifications to a building's exterior, and all permanent signs not in the public right-of-way that are located within the "Downtown / West River Overlay District"; and

WHEREAS, the changes to the design guidelines address the numerous comments received from the public and members of various boards and committees throughout the three (3) phases of the update to the design guidelines process; and

WHEREAS, the new design guidelines will be used to encourage and promote the design of buildings through recommendations to building owners and tenants of commercial spaces located in the "Downtown / West River Overlay District".

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the proposed City of Kent Design Guidelines, revised on October 15, 2023, a copy of which is attached hereto as Exhibit "A", and made a part hereof, is hereby adopted as supplemental recommendations only to the "PART ELEVEN – PLANNING AND ZONING CODE.

SECTION 2. That all existing ordinances which are in conflict with the provisions of this ordinance are hereby REPEALED. Specifically, Appendix A and Appendix B of PART ELEVEN – PLANNING AND ZONING CODE and any reference thereto in the Kent Codified Ordinances are REPEALED.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council, this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL



City of Kent, OH

DRAFT Design Guidelines

Revised 10/15/2023

TABLE OF CONTENTS

Glossary of Terms	3-4
Introduction	5-7
1.0 Site Design	8-9
2.0 Building Design	10-19
3.0 Signs	20-23



GLOSSARY OF TERMS

The terms included here are terms that are referenced in these Design Guidelines. For terms that are not included here, refer to the City of Kent's Planning and Zoning Code, Chapter 2—Definitions.

1. **Activate or Activation.** The portion of a building or site designated for use by activities that engage with the pedestrian and the public realm that it abuts.
2. **Articulation.** See Façade Articulation.
3. **Building Massing.** The overall configuration of the major three-dimensional volumes, modules, or elements of an individual building and its facade. Such volumes, modules, or elements are generally defined by significant and recognizable changes in height, setback, or facade plane.
4. **Context/Contextual.** A building or design element that responds to social, cultural, and architectural stimuli as well as other elements in the built environment that may influence a site, structure, or building.
5. **Design Guidelines.** A set of design parameters for developments and building alterations that require design review. The guidelines, as design guidance, are adopted public statements of intent and are used to evaluate the acceptability of a project's design. Design guidelines help ensure that the design review process will result in advice and recommendations, which stay focused on Kent's set of aesthetic expectations for the projects being reviewed. Compliance with the guidelines is not mandatory.
6. **Façade.** The exterior face or wall surface of a building. While often associated with the front (or face) of a building, façades are typically those portions of a building's exterior that can be viewed from a public way or street.
7. **Façade Articulation.** Design elements that add texture, interest, depth and rhythm to the facade of a building, including horizontal and vertical projections, cornices, balcony rows, design patterns, awnings and canopies, as well as horizontal and vertical changes in material, color and/or finish.
8. **Human Scale.** The perception of a building and its parts based on proportions, scaling elements, and context-sensitive solutions that allow a human to reasonably interpret the design as relatable to the size of a person.
9. **Lintel.** A beam or other support at the top of a door or window. Most lintels are decorative and also provides structural support.
10. **Local Historic Property.** Any building, structure, site, or object which has special character or special archaeological, historic or aesthetic value as part of the development, heritage, archaeological or cultural characteristics of Kent, the State of Ohio or the United States and which has been designated as such pursuant to the provisions of Kent Codified Ordinance (KCO) Chapter 1393. (See Section 1393.06).

GLOSSARY OF TERMS

11. **Massing.** See Building Massing.
12. **Materiality.** The use of various materials or substances on a façade, balcony, window, or roof.
13. **Pedestrian Realm.** The portion of a public or private right-of-way dedicated to uses other than vehicle movement or parking. The pedestrian realm includes sidewalks, civic spaces, planting areas and other streetscape elements.
14. **Primary Street Façade.** A primary building façade is one that abuts and is visible from a primary street.
15. **Public Realm.** Areas within the right-of-way (including streets and sidewalks), parks, publicly owned open space, and publicly-accessible areas on private property, including off-street pedestrian connections. The public realm is that space occupied both in physical and visual terms by the public. It is created by such elements as the parts of the building that are visible from the street, the front yard, the sidewalk, street trees, lighting, and the street itself.
16. **Sign Band.** A horizontal band extending the full width of the building facade and located between the highest first floor windows and the cornice, or if there is more than one story, the highest first floor windows and the bottom of the second floor windows.
17. **Street Level.** The first story or level in a building or structure. Street level will generally be considered to be the story or level of a building or structure that interfaces directly with the public realm, including street level building frontages abutting streets, open spaces and off-street pedestrian connections, such as walkways and paths.
18. **Street Wall.** The vertical plane parallel to the street in which the front building facades of the majority of the buildings along a street are located.
19. **Texture.** The visual and tactile expressions of materials used in a building that is produced by how the given material is produced and how it is employed. See Materiality.
20. **Upper Stories.** The upper portion of a building that is above the street level façade.
21. **Visible Façade.** Any façade, which is not categorized as a primary street façade, but which is visible, in full or part, from the public realm.

INTRODUCTION

OVERVIEW

The City of Kent Downtown/West River Overlay District (Overlay District) includes the majority of the Commercial-Downtown (C-D) Zoning District, and some commercial properties located in the Commercial High Density Multifamily-Residential (C-R), High Density Multifamily-Commercial (R-C), and Multifamily Residential (R-4) Zoning Districts located to the east and west of downtown, including along East Main Street, Gougler Avenue and North Mantua Street.

The primary area included in the Overlay District is the downtown Central Business District, which is a mixed-use pedestrian focused area. Its special character is defined by the quality of the “public realm” and its unique built environment that was a focal point of the downtown redevelopment that took place between 2010-2015. This document aims to encourage the level of design quality generated by new development, renovations to existing structures, including buildings designated as a local historic property, as defined in KCO Chapter 1393, and other physical improvements, are complementary and reflective of the unique nature of this area.

PURPOSE

The purpose of these Design Guidelines is to provide a comprehensive document articulating the level of design quality expected of public and private improvements within the Overlay District.

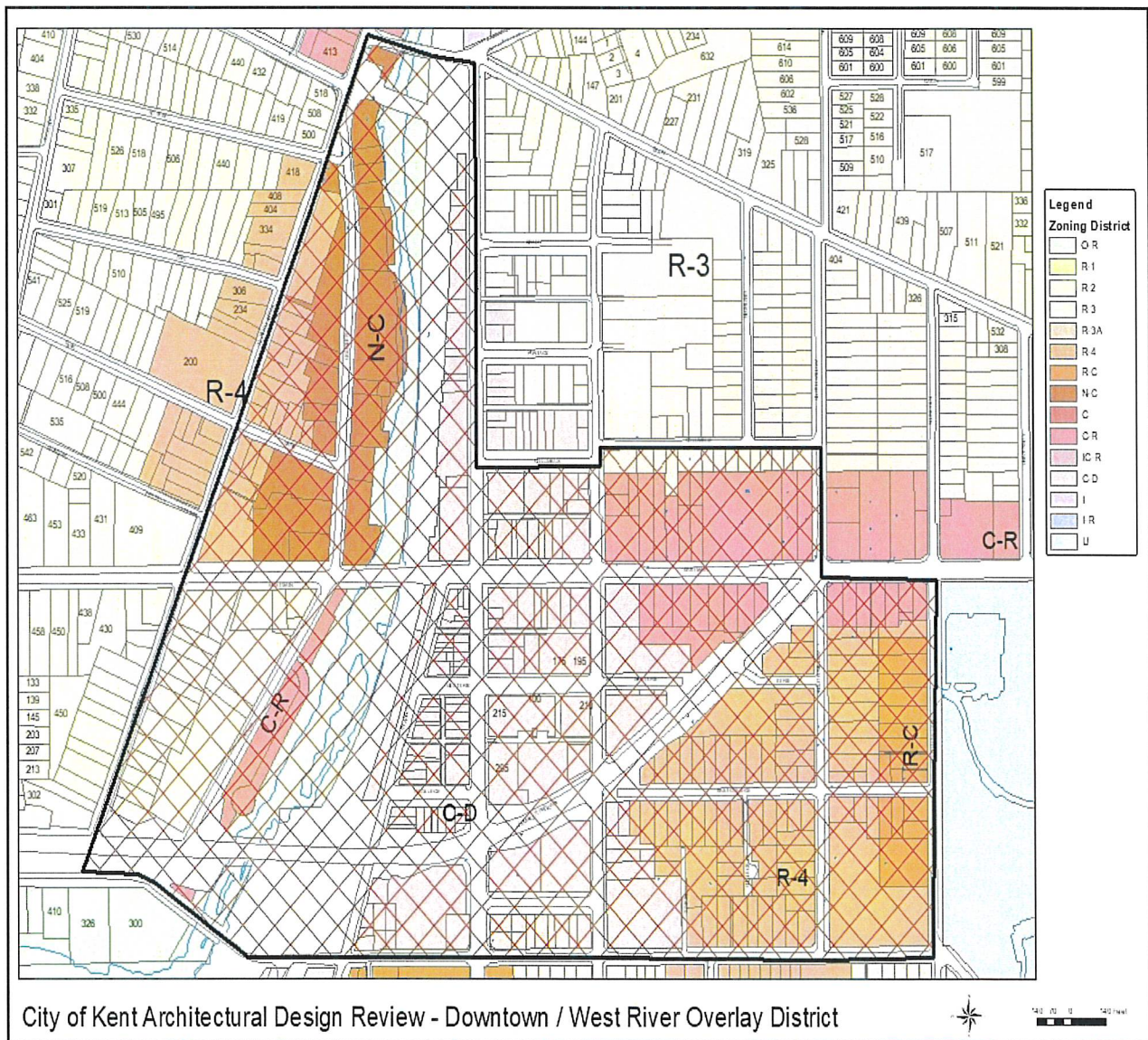
This document serves as the basis for evaluating commercial projects, including new construction, renovations to existing facades and signage within the Overlay District. The Design Guidelines will assist property owners with understanding the context of the built environment and design approach that applies within the Overlay District and helps owners when they are faced with decisions about alterations and new construction.

APPLICABILITY

The Design Guidelines are applicable to all new construction, exterior renovations, signage, and improvements of public and private commercial structures and buildings in the Overlay District (see Figure 1). In accordance with Section 1111.04(B)(4) of the City of Kent Zoning Code, the Design Guidelines do not apply to the new construction or renovation of owner-occupied residential properties. When applicable, this document also serves as the basis for the relevant findings of the Architectural Review Board (ARB).

INTRODUCTION

Figure 1. Downtown / West River Overlay



INTRODUCTION

GOALS

The success of downtown Kent is its focus on the pedestrian environment, retail vitality, indoor and outdoor experiences, and placemaking. To build on downtown Kent's successes and to support the purpose of the Design Guidelines, the following goals have been established for these Design Guidelines:

- Achieve good design to support ongoing economic vitality and sustain property values.
- Ensure that downtown Kent's unique visual identity is sustained to enhance downtown Kent's sense of place.
- Facilitate connectivity with Kent State University.
- Assist small business owners, commercial tenants, and developers operating within the Overlay District, with design guidance.
- Promote complementary design activities that can promote balance to the diversity of styles, character, and age of buildings.
- Acknowledge the presence and value of structures designated as a local historic property through the processes delineated in KCO Chapter 1393, and encourage owners of such properties to consider style and existing design elements when planning for exterior renovations.
- Educate the public about various aspects of good design.
- Make Kent a destination place for residents, visitors, and new businesses.



1. BUILDING PLACEMENT

GUIDING PRINCIPLES



- The “public realm” is the space that physically and visually is occupied by the public and includes areas of a building that are visible at the street level, sidewalks/walking paths, exterior lighting, both on private buildings and in the public right-of-way, street trees, landscaped spaces and the road itself, including on-street parking and crosswalks.
- The character of the “public realm” influences the design by taking into consideration the site and the character of the surroundings and takes precedence over individual structures or buildings. How buildings relate to the surrounding streets public spaces and amenities, as well as other buildings profoundly influences the pedestrian experience in the “public realm.”
- The pattern of buildings abutting the street and the sidewalk creates a well-defined edge, also known as a “street wall,” that frames streets and open spaces. The street wall provides a sense of spatial definition or enclosure for the pedestrian that creates a coherent pedestrian environment that reinforces and creates a sense of place while also making for a pleasant, comfortable, and safe pedestrian environment.
- Buildings should reflect architectural quality through design and the selection of materials/finishes that are based on the character of the surroundings, and not solely on the building itself.

1. BUILDING PLACEMENT

Intent Statements

- To orient primary building façades towards the street and the public realm
- To ensure engagement between building uses and the public realm
- To encourage additional open spaces for pedestrian & outdoor activities, such as outdoor dining
- To use the location of buildings to define & contain the street space to support pedestrian activity
- To use street corners to create a distinctive, attractive, & memorable sense of place



DESIGN GUIDELINES

- Locate public areas such as lobbies, retail and dining along building walls that abuts the street or pedestrian walk areas so that they are visible & accessible.
- At the intersection of two streets, the front facades on both streets should be sited to clearly define the corner & enhance a sense of street enclosure.
- To enhance the special nature of downtown streets with an appropriately composed & cohesive architectural presence that expresses the character of the area.

2. BUILDING DESIGN

GUIDING PRINCIPLES



- All sides of the building should be given design consideration, including the roof.
- Buildings that express the uses inside to the viewer outside are more comprehensible. Similarly, buildings that acknowledge the activity outside them are more integrated into the public realm.
- Buildings with durable and low-maintenance materials withstand the test of time.
- Creativity and design expression that is reflective of the services or products of the occupying business or tenant are encouraged.
- Architectural design is complex and should not promote a single style or be limited to specific features or details.
- Local historic properties, as defined by KCO Chapter 1393, are focal points of the downtown and add character and variety and their character and features should be respected when considering alterations.
- The character of a building's broader surroundings is important and needs as much consideration as the building itself.

2. BUILDING DESIGN

Intent Statements

- To encourage buildings that are complementary with their surroundings
- To ensure building massing supports a comfortable street level & pedestrian experience
- To create buildings that frame & define public streets, alleys, & urban, open spaces
- To design buildings that transition to adjacent areas by utilizing styles that are complementary
- Architectural variety in building design can occur, while still maintaining a sense of cohesion with its surroundings through the use of lighting and streetscape



DESIGN GUIDELINES

- Ground floor heights should provide a welcoming scale of 14 feet or greater.
- Use of structural bays, expressed columns, and window elements should be utilized to promote a pedestrian scale.
- Building massing should delineate & communicate the base, middle, & top of the building.
- Building massing should emphasize key building features such as primary entries.
- Building massing should promote a sense of human scale at the street level by distinguishing this level from the remainder of the building's stories.

2. BUILDING DESIGN



DESIGN GUIDELINES

- Contemporary architecture is encouraged when the design also incorporates some elements of traditional form and massing visible in other existing buildings in the surrounding area.
- Adaptive reuse involving the renovation of existing structures for a new use or purpose is strongly encouraged.
- A building's mass, scale, form, height, and floor-to-floor horizontal alignment can vary, but should not be in stark contrast to its surroundings. Consideration should be given to the surrounding context within approximately one block of the proposed development on both sides of the street.
- Street wall height may vary throughout the street and within each block to support architectural variety, but the height of the street wall should aim to align the established height along the majority of the block frontage.

2. BUILDING DESIGN

Intent Statements

- To further refine building form, massing and proportions through the use of facade details and design elements
- To promote well-detailed facade designs with texture and depth that provide a sense of human scale and generate visual interest
- To minimize blank or long expanses of wall at the street level and on the upper floors of buildings



DESIGN GUIDELINES

- Variation in the arrangement & placement of windows, doors, materials & design patterns should be used to emphasize building features, such as entries, corners, & changes in interior use.
- Design elements and features used on the street level facade should coordinate with upper floor design elements to result in a cohesive building design.
- Locate publicly accessible commercial/office spaces, not private spaces, along the street level to facilitate a safer & more vibrant environment for pedestrians.

2. BUILDING DESIGN

Intent Statements

- To encourage the use of well-detailed exterior materials that generate a visual sense of texture and depth
- To give consideration to how the changes in exterior building materials can enhance the visual aspects of the building
- To promote the use of a variety of high-quality durable exterior materials, including but not limited to, brick and Hardie board
- To utilize finishes, materials, and colors that are complementary of existing buildings and create a sense of visual balance



DESIGN GUIDELINES

- All visible facades of a building should be treated equally in terms of materials, color, & design details.
- Synthetic materials, including but not limited to artificial stone, slag brick, and resin should be used in ways that avoid excessive imitation or false replication of natural materials.
- Excessive uniformity is discouraged, but variations in materials should be balanced to create a unified sense of whole in an area.
- Building facades should incorporate materials that are appropriate to individual massing components & create connectivity to the public realm.

2. BUILDING DESIGN



Design Guidelines

- Bolder, brighter colors, including corporate branding colors, may be applied to areas or elements of the building where they are ancillary to the main features of the building or storefront space and are applied in ways that do not dominate the overall color palette.
- Bolder, brighter colors can be balanced by integrating natural materials and textures into the overall façade design.
- Consideration should be given to the colors of a building's body, trim & accents & details to be highlighted, when considering building colors.
- Use of materials that gracefully weather, or develop a patina, depicting the passage of time can add unique coloring & design elements that complement more contemporary design details.
- When considering dominant color choices for a façade, attention needs given to the façade's positioning on the street and how various colors reflect or absorb sunlight throughout various points of the day.

2. BUILDING DESIGN

Intent Statements

- To provide a minimum level of transparency on all facades
- To ensure that building activities are visible from the public realm and vice versa
- To ensure that building facades do not cause glare or negative effects for pedestrians or drivers
- To facilitate transparency at the street level, providing interest & activity along the sidewalk & at night, providing a secondary, more intimate, source of lighting



DESIGN GUIDELINES

- Maximize the transparency of the street level façade to allow views of the use & activity within the building.
- Use of retractable or full-length windows that open are encouraged to activate the public realm.
- Large expanses of glass should be subdivided into smaller units.
- Windows should generally utilize traditional proportions & be taller than they are wide.
- Upper floor windows should generally include a defined lintel & sill.
- Use of bay windows at the street level should be discouraged.

2. BUILDING DESIGN

Intent Statements

- To emphasize the importance of pedestrian entries as a defining feature of street level design
- To ensure that pedestrian entrances are located to generate activity & vibrancy at street level
- To promote effective movement to & from a building that is signaled by the architecture to welcome & link pedestrian movement to the broader public realm at the street level
- To ensure buildings interact seamlessly with adjoining sidewalks, streets & open spaces



DESIGN GUIDELINES

- Position entrances at active locations that enable & promote pedestrian walkability & connectivity.
- Entrances should be designed to pronounce their purpose and location through the use of recessed or projected features that add variation to the horizontal plane of the street level façade.
- Adequately recess or cover entrances to provide shelter from the elements.
- Entrances should be easily identifiable and create a transitional space between the building and the street level.

2. BUILDING DESIGN



DESIGN GUIDELINES

- Larger buildings should provide multiple entrances along frontages greater than 100 feet in length.
- Mixed use buildings with shared entrances to upper story uses should use architectural elements, furnishings, and/or landscaping to clearly articulate and differentiate them from street level commercial/retail entrances.
- At the intersection of two streets, the building corner should be defined by incorporating a prominent architectural feature and/or differentiation in design from the facades on both streets that makeup the corner.
- Building located on corners need to take into consideration buildings on opposite corners.

2. BUILDING DESIGN

Intent Statements

- To add visual interest to the pedestrian environment at the street level
- To provide shade and protection from the elements for pedestrians
- To create interesting rhythms and patterns along the building facade
- To ensure that awnings are made of durable and quality materials
- To enhance storefront design & attractiveness



DESIGN GUIDELINES

- Care should be taken when placing awnings to preserve views down the street.
- Awnings should be consistent with, & relate to, the facade design of the building.
- The design of awnings from one building & block to the next should be diverse, but remain compatible with the overall street context of the area.
- Awnings should be designed as individual components & not be continuous along the buildings street level.
- The color of awnings should complement the building façade.
- Awnings should not obscure architectural building features.
- Awnings should be made of durable materials designed for exterior use.

3. SIGNS

GUIDING PRINCIPLES



- Signs and their placement in commercial areas, promotes business activity by creating visual interest through variations in shape, font, colors, and enhances the pedestrian experience along the streetscape.
- Good sign design ensures that a business's advertising needs are met, while also enhancing a building's architecture and site location.
- The size, shape and proportions of any sign should be compatible with the size and scale of its surroundings and should not compete with or obscure other design features of the building, site, or streetscape.

The guidelines for signs addresses sign composition and character only. All signs must be reviewed by the Community Development Department to ensure compliance with all applicable sign regulations as specified in the City of Kent Planning and Zoning Code.

3. SIGNS

Intent Statements

- To encourage signs that complement a vibrant, pedestrian-oriented street frontage
- To promote creative and iconographic sign design at prominent locations
- To encourage signs that fit the character of the Kent community and that do not detract from or overpower the features of a building's façade
- To encourage sign design that is expressive of individual commercial proprietors and businesses



DESIGN GUIDELINES

- Use of materials that exhibit craftsmanship & which contribute to individual business identity should be used.
- Use of dimensional letter forms (min. of 1/2" deep) on wall and blade signs are preferred to flat, vinyl, or painted acrylic.
- Fasteners & other sign attachment devices should be integrated into the façade design & not cause unnecessary damage.
- Window signs should not block views into an establishment and allow pedestrians to see through them.

3. SIGNS

Intent Statements

- To provide adequate lighting of signs for legibility and orientation
- To encourage lighting that enhances the character of the pedestrian experience at the street level
- To ensure that sign lighting is coordinated with building facade design and lighting
- To ensure that sign lighting does not adversely affect the Public Realm or adjacent properties



DESIGN GUIDELINES

- Illumination external to the sign surface with lighting directed at the sign is desirable for street level businesses.
- Backlit signs, in certain circumstances, may be acceptable, but illumination should be muted and not stark.
- Power sources, raceways, and conduit should be concealed.
- Internally lit exterior signs are strongly discouraged.
- Neon signs can be displayed in a window, but mounting a neon sign externally on a building is strongly discouraged.

3. SIGNS



DESIGN GUIDELINES

- Sign lighting should be consistent with the overall building lighting.
- Sign lighting should provide support to nighttime pedestrian activity.
- Halo illumination should be considered for signs that will be displayed on taller buildings,
- structures with larger massing, or signs that will be displayed above the street level.
- External illumination of signs is preferred for smaller storefronts on the street level.
- Scale the brightness and visual impact of sign illumination to the surrounding area's level of activity while ensuring that the light level from the sign does not overpower other signs on the street or the façade.

DRAFT ORDINANCE NO. 2023 - 092

AN ORDINANCE AMENDING SECTION 913.05 OF THE KENT CODIFIED ORDINANCES, INCREASING THE WATER RATES OF THE CITY OF KENT, OHIO BY THREE PERCENT (3%) BEGINNING WITH THE FIRST BILLING CYCLE IN JANUARY, 2024, AND DECLARING AN EMERGENCY.

WHEREAS, the cost of treating potable water at the City of Kent water treatment plant has increased; and

WHEREAS, the City of Kent needs to increase its charges to the utility customers that generate the water by three percent (3%) beginning in January, 2024 to cover said cost increases;

WHEREAS, the current rates do not generate sufficient funds to upgrade and maintain the infrastructure as needed or to cover the increased costs of the chemicals needed to process the water; and

WHEREAS, time is of the essence, to allow the rate increase to take effect with the first billing cycle in January, 2024.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That Section 913.05 of the Kent Codified Ordinances be amended to reflect a three percent (3%) increase in water treatment rates as shown in the attached draft, marked Exhibit "A", attached hereto and made a part hereof, effective for the first billing cycle in January, 2024.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

EXHIBIT "A"

913.05 RATES AND CHARGES: WATER REVENUE FUND.

(c) For the purposes provided in subsection (b) hereof, the following rates for the product and services of the system are hereby established:

Subject to the minimum charges described below:

Effective for the first billing cycle in January ~~2023~~ 2024.

~~\$46.837~~ **\$48.242** For each 1,000 cubic feet of water consumed up to and including 100,000 cubic feet per month;

~~\$44.646~~ **\$45.986** For each 1,000 cubic feet of water consumed in excess of 100,000 cubic feet per month up to and including 300,000 cubic feet per month; and

~~\$42.161~~ **\$43.426** For each 1,000 cubic feet of water consumed in excess of 300,000 cubic feet per month.

MINIMUM CHARGE PER MONTH

Water Meter Line	Quantity (cu. Ft.)	Monthly Minimum Charges	
Size Charge (inches)			
3/4 and 5/8	300	14.051	14.473
1	900	42.154	43.418
1.5	1800	84.307	86.836
2	2400	112.410	115.782
3	3400	159.247	164.024
4	4500	210.768	217.091
6	9000	421.536	434.182
8	15000	702.560	723.636
10	22500	1053.384	1085.460
12	36000	1686.143	1736.727

(d) In future years, rates for conducting and managing the water production system to supply potable water will increase as follows:

- (1) The water rate billing for ~~2023-2024~~ will increase by three percent (3%);
- (2) The water rate billing ~~2023-2024~~ and every year thereafter, will increase by three percent (3%);
- (3) City Council reserves the right to review these increases annually during the capital budget review.

DRAFT ORDINANCE NO. 2023 -093

AN ORDINANCE AMENDING SECTION 915.72 OF THE KENT CODIFIED ORDINANCES, INCREASING THE SEWER RATES OF THE CITY OF KENT, OHIO BY THREE PERCENT (3%) BEGINNING WITH THE FIRST BILLING CYCLE IN JANUARY, 2024, AND DECLARING AN EMERGENCY.

WHEREAS, the cost of treating wastewater at the City of Kent wastewater treatment plant has increased; and

WHEREAS, the City of Kent needs to increase its charges to the utility customers that generate the wastewater by three percent (3%) beginning in January 2024 to cover said cost increases;

WHEREAS, the current rates do not generate sufficient funds to upgrade and maintain the infrastructure as needed; and

WHEREAS, time is of the essence, to allow the rate increase to take effect with the first billing cycle in January 2024.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That Section 915.72 of the Kent Codified Ordinances be amended to reflect a three percent (3%) increase in wastewater treatment rates as shown in the attached draft, marked Exhibit "A", attached hereto and made a part hereof, effective for the first billing cycle in January 2024.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

EXHIBIT "A"

915.72 WASTEWATER TREATMENT RATES.

(g) For lots, parcels of land, building or premises using water exclusively supplied by the City, such sewage service charge or rental shall be based upon the quantity of water used thereon or therein, as measured by the City water meters installed or approved by the Director and shall be at the rate of ~~sixty five dollars and 77.1 cents (\$65.771)~~ **sixty seven dollars and 74.4 cents (\$67.744)** for each 1,000 cubic feet of water consumed that in no event shall such sewage service charge or rental be less than the ~~\$65.771~~ **\$67.744** amount determined by application of the following schedules to each connection with the works which amount is hereby declared to a minimum charge.

(h) Effective for the first billing cycle January ~~2023~~ **2024**:

MINIMUM CHARGE PER MONTH

Water Meter Line	Size Charge	Quantity	Monthly Minimum Charges			
(inches)		(cu. Ft.)				
3/4 and 5/8		300		19.731		20.23
1		900		59.194		60.969
1.5		1800		118.387		121.939
2		2400		157.849		162.585
3		3400		223.620		230.329
4		4500		295.968		304.847
6		9000		591.935		609.693
8		15000		986.559		1016.156
10		22500		1479.991		1524.391
12		36000		2367.927		2438.965

(i) Thereafter, the rates for processing sewage will increase as follows:

- (1) The sewer rate billing in ~~2023~~ **2024** will increase by three percent (3%).
- (2) (2) The sewer rate billing in ~~2023~~ **2024** and every year thereafter, will increase by three percent (3%);
- (3) City Council reserves the right to review these increases annually during the capital budget review.

DRAFT ORDINANCE NO. 2023 -094

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO CONTRACT, ON BEHALF OF THE CITY OF KENT, WITH THE OFFICE OF THE PUBLIC DEFENDER, PORTAGE COUNTY, FOR THE PROVISION OF LEGAL COUNSEL TO INDIGENT PERSONS CHARGED WITH POTENTIAL PENALTY OF INCARCERATION FOR OFFENSES COMMITTED IN VIOLATION OF THE ORDINANCES OF SAID CITY FOR THE PERIOD JANUARY 1, 2024 THROUGH DECEMBER 31, 2024, AND DECLARING AN EMERGENCY.

WHEREAS, the City has received the proposed contract from the Public Defender's office, and the contract is to take effect on January 1, 2024; and

WHEREAS, the City is obligated to enter into the agreement pursuant to the Ohio Revised Code.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the City Manager is hereby authorized to contract, on behalf of the City of Kent, with the Office of the Public Defender, Portage County, for the provision of legal counsel to indigent persons charged with potential penalty of incarceration for offenses committed in violation of the ordinances of said city for the period January 1, 2024 through December 31, 2024, said contract marked as Exhibit "A", attached hereto and incorporated herein.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *RESOLUTION No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

EXHIBIT “A”

CONTRACT FOR COUNTY PUBLIC DEFENDER SERVICE TO MUNICIPAL CORPORATION

AGREEMENT

This AGREEMENT, which is subject to and conditioned upon approval by the Ohio Public Defender Commission, is entered into between the Portage County Public Defender Commission, hereinafter called the Commission, and the City of Kent, Ohio, hereinafter called the City.

WHEREAS, the City recognizes its responsibilities under the laws of the State of Ohio and of the United States of America to provide legal counsel to indigent persons charged with potential loss of liberty offenses under its municipal ordinances; and

WHEREAS, the City, in furtherance of the execution of its legal responsibilities, desires to contract with the Commission for delivery of legal services and representation by the Portage County Public Defender to the City’s indigent citizens and others so situated.

NOW, THEREFORE, the parties, in recognition of the foregoing, and in conformity with all applicable standards of indigency and other rules and standards established by the Ohio Public Defender Commission and the Office of the Ohio Public Defender, do hereby mutually agree to bind themselves as follows:

1. Scope of Work

The Commission shall, in a satisfactory and proper manner under the terms and conditions contained herein, provide legal counsel and representation to all indigent or otherwise eligible defendants charged with criminal violations of the City’s municipal ordinances which carry a potential penalty of incarceration. The eligibility for this service shall be determined by the Portage County Municipal Court and/or the Commission.

2. Compensation

The City shall pay to the Commission the sum of One Hundred Fifty Dollars (\$150.00) per charge which shall constitute payment for services rendered, and which is acknowledged by the parties as a fee which does not and shall not exceed the fee schedule in effect and adopted by the Portage County Commission for appointed counsel pursuant to its Resolution No. 99-377, dated June 1, 1999. In the event a case is closed and subsequently reopened under the same case number, the Commission shall be entitled to payment as if an additional criminal charge has been filed. The Commission shall provide an itemized accounting of cases handled in each quarter of the year.

3. Term of Service

The duration of this contract shall be for one (1) year commencing on January 1, 2024, and shall terminate on December 31, 2024, subject to the following:

- (a) The Commission shall not assign all or any part of this AGREEMENT without the prior written consent of the City, which consent shall not be reasonably withheld.
- (b) If the Commission should fail to fulfill in a reasonable, timely and proper manner, its obligations under this AGREEMENT, or if the Commission should substantially violate any of the covenants, agreements, or stipulations of this AGREEMENT, the City shall thereupon have the right to terminate this AGREEMENT by giving written notice to the Commission of such termination and specifying an effective date thereof at least sixty (60) days before the effective date of said termination. Termination by the City shall not constitute a waiver of any other right or remedy it may have at law or in equity for breach of the AGREEMENT by the Commission.

- (c) All amendments to this AGREEMENT agreed upon by the parties shall be in writing and made a part of this AGREEMENT.
- (d) There shall be no discrimination against any employee who is employed in the work covered by the AGREEMENT or against any application for such employment because of race, color, religion, sex or national origin. This provision shall apply but is not to be limited to employment, promotion, demotion, transfer, recruitment, recruitment advertising, lay-off, termination, raises of pay or other forms of compensation, and selection for training, including apprenticeship. The Commission shall insert a similar provision in any sub-contract for services covered by this AGREEMENT.
- (e) The Commission covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner with the performance of services required under this Agreement. No members of the Congress of the United States of America, or delegates thereto, and no resident commissioner shall share in any part hereof or any benefits arising here from.

4. Duties:

“Indigency shall be determined in conformity with all applicable standards of indigency under rule 120-1-03 of the Ohio Administrative Code and other rules and standards established by the Ohio Public Defender Commission and the Office of the Ohio Public Defender.” “In addition to indigency determination, all rules, standards and guidelines issued by the office of the Ohio Public Defender and Ohio Public Defender Commission shall be followed.”

IN WITNESS WHEREOF, the parties have hereunto set their hands this _____ day of _____, 202____.

FOR THE CITY:

FOR THE COMMISSION:

Dave Ruller, City Manager

Chairman

APPROVED AS TO FORM:

Hope L. Jones, Law Director
City of Kent

CERTIFICATE OF DIRECTOR OF BUDGET AND FINANCE

It is hereby certified that the amount of (\$20,000.00) required to meet the contract, agreement, obligation, payment or expenditure, for the above, has been lawfully appropriated or authorized or directed for such purposes and is in the City Treasury or in the process of collection to the credit of THE GENERAL Fund free from any obligation or certificates now outstanding.

Date

Rhonda Hall
Budget and Finance Director

DRAFT ORDINANCE NO. 2023- 095

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR, UPON THE ISSUANCE OF A CERTIFICATE OF AVAILABILITY OF FUNDS, TO PAY CERTAIN PURCHASE ORDERS MADE THAT EXCEED \$3000.00; AND DECLARING AN EMERGENCY.

WHEREAS, the Finance Director is required by ORC 5705.41(D) to certify the availability of funds to pay for goods or services upon all contracts and purchase orders; and,

WHEREAS, if the Certification of the Finance Director is not attached to the contract or purchase order over Three Thousand Dollars and No Cents (\$3,000.00) Council must pass an ordinance allowing for a warrant for payment to be issued upon the Finance Director's certification that at the time of making the contract or order and at the time of the certification there was sufficient funds necessary for the payment of such contract and orders; and,

WHEREAS, the Finance Director has indicated that such a certification described above can be executed.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Finance Director is authorized to make such warrants as are necessary to pay the due and owing amounts detailed in Exhibit "A", attached hereto and made an integral part hereof.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formation action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reason manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

Department	01.108 Safety Department,Fire Services/Prevention/EMS	G/L Date	01/03/2023	Amount	36,000.00
Purchase Order	2023-00000013	Deliver by Date		Voided	.00
Description	FD CAD, fire, RMS, mobile eyes maint fees, Verizon lines	Printed Date	01/03/2023	Discounted	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Completed Date		Expensed	27,475.00
Vendor	1283 - Kent State Univ. Police	Expiration Date		Remaining	8,525.00
Type	Then/Now			Encumbered	8,525.00
Status	Open				
Purchase Order	2023-00000080	G/L Date	01/03/2023	Amount	6,065.00
Description	FD bay door repair including tempered glass	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	01/06/2023	Discounted	.00
Vendor	1960 - H & W Door Company	Completed Date	01/13/2023	Expensed	6,065.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000086	G/L Date	01/03/2023	Amount	9,585.96
Description	FD advice and guidance policy, procedure manuals and bulletins	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	01/09/2023	Discounted	.00
Vendor	4391 - Lexipol, LLC	Completed Date	01/13/2023	Expensed	9,585.96
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000466	G/L Date	01/12/2023	Amount	10,240.00
Description	FD maintenance for HVAC 2023	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	01/17/2023	Discounted	.00
Vendor	4917 - SPEC HVAC, LLC	Completed Date		Expensed	10,150.00
Type	Then/Now	Expiration Date		Remaining	90.00
Status	Open			Encumbered	90.00
Purchase Order	2023-00000468	G/L Date	01/12/2023	Amount	5,889.50
Description	FD 17 Cairns 1044 deluxe w defender helmets NFPA compliant	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	01/17/2023	Discounted	.00
Vendor	2300 - Fire Force Inc	Completed Date	02/03/2023	Expensed	5,889.50
Type	Then/Now	Expiration Date		Remaining	.00

Status	Complete			Encumbered	.00
Purchase Order	2023-00000724	G/L Date	02/02/2023	Amount	3,960.00
Description	FD annual maint contract for labor of ambulance cots	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	02/07/2023	Discounted	.00
Vendor	4842 - CSA Service Solutions, LLC/EMSAR	Completed Date	02/24/2023	Expensed	3,960.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000746	G/L Date	02/06/2023	Amount	7,000.00
Description	FD station supplies	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	02/08/2023	Discounted	.00
Vendor	4435 - Staples,Inc./Staples Contract & Com'I LLC	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	7,000.00
Status	Open			Encumbered	7,000.00
Purchase Order	2023-00000747	G/L Date	02/06/2023	Amount	11,000.00
Description	FD rental of oxygen and nitrous oxide	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	02/08/2023	Discounted	.00
Vendor	1507 - Linde Gas & Equipment Inc.	Completed Date		Expensed	5,440.31
Type	Then/Now	Expiration Date		Remaining	5,559.69
Status	Open			Encumbered	5,559.69
Purchase Order	2023-00000763	G/L Date	02/07/2023	Amount	13,808.00
Description	FD turnout gear for FF Lowery, FF Hinkle FF Joseph FF Parton	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	02/16/2023	Discounted	.00
Vendor	4114 - Municipal Emergency Svcs. Inc.	Completed Date		Expensed	13,758.00
Type	Then/Now	Expiration Date		Remaining	50.00
Status	Open			Encumbered	50.00
Purchase Order	2023-00000825	G/L Date	02/10/2023	Amount	10,506.81
Description	FD repair to tower 19-9976, rear wheel panel left side	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	02/16/2023	Discounted	.00
Vendor	4621 - Atlantic Emergency Solutions, Inc.	Completed Date	03/03/2023	Expensed	10,506.81

Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000913	G/L Date	02/23/2023	Amount	7,550.00
Description	FD repair to failed 110 gal. expansion tank for hot water system	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	03/02/2023	Discounted	.00
Vendor	4917 - SPEC HVAC, LLC	Completed Date	03/17/2023	Expensed	7,550.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001032	G/L Date	03/07/2023	Amount	7,000.00
Description	FD station supplies	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	03/14/2023	Discounted	.00
Vendor	5064 - Staples. Inc./Quill LLC	Completed Date		Expensed	1,889.05
Type	Then/Now	Expiration Date		Remaining	5,110.95
Status	Open			Encumbered	5,110.95
Purchase Order	2023-00001041	G/L Date	03/08/2023	Amount	4,046.88
Description	FD LED sceme light and fixture for Seagrave Twp - part only	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	03/09/2023	Discounted	.00
Vendor	2160 - Fallsway Equipment Co.	Completed Date	04/07/2023	Expensed	4,046.88
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001203	G/L Date	04/07/2023	Amount	5,925.15
Description	FD 2023 support for Portage County Haz. Mat. response team	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	04/07/2023	Discounted	.00
Vendor	1487 - Portage County Hazmat Team	Completed Date	04/28/2023	Expensed	5,925.15
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001388	G/L Date	05/08/2023	Amount	52,328.00
Description	FD 2023 Chevrolet Silverado 2500 Truck	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	05/08/2023	Discounted	.00
Vendor	2322 - Sarchione Chevrolet Inc	Completed Date	05/12/2023	Expensed	52,328.00

Purchase Order Report

G/L Date Range 01/01/23 - 11/08/23
 Sort by Department - Purchase Order Number
 Summary Listing

Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001465	G/L Date	05/18/2023	Amount	8,882.64
Description	FD repair to Rescue 1 - 2019 Pierce Pumper	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	05/19/2023	Discounted	.00
Vendor	4621 - Atlantic Emergency Solutions, Inc.	Completed Date	05/26/2023	Expensed	8,882.64
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001530	G/L Date	05/31/2023	Amount	3,219.76
Description	FD grease -sludge separator- floor drains	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	06/05/2023	Discounted	.00
Vendor	1553 - Rice Oil Co., LLC	Completed Date	06/08/2023	Expensed	3,219.76
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001567	G/L Date	06/06/2023	Amount	5,870.28
Description	FD repair to 2017 Ford Explorer	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	06/06/2023	Discounted	.00
Vendor	1289 - Klaben Ford Lincoln, Inc	Completed Date	06/08/2023	Expensed	5,870.28
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00002200	G/L Date	09/11/2023	Amount	14,566.50
Description	FD Crewforce Hardware/Software Project	Deliver by Date		Voided	.00
Department	01.108 Safety Department,Fire Services/Prevention/EMS	Printed Date	09/12/2023	Discounted	.00
Vendor	4836 - Hall Public Safety Upfitters	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	14,566.50
Status	Open			Encumbered	14,566.50
Purchase Order	2023-00002463	G/L Date	10/31/2023	Amount	3,491.80
Description	Flu Vaccine	Deliver by Date	10/31/2023	Voided	.00
Department	02.202 Board of Health,Sanitation & Inspections	Printed Date	11/06/2023	Discounted	.00
Vendor	5001 - Sanofi Pasteur Inc.	Completed Date	11/09/2023	Expensed	3,491.80

Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001573	G/L Date	06/06/2023	Amount	4,141.75
Description	KPR Kramer Light Pole Repair/LED Conversion 2023	Deliver by Date		Voided	.00
Department	03.530 Park & Recreation Board,Park Services	Printed Date	06/06/2023	Discounted	.00
Vendor	2931 - Graft Electric Inc	Completed Date	06/08/2023	Expensed	4,141.75
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000483	G/L Date	01/17/2023	Amount	4,500.00
Description	CD - Legal Adv. for PC & BZA	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	01/18/2023	Discounted	.00
Vendor	3739 - Do Not Use/Copley Ohio Newspapers, Inc./Record	Completed Date	10/03/2023	Expensed	960.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000707	G/L Date	02/01/2023	Amount	70,000.00
Description	CD - MSK Downtown Programs	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	02/08/2023	Discounted	.00
Vendor	1325 - Main Street Kent	Completed Date	11/09/2023	Expensed	70,000.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001133	G/L Date	03/27/2023	Amount	15,758.00
Description	CHIP - 940 S Willow St. Rehab Addendum - Hometown	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/07/2023	Discounted	.00
Vendor	4387 - Ellsworth/Catastrophe Response Team LLC, Tim	Completed Date	04/14/2023	Expensed	15,758.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001239	G/L Date	04/17/2023	Amount	11,000.00
Description	CD - Eviction Prevention/Housing Start-Ups	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/17/2023	Discounted	.00
Vendor	1210 - Coleman Professional Services/Coleman Health	Completed Date		Expensed	.00

Type	Then/Now	Expiration Date		Remaining	11,000.00
Status	Open			Encumbered	11,000.00
Purchase Order	2023-00001240	G/L Date	04/17/2023	Amount	6,000.00
Description	CD - Legal Assistance for Kent Residents	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/17/2023	Discounted	.00
Vendor	1216 - Community Legal Aid Services	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	6,000.00
Status	Open			Encumbered	6,000.00
Purchase Order	2023-00001241	G/L Date	04/17/2023	Amount	8,500.00
Description	CD - Housing and Emergency Support Services	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/19/2023	Discounted	.00
Vendor	2197 - Family & Community Services, Inc.	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	8,500.00
Status	Open			Encumbered	8,500.00
Purchase Order	2023-00001242	G/L Date	04/17/2023	Amount	4,000.00
Description	CD - Portage Area Recovery	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/17/2023	Discounted	.00
Vendor	2197 - Family & Community Services, Inc.	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	4,000.00
Status	Open			Encumbered	4,000.00
Purchase Order	2023-00001243	G/L Date	04/17/2023	Amount	5,000.00
Description	CD - Safer Futures	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/19/2023	Discounted	.00
Vendor	2197 - Family & Community Services, Inc.	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	5,000.00
Status	Open			Encumbered	5,000.00
Purchase Order	2023-00001244	G/L Date	04/17/2023	Amount	9,000.00
Description	CD - Building Community, Building Futures - Youth Component	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/19/2023	Discounted	.00
Vendor	2820 - LoveLight, Inc	Completed Date		Expensed	5,127.22

Type	Then/Now	Expiration Date		Remaining	3,872.78
Status	Open			Encumbered	3,872.78
Purchase Order	2023-00001245	G/L Date	04/17/2023	Amount	6,000.00
Description	CD - 2022 Good Neighbor Program	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/19/2023	Discounted	.00
Vendor	1501 - Portage Metro Housing	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	6,000.00
Status	Open			Encumbered	6,000.00
Purchase Order	2023-00001246	G/L Date	04/17/2023	Amount	7,500.00
Description	CD - 2022 Senior Service Day / Safe at Home	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/19/2023	Discounted	.00
Vendor	2819 - Rebuilding Together Northeast Ohio, Inc.	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	7,500.00
Status	Open			Encumbered	7,500.00
Purchase Order	2023-00001247	G/L Date	04/17/2023	Amount	8,000.00
Description	CD - 2022 Outpatient Addiction Treatment & Counseling Services	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	04/19/2023	Discounted	.00
Vendor	1744 - Town Hall II	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	8,000.00
Status	Open			Encumbered	8,000.00
Purchase Order	2023-00001337	G/L Date	04/28/2023	Amount	45,000.00
Description	CD - Sustainability Coordinator	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	05/15/2023	Discounted	.00
Vendor	5100 - Kent State University/Office of Sustainability	Completed Date		Expensed	22,910.00
Type	Then/Now	Expiration Date		Remaining	22,090.00
Status	Open			Encumbered	22,090.00
Purchase Order	2023-00001522	G/L Date	05/30/2023	Amount	5,000.00
Description	ED - 2022-23 KSU Business College - CEBI Program	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	06/02/2023	Discounted	.00
Vendor	1100 - Beder, Michael J.	Completed Date	06/15/2023	Expensed	5,000.00

Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001532	G/L Date	06/01/2023	Amount	4,950.00
Description	CDBG - 1111 LAKE EMERGENCY LATERAL REPAIR - HOMETOWN BANK	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	06/06/2023	Discounted	.00
Vendor	3901 - Wood Investment Prop. LLC/Dynamerican	Completed Date	07/27/2023	Expensed	4,950.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001607	G/L Date	06/13/2023	Amount	35,000.00
Description	CDBG - Housing Rehab Implementation Services (Hometown)	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	07/03/2023	Discounted	.00
Vendor	4155 - Neighborhood Dev. Services, Inc.	Completed Date		Expensed	15,181.50
Type	Then/Now	Expiration Date		Remaining	19,818.50
Status	Open			Encumbered	19,818.50
Purchase Order	2023-00001744	G/L Date	06/29/2023	Amount	3,875.00
Description	KSU Hotel Conf. Cntr Tax Valuation Appeal Retainer & Appraisal 1	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	07/13/2023	Discounted	.00
Vendor	1275 - Kent City Schools	Completed Date	07/20/2023	Expensed	3,875.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001872	G/L Date	07/20/2023	Amount	57,575.00
Description	CHIP - 216 W. ELM (CITY - PUBLIC SERVICE)	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	07/26/2023	Discounted	.00
Vendor	4387 - Ellsworth/Catastrophe Response Team LLC, Tim	Completed Date	10/26/2023	Expensed	57,575.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001974	G/L Date	08/08/2023	Amount	19,000.00
Description	CD - Greenhouse Gas Inventory	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	08/22/2023	Discounted	.00
Vendor	4927 - Keramida Environmental, Inc.	Completed Date		Expensed	.00

Type	Then/Now	Expiration Date		Remaining	19,000.00
Status	Open			Encumbered	19,000.00
Purchase Order	2023-00002003	G/L Date	08/15/2023	Amount	5,921.52
Description	CDE - 1111 Lake St. - Sewage Contamination	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	08/22/2023	Discounted	.00
Vendor	4155 - Neighborhood Dev. Services, Inc.	Completed Date	08/31/2023	Expensed	5,921.52
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00002267	G/L Date	09/25/2023	Amount	25,000.00
Description	CDBG - Additional Furnace Insp. & Replacement	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	09/26/2023	Discounted	.00
Vendor	1141 - CAC Of Portage County	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	25,000.00
Status	Open			Encumbered	25,000.00
Purchase Order	2023-00002323	G/L Date	10/03/2023	Amount	3,540.00
Description	CD - Legal Adv. for PC & BZA (new FID)	Deliver by Date		Voided	.00
Department	04.402 Community Development Department,Zoning & Building Inspection	Printed Date	10/04/2023	Discounted	.00
Vendor	5182 - Gannett Media Corp/Gannett Ohio LocaliQ	Completed Date		Expensed	184.50
Type	Then/Now	Expiration Date		Remaining	3,355.50
Status	Open			Encumbered	3,355.50
Department	05 Public Services Department				
Purchase Order	2023-00000897	G/L Date	02/21/2023	Amount	4,441.00
Description	New Administration Inspection Services	Deliver by Date		Voided	.00
Department	05 Public Services Department	Printed Date	02/27/2023	Discounted	.00
Vendor	4869 - Professional Service Industries, Inc.	Completed Date	03/03/2023	Expensed	4,441.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000969	G/L Date	02/28/2023	Amount	4,150.00
Description	Repair of college towers LS pump	Deliver by Date		Voided	.00
Department	05.503 Public Services Department,Water Reclamation Plant	Printed Date	03/15/2023	Discounted	.00

Vendor	1146 - C.P. Electric Motor Repair, Inc.	Completed Date	04/07/2023	Expensed	4,150.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00002429	G/L Date	10/24/2023	Amount	4,223.08
Description	Annual license fee for maintenance software	Deliver by Date		Voided	.00
Department	05.503 Public Services Department,Water Reclamation Plant	Printed Date	10/25/2023	Discounted	.00
Vendor	5196 - Eptura Inc.	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	4,223.08
Status	Open			Encumbered	4,223.08
Purchase Order	2023-00000727	G/L Date	02/02/2023	Amount	3,937.73
Description	CM 22 Leaf Collection	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	02/07/2023	Discounted	.00
Vendor	4329 - Strong Service Inc./Snider-Blake	Completed Date	02/10/2023	Expensed	3,937.73
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001184	G/L Date	04/05/2023	Amount	3,092.48
Description	CM SW Camera Repairs	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	04/07/2023	Discounted	.00
Vendor	3305 - Jack Doheny Co., Inc.	Completed Date	04/21/2023	Expensed	3,092.48
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001187	G/L Date	04/05/2023	Amount	3,358.00
Description	CM304 Repair	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	04/07/2023	Discounted	.00
Vendor	2236 - FYDA Freightliner Youngstown, Inc.	Completed Date	04/28/2023	Expensed	3,358.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001408	G/L Date	05/09/2023	Amount	6,217.00
Description	CM Electrical work in CM	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	05/15/2023	Discounted	.00

Vendor	3478 - Cioca Electric Inc.	Completed Date	05/19/2023	Expensed	6,217.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001410	G/L Date	05/09/2023	Amount	8,000.98
Description	CM 22 Tree Maintenance	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	05/15/2023	Discounted	.00
Vendor	1250 - Davey Tree Expert Co.	Completed Date	05/19/2023	Expensed	8,000.98
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001600	G/L Date	06/12/2023	Amount	3,313.22
Description	CM Repairs to Chipper CM191	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	06/20/2023	Discounted	.00
Vendor	5034 - Vermeer Mid Atlantic LLC/Vermeer All Roads	Completed Date	09/14/2023	Expensed	3,313.22
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001609	G/L Date	06/13/2023	Amount	4,500.00
Description	CM111 Repairs	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	06/20/2023	Discounted	.00
Vendor	1078 - Atlas Automotive Inc.	Completed Date	07/20/2023	Expensed	4,500.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00002048	G/L Date	08/22/2023	Amount	3,937.59
Description	CM Storm Damage Clean Up	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	08/24/2023	Discounted	.00
Vendor	1250 - Davey Tree Expert Co.	Completed Date	09/14/2023	Expensed	3,937.59
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00002120	G/L Date	08/29/2023	Amount	4,030.28
Description	CM Generator Repair	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	08/31/2023	Discounted	.00

Vendor	3958 - Cummins Inc./Cummins Sales and Service	Completed Date	09/14/2023	Expensed	4,030.28
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00002146	G/L Date	08/31/2023	Amount	31,964.98
Description	CM Tree Pruning	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	09/19/2023	Discounted	.00
Vendor	1250 - Davey Tree Expert Co.	Completed Date	09/21/2023	Expensed	31,964.98
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
				Remaining	\$5,857.79
				Encumbered	\$5,857.79
Department	05.711 Public Services Department,Engineering Division				
Purchase Order	2023-00000199	G/L Date	01/04/2023	Amount	3,273.24
Description	To relocate pole & overhead conductors @ 651 Yacavona	Deliver by Date		Voided	.00
Department	05.711 Public Services Department,Engineering Division	Printed Date	01/09/2023	Discounted	.00
Vendor	1394 - Ohio Edison Company	Completed Date	01/20/2023	Expensed	3,273.24
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001129	G/L Date	03/27/2023	Amount	8,097.50
Description	Curb/Corp Stops/Insulators for new watermain lateral connections	Deliver by Date		Voided	.00
Department	05.711 Public Services Department,Engineering Division	Printed Date	04/07/2023	Discounted	.00
Vendor	2222 - Core & Main LP	Completed Date	04/14/2023	Expensed	8,097.50
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001696	G/L Date	06/22/2023	Amount	54,545.22
Description	Construction Costs; Kent's Share	Deliver by Date		Voided	.00
Department	05.711 Public Services Department,Engineering Division	Printed Date	07/03/2023	Discounted	.00
Vendor	3537 - Kent State University	Completed Date	10/26/2023	Expensed	54,545.22
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Purchase Order	2023-00002152	G/L Date	09/01/2023	Amount	49,908.56
Description	Add'l funds Tank Repairs & Gate Valve Replacement w/PO#22-1676	Deliver by Date		Voided	.00
Department	05.711 Public Services Department,Engineering Division	Printed Date	09/12/2023	Discounted	.00
Vendor	1272 - Kenmore Construction	Completed Date	09/14/2023	Expensed	49,908.56
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00002226	G/L Date	09/18/2023	Amount	30,493.27
Description	Upgrade existing HVAC in PD Bldg to Alerton Temperature Controls	Deliver by Date		Voided	.00
Department	05.711 Public Services Department,Engineering Division	Printed Date	09/19/2023	Discounted	.00
Vendor	3816 - The Apostolis Group Inc./Thomarios	Completed Date	09/21/2023	Expensed	30,493.27
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000214	G/L Date	01/04/2023	Amount	47,300.00
Description	2023 Service for for water bills/postage to mail bills	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	01/04/2023	Discounted	.00
Vendor	1650 - Smartbill, LTD	Completed Date		Expensed	42,702.55
Type	Then/Now	Expiration Date		Remaining	4,597.45
Status	Open			Encumbered	4,597.45
Purchase Order	2023-00000220	G/L Date	01/04/2023	Amount	31,039.20
Description	2023 Support & Licensing 1/1/23-12/31/2023	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	01/04/2023	Discounted	.00
Vendor	3337 - Tyler Technologies, Inc.	Completed Date		Expensed	31,039.20
Type	Then/Now	Expiration Date		Remaining	.00
Status	Open			Encumbered	.00
Purchase Order	2023-00000641	G/L Date	01/26/2023	Amount	6,900.00
Description	Balance on 2022 invoices for electric bills	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	01/26/2023	Discounted	.00
Vendor	1394 - Ohio Edison Company	Completed Date		Expensed	6,839.19
Type	Then/Now	Expiration Date		Remaining	60.81
Status	Open			Encumbered	60.81

Purchase Order	2023-00000762	G/L Date	02/07/2023	Amount	10,766.00
Description	VFIS/Fire Liability Policy 2/1/23-2/1/2024	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	02/07/2023	Discounted	.00
Vendor	1317 - Insurance Specialists Group, Inc./Love Ins.	Completed Date	02/17/2023	Expensed	10,766.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000796	G/L Date	02/09/2023	Amount	177,774.00
Description	Property/Equipment/Computers/Crime 2/23-2/24	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	02/09/2023	Discounted	.00
Vendor	2513 - E.H. Sutton Insurance	Completed Date	02/10/2023	Expensed	177,774.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000845	G/L Date	02/13/2023	Amount	105,736.00
Description	Insurance on all Vehicles 2/1/23-2/1/2024	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	02/13/2023	Discounted	.00
Vendor	1317 - Insurance Specialists Group, Inc./Love Ins.	Completed Date	03/03/2023	Expensed	105,736.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00000895	G/L Date	02/21/2023	Amount	18,951.80
Description	2023 Customer Support for Utility	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	02/21/2023	Discounted	.00
Vendor	4996 - CentralSquare Technologies, LLC/Superior, LLC	Completed Date		Expensed	17,056.62
Type	Then/Now	Expiration Date		Remaining	1,895.18
Status	Open			Encumbered	1,895.18
Purchase Order	2023-00001362	G/L Date	05/02/2023	Amount	4,518.15
Description	2022 Frst Half Property Taxes	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	05/02/2023	Discounted	.00
Vendor	2409 - Downtown Kent Corporation	Completed Date	05/05/2023	Expensed	4,518.15
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Purchase Order	2023-00001363	G/L Date	05/02/2023	Amount	16,070.20
Description	April 2023 Parking Fines	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	05/02/2023	Discounted	.00
Vendor	1495 - Portage County Municipal Court	Completed Date	05/12/2023	Expensed	16,070.20
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001365	G/L Date	05/03/2023	Amount	4,550.00
Description	Financial Statements for Fiscal Year 2021	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	05/03/2023	Discounted	.00
Vendor	1665 - Squire Patton Boggs (US) LLP	Completed Date	05/05/2023	Expensed	4,550.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001574	G/L Date	06/06/2023	Amount	10,285.15
Description	Parking Fines for May 2023	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	06/06/2023	Discounted	.00
Vendor	1495 - Portage County Municipal Court	Completed Date	06/15/2023	Expensed	10,285.15
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001738	G/L Date	06/29/2023	Amount	4,527.14
Description	Kramer Ball Fields Water Bill	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	06/29/2023	Discounted	.00
Vendor	1284 - Kent Water & Sewer	Completed Date	07/07/2023	Expensed	4,527.14
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001997	G/L Date	08/14/2023	Amount	12,170.50
Description	Parking Fines for July 2023	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	08/14/2023	Discounted	.00
Vendor	1495 - Portage County Municipal Court	Completed Date	08/24/2023	Expensed	12,170.50
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Purchase Order	2023-00002256	G/L Date	09/20/2023	Amount	25,897.98
Description	Station II Roof Replacement	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	09/20/2023	Discounted	.00
Vendor	3357 - Metis Construction Services, LLC	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	25,897.98
Status	Open			Encumbered	2,000.00
Purchase Order	2023-00002455	G/L Date	10/30/2023	Amount	4,550.00
Description	Financial Statements for Fiscal Year 2022	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	10/30/2023	Discounted	.00
Vendor	1665 - Squire Patton Boggs (US) LLP	Completed Date	11/09/2023	Expensed	4,550.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00002479	G/L Date	11/01/2023	Amount	3,546.65
Description	2022 second half property taxes	Deliver by Date		Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	11/01/2023	Discounted	.00
Vendor	2409 - Downtown Kent Corporation	Completed Date	11/02/2023	Expensed	3,546.65
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001836	G/L Date	07/14/2023	Amount	16,900.00
Description	2023 Festival Partnership Kent Heritage Festival	Deliver by Date		Voided	.00
Department	08 Council	Printed Date	07/17/2023	Discounted	.00
Vendor	1274 - Kent Area Chamber of Commerce	Completed Date	07/20/2023	Expensed	16,900.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00
Purchase Order	2023-00001040	G/L Date	03/08/2023	Amount	4,333.50
Description	CMO - First half 2023 CRM Contract (Gov QA)	Deliver by Date		Voided	.00
Department	09 City Manager	Printed Date	03/08/2023	Discounted	.00
Vendor	4359 - Granicus, LLC	Completed Date	03/10/2023	Expensed	4,333.50
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

DRAFT ORDINANCE NO. 2023 -096

AN ORDINANCE AMENDING ORDINANCE NO. 2022-137 THE POSITION ALLOCATION AND GENERAL COMPENSATION PLAN, AND DECLARING AN EMERGENCY.

WHEREAS, three (3) new positions were created. First, a Senior Information Technology Technician position under the Information Technology Department; and

WHEREAS, second, a Sustainability Coordinator position under the Community Development Department; and

WHEREAS, third, the addition of a part-time Records Clerk in the Police Department; and

WHEREAS, the current part-time Community Engagement Coordinator will become full-time in the City Manager's Office; and

WHEREAS, the Construction Clerk and Engineering Aide I positions in the Service Department have been moved under Engineering to better align with the duties of the positions; and

WHEREAS, time is of the essence to make these updates to the Position Allocation and the General Compensation Plan.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That Council does hereby approve an amendment to the 2023 Position Allocation Ordinance, 2022-137, passed December 21, 2022, to update the Position Allocation and General Compensation Plan, as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 2. That all existing ordinances which are in conflict with the provisions of this ordinance are hereby REPEALED.

SECTION 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

CITY OF KENT ALLOCATION OF POSITION LIST

December 2023

DEPARTMENT/Division	Max. No. Auth.	Title	Time Status	Civil Service Status
COUNCIL				
Council	1	Clerk of Council	Full-time	Unclassified
CITY MANAGER				
City Manager	1	City Manager	Full-time	Unclassified Management
	1	Assistant to the City Manager	Full-time	Unclassified
	1	Community Engagement Coord.	Full-time	Unclassified
HUMAN RESOURCES				
Human Resources	1	Human Resources Director	Full-time	Unclassified Management
IT & COMMUNICATIONS				
IT & Communications	1	IT & Communications Director	Full-time	Unclassified Management
	1	Senior IT Technician	Full-time	Unclassified
	1	IT Technician	Full-time	Unclassified
CIVIL SERVICE				
Civil Service	1	Civil Service Coordinator	Part-time	Classified
LAW				
Law	1	Director	Full-time	Unclassified Management
	1	Assistant Director	Part-time	Unclassified
	1	Asst. Director/Prosecutor	Part-time	Unclassified
	1	Legal Assistant to Law & HR	Full-time	Unclassified
BUDGET & FINANCE				
General Accounting	1	Director	Full-time	Unclassified Management
	1	Controller	Full-time	Unclassified Management
	1	Collections Coordinator	Full-time	Unclassified
	1	Payroll Administrator	Full-time	Unclassified
	4	Account Clerk	Full-time	Classified
Income Tax	1	Tax Auditor	Full-time	Classified
SERVICE				
Administration	1	Director	Full-time	Unclassified Management
	1	Administrative Assistant	Full-time	Unclassified
Engineering	1	Deputy Service Director/ Superintendent of Engineering	Full-time	Unclassified Management

CITY OF KENT ALLOCATION OF POSITION LIST

December 2023

DEPARTMENT/Division	Max. No. Auth.	Title	Time Status	Civil Service Status
	3	Senior Engineer	Full-time	Classified
	2	Engineering Technician	Full-time	Classified
	1	Engineering Aide II	Full-time	Classified
	1	Engineering Aide I	Full-time	Classified
	1	Construction Clerk	Full-time	Classified
Central Maintenance	1	Utilities Manager	Full-time	Unclassified Management
	1	Facilities Manager	Full-time	Unclassified Management
	1	Maintenance Worker/Carpenter	Full-time	Classified
	3	Chief Operator	Full-time	Classified
	4	Repair Operator	Full-time	Classified
	7	Service Worker	Full-time	Classified
	1	Service Technician/Gardener	Full-time	Classified
	4	Laborer	Full-time	Classified
	1	Account Clerk	Full-time	Classified
	1	Equipment Technician	Full-time	Classified
Vehicle Maintenance	1	Master Mechanic	Full-time	Classified
	3	Mechanic	Full-time	Classified
Utilities	1	Water Treatment Plant Manager	Full-time	Classified Management
	1	Water Treatment Plant Chief Operator	Full-time	Classified
	1	Water Treatment Plant Lab Technician	Full-time	Classified
	1	Water Treatment Plant Mechanic	Full-time	Classified
	6	Water Treatment Plant Operator	Full-time	Classified
	1	Water Reclamation Plant Mgr.	Full-time	Classified Management
	1	Chemist	Full-time	Unclassified
	1	Water Reclamation Lab Technician	Full-time	Classified
	1	Environmental Technician	Full-time	Classified
	1	Water Reclamation Plant Mechanic	Full-time	Classified
	7	Water Reclamation Plant Operator	Full-time	Classified
	1	Water Rec. Plant Chief Operator	Full-time	Classified
PARKS & RECREATION				
Parks & Recreation	1	Director	Full-time	Unclassified Management
	1	Parks Supervisor	Full-time	Unclassified Management

CITY OF KENT ALLOCATION OF POSITION LIST

December 2023

DEPARTMENT/Division	Max. No. Auth.	Title	Time Status	Civil Service Status
	1	Marketing & Special Events Coordinator	Full-time	Unclassified
	1	Sports Activities Coordinator	Full-time	Unclassified
	1	Account Clerk	Full-time	Classified
	3	Park Maintenance Laborer	Full-time	Classified
	1	Senior Parks Crew Leader	Full-time	Classified
	*	Program Instructor	Part-time	Classified
	*	Rec Center Coordinator	Part-time	Classified
	*	Senior Citizen Coordinator	Part-time	Classified
	*	Rec Center Leader	Part-time	Classified
	*	Park Maintenance Worker	Part-time	Classified
	4	Seasonal Laborer	Seasonal	Classified
KYBS	*	Sports Coordinator	Part-time	Classified
K-6 Child Care	1	Recreation Specialist	Full-time	Unclassified Management
	*	Rec Center Coordinator	Part-time	Classified
	*	Rec Center Leader	Part-time	Classified

* All part-time Parks & Recreation, KABC, and K-6 Child Care positions not to exceed the approved allocated budget in salaries for 2024.

SAFETY

Safety	1	Director	Full-time	Unclassified Management
Police	1	Chief	Full-time	Classified Management
	2	Captain	Full-time	Classified Management
	5	Lieutenant	Full-time	Classified
	4	Technical Sergeant	Full-time	Classified
	33	Police Officer	Full-time	Classified
	1	Dispatch Coordinator	Full-time	Classified
	1	Juvenile Counselor	Full-time	Classified
	6	Detention Officer	Part-time	Classified
	11	Clerk/Dispatcher	Full-time	Classified
	1	Records Clerk	Full-time	Classified
	1	Records Clerk	Part-time	Classified
	2	Compliance Officer	Full-time	Classified
	1	Administrative Assistant	Full-time	Classified
	1	Secretary	Full-time	Classified
Fire	1	Chief	Full-time	Classified Management

CITY OF KENT ALLOCATION OF POSITION LIST

December 2023

DEPARTMENT/Division	Max. No. Auth.	Title	Time Status	Civil Service Status
	1 ***	Assistant Chief	Full-time	Classified Management
	3	Captain	Full-time	Classified Management
	5	Lieutenant	Full-time	Classified
	30	Firefighter	Full-time	Classified
	1	Fire Services Specialist	Full-time	Classified
	3 **	Firefighter Paid-on-Call	Part-time	Classified

** 3 Positions authorized as part-time ***Position authorized but not funded

HEALTH

Health	1	Health Commissioner	Full-time	Unclassified Management
	1	Chief Sanitarian	Full-time	Classified
	1	Administrative Assistant	Full-time	Unclassified
	1	Secretary	Full-time	Classified
	2	Public Health Sanitarian	Full-time	Classified
	1	Accreditation Coordinator	Full-time	Classified

COMMUNITY DEVELOPMENT

Community Development	1	Director	Full-time	Unclassified Management
		Grants & Neighborhood Programs		
	1	Coordinator	Full-time	Classified
	1	Administrative Assistant	Full-time	Unclassified
	1	Development Planner	Full-time	Classified
	1	Economic Development Director	Full-time	Unclassified Management
	1	Development Engineer	Full-time	Classified
	1	Sustainability Coordinator	Full-time	Unclassified
Building	1	Building Services Supervisor	Full-time	Classified Management
	1	Construction Clerk	Full-time	Classified
	2	Code Enforcement Officer	Full-time	Classified
	8	Inspector	Part-time	Classified

DRAFT ORDINANCE NO. 2023 -097

AN ORDINANCE APPROPRIATING FROM THE VARIOUS FUNDS OF THE CITY OF KENT TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024, AND DECLARING AN EMERGENCY.

WHEREAS, it is provided by law that an annual appropriation ordinance shall be passed by Council; and

WHEREAS, the Ohio Revised Code and the Charter of the City of Kent provide for such ordinance and the method of enacting the same.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That to provide for the current expenses and other expenditures of the City of Kent for the fiscal year ending December 31, 2024, the appropriations set forth in Exhibit "A" attached hereto and incorporated herein, are hereby authorized.

SECTION 2. That this Council finds that the budget approved by Council and the appropriation of funds to implement the budget represent the judgment of Council concerning the personnel and other objects of expenditure needed to administer programs approved for the fiscal year, but that conditions may change during the fiscal year and may call for staff reduction or increases, depending upon the facts in each instance, and that, in recognition of this fact, the City Manager shall review requests for additional positions and for filling vacant positions within the limitations of the budget and, consistent with the payroll ordinance, after making a study of each request, the City Manager shall have the authority to approve, disallow, or postpone such requests for additional personnel.

SECTION 3. That every contract for goods and/or services for which funds are herein appropriated is hereby authorized and approved without need for further legislation and the departmental director, commissioner, or officer having supervision or management control over the line item account or accounts from which such funds shall be drawn is hereby authorized to sign such contracts with or without prior competitive biddings as such director, commissioner, or officer shall decide, upon such terms or specifications as such director, commissioner, or officer shall desire, on behalf of the City of Kent, it being the intention of this Council that the authorizations hereby given satisfy fully the requirements of Ohio Revised Code Section 735.05 and supersede completely the requirements of Revised Code Section 723.52 and 723.53 and constitute and exercise of the powers given to this Council by Section 3, Article XVIII of the Ohio Constitution, as determined by the Supreme Court of Ohio in the case of State ex rel, Cronin v. Wald, 26 OS (2nd) 22, 55 00 (2nd) 12,268 NE (2nd) 581 (1971); however, that nothing contained herein shall be construed so as to reduce the powers given the Board of Control pursuant to Article VIII, Section 8.03 of the City's Charter.

SECTION 4. That the Director of Budget and Finance (hereinafter, "The Director") be and is hereby authorized and directed to draw his or her warrants against the appropriations hereinafter set forth on Exhibit "A", which is attached hereto and made a part hereof upon presentation of proper certificates and vouchers therefor.

SECTION 5. That the Director is authorized to make the transfer and reimbursements which have been herein above appropriated and which are described on Exhibit "A", which is attached hereto and made a part hereof.

SECTION 6. That any single expenditure not exceeding \$10,000 may be made against the contingency line in any particular fund for a purpose consistent with said fund use by written instructions from the City Manager to the Director, which instruction shall include a description of the expenditure which is to be made, the amount to be expended, and the contingency fund against which the expenditure shall be made. Said instructions may consist of a standard purchase order form which is countersigned by the City Manager and bears the added instructions "Charge to contingency fund per Appropriations Ordinance" or some other similar language. In the case of single expenditures which exceed \$10,000, charges against the

contingency funds shall be made in an identical manner and shall also require prior Board of Control approval, in which instance the instructions to the Director shall bear the language "Charge to Contingency Fund per Board of Control authorization" or other similar words. Regardless of whether a contingency fund expenditure exceeds \$10,000, the same is hereby authorized without need for further legislation and the City Manager is hereby authorized to sign any and all such contracts which may relate hereto, with or without prior competitive biddings, as the City Manager shall decide, upon such terms or specifications as he or she shall desire, on behalf of the City of Kent, it being the intention of this Council that the authorizations hereby given satisfy fully the requirements of Ohio Revised Code Section 735.05 and supersede completely the requirements of Revised Code Sections 723.52 and 723.53 and constitute an exercise of the powers given to this Council by Section 3, Article XVIII of the Ohio Constitution, as determined by the Supreme Court of Ohio in the case of State ex rel. Cronin v. Wald, 26 OS the Charter of the City of Kent, Ohio.

SECTION 7. That the City Manager is hereby authorized to sign any and all lease agreements, as the City Manager shall decide, upon such terms or specifications as he or she shall desire, on behalf of the City of Kent, it being the intention of this Council that the authorizations hereby given satisfy fully the requirements of Ohio Revised Code Section 721.03 and supersede completely the requirements of Ohio Revised Code Section 721.03 and constitute an exercise of the powers given to this Council by Section 3, Article XVIII of the Ohio Constitution. The lease authorization granted herein to the City Manager applies to properties rented at market value as determined by the Real Estate Broker retained by the City of Kent to manage said properties; that if there are special circumstances for a specific property, or if a property is to be rented at a rate below market value, the City Manager shall seek approval from City Council for the lease of said property.

SECTION 8. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 9. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

Exhibit A

2024 ORIGINAL APPROPRIATIONS

<u>Fund - Department/Division</u>	<u>Personnel & Benefits</u>	<u>Other than Personnel & Benefits</u>	<u>Capital</u>	<u>Reserve/ Debt Service</u>	<u>Contingency</u>	<u>Fund & Department Total</u>
<u>General Fund (001)</u>						
City Council	\$ 193,420	\$ 46,380	\$ -	\$ -	\$ -	\$ 239,800
Mayor	13,490	3,400				16,890
Community Support		106,000				106,000
City Manager	407,400	53,800				461,200
Community Engagement	106,590	5,100				111,690
Information Technology	275,315	449,354				724,669
Urban Renewal		37,700				37,700
Human Resources	120,116	25,415				145,531
Civil Service	41,730	26,720				68,450
Law	373,130	118,260				491,390
Budget & Finance	512,285	141,670				653,955
Community Development	746,985	186,855				933,840
Economic Development	148,100	33,750				181,850
Health	639,690	285,590				925,280
Public Parking		85,600				85,600
Main Street Program		70,000				70,000
Service Administration	190,509	399,200				589,709
Shade Tree		121,885	20,000			141,885
Sustainability		70,000				70,000
Building	385,165	46,185				431,350
Land banking		8,000				8,000
Engineering	323,720	107,500				431,220
Miscellaneous & Sundry		457,250				457,250
Contingency					100,000	100,000
Fund Total	<u>4,477,645</u>	<u>2,885,614</u>	<u>20,000</u>	<u>-</u>	<u>100,000</u>	<u>7,483,259</u>
<u>West Side Fire (101)</u>						
Fire	<u>332,460</u>	<u>37,200</u>				<u>369,660</u>
Fund Total	<u>332,460</u>	<u>37,200</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>369,660</u>
<u>Street Construction Maintenance & Repair (102)</u>						
Service	1,375,400	1,143,965				2,519,365
Contingency					25,000	25,000
Fund Total	<u>1,375,400</u>	<u>1,143,965</u>	<u>-</u>	<u>-</u>	<u>25,000</u>	<u>2,544,365</u>
<u>State Highway (103)</u>						
Service		87,200				87,200
Fund Total	<u>-</u>	<u>87,200</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>87,200</u>
<u>Recreation (106)</u>						
Parks & Recreation	1,416,700	701,850	224,000			2,342,550
Fund Total	<u>1,416,700</u>	<u>701,850</u>	<u>224,000</u>	<u>-</u>	<u>-</u>	<u>2,342,550</u>
<u>Food Service (107)</u>						
Health	127,785	24,340	7,500			159,625
Fund Total	<u>127,785</u>	<u>24,340</u>	<u>7,500</u>	<u>-</u>	<u>-</u>	<u>159,625</u>
<u>Income Tax (116)</u>						
Budget/Finance/IncTaxAdmin	146,525	663,600				810,125
Managed Reserve				25,540		25,540
Fund Total	<u>146,525</u>	<u>663,600</u>	<u>-</u>	<u>25,540</u>	<u>-</u>	<u>835,665</u>

2024 ORIGINAL APPROPRIATIONS

<u>Fund - Department/Division</u>	<u>Personnel & Benefits</u>	<u>Other than Personnel & Benefits</u>	<u>Capital</u>	<u>Reserve/ Debt Service</u>	<u>Contingency</u>	<u>Fund & Department Total</u>
<u>Revolving Housing (120)</u>						
Health	178,695	21,270	6,300			206,265
Fund Total	178,695	21,270	6,300	-	-	206,265
<u>State & Local Forfeits (121)</u>						
Police						-
Fund Total	-	-	-	-	-	-
<u>Drug Law Enforcement (122)</u>						
Police		15,000				15,000
Fund Total	-	15,000	-	-	-	15,000
<u>Enforcement & Education (123)</u>						
Police		11,000				11,000
Fund Total	-	11,000	-	-	-	11,000
<u>Income Tax Safety (124)</u>						
Police	7,911,965	801,740				8,713,705
Fund Total	7,911,965	801,740	-	-	-	8,713,705
<u>Law Enforcement Trust (125)</u>						
Police						-
Fund Total	-	-	-	-	-	-
<u>Community Development Block Grant (126)</u>						
Community Development	1,685	199,300				200,985
Fund Total	1,685	199,300	0	-	-	200,985
<u>Fire & E.M.S. (128)</u>						
Fire	6,282,490	847,370	814,600			7,944,460
Fund Total	6,282,490	847,370	814,600	-	-	7,944,460
<u>Wireless 911 (129)</u>						
Safety						-
Fund Total	-	-	-	-	-	-
<u>Swimming Pool Inspections (130)</u>						
Health	10,460		1,200			11,660
Fund Total	10,460	-	1,200	-	-	11,660
<u>Police Pension (132)</u>						
Police	160,000					160,000
Fund Total	160,000	-	-	-	-	160,000
<u>Fire Pension (133)</u>						
Fire	160,000					160,000
Fund Total	160,000	-	-	-	-	160,000
<u>UDAG / EDA-RLF (134)</u>						
City Manager/C.D.		60,000				60,000
Fund Total	-	60,000	-	-	-	60,000
<u>CHIP Grant (136)</u>						
City Manager/C.D.	20,000	155,000				175,000
Fund Total	20,000	155,000	-	-	-	175,000

2024 ORIGINAL APPROPRIATIONS

<u>Fund - Department/Division</u>	<u>Personnel & Benefits</u>	<u>Other than Personnel & Benefits</u>	<u>Capital</u>	<u>Reserve/ Debt Service</u>	<u>Contingency</u>	<u>Fund & Department Total</u>
<u>Local American Rescue Plan Act (138)</u>						
ARPA						0
Fund Total	-	-	-	-	-	0
<u>Water (201)</u>						
Service	2,062,257	1,158,670	1,212,500			4,433,427
Service (Capital Facilities)			200,000			200,000
Admin. Support	529,672	164,973	301,500			996,145
Budget & Finance (Debt)				106,545		106,545
Contingency					50,000	50,000
Fund Total	2,591,929	1,323,643	1,714,000	106,545	50,000	5,786,117
<u>Sewer (202)</u>						
Service	1,446,494	963,495	1,086,100			3,496,089
Service (Capital Facilities)			25,000			25,000
Admin. Support	456,045	130,073	173,500			759,618
Budget & Finance (Debt)				363,285		363,285
Contingency					50,000	50,000
Fund Total	1,902,539	1,093,568	1,284,600	363,285	50,000	4,693,992
<u>Utility Billing (204)</u>						
Budget & Finance		98,400				98,400
Fund Total	-	98,400	-	-	-	98,400
<u>Solid Waste (205)</u>						
Admin Support	75,650	176,790	9,000			261,440
Service	394,968	40,500	120,000			555,468
Fund Total	470,618	217,290	129,000	-	-	816,908
<u>Storm Water Utility (208)</u>						
Service	394,968	62,850				457,818
Service (Capital Facilities)			150,000			150,000
Admin. Support	331,258	78,800	20,000			430,058
Budget & Finance (Debt)				13,350		13,350
Fund Total	726,226	141,650	170,000	13,350	-	1,051,226
<u>Guaranteed Deposits (230)</u>						
Budget & Finance		1,000				1,000
Fund Total	-	1,000	-	-	-	1,000

2024 ORIGINAL APPROPRIATIONS

<u>Fund - Department/Division</u>	<u>Personnel & Benefits</u>	<u>Other than Personnel & Benefits</u>	<u>Capital</u>	<u>Reserve/ Debt Service</u>	<u>Contingency</u>	<u>Fund & Department Total</u>
<u>Capital Projects (301)</u>						
Safety			105,000			105,000
Service			804,000			804,000
Service (Capital Facilities)			2,698,000			2,698,000
Administrative	338,969		727,000			1,065,969
Budget & Finance (Debt)				62,280		62,280
New City Hall (Debt)			150,000	176,010		326,010
Contingency					25,000	25,000
Fund Total	<u>338,969</u>	<u>-</u>	<u>4,484,000</u>	<u>238,290</u>	<u>25,000</u>	<u>5,086,259</u>
<u>Municipal Public Improvement Tax Increment Equivalent (302)</u>						
Service (Capital Facilities)						-
Budget & Finance (Debt)				435,905		435,905
Fund Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>435,905</u>	<u>-</u>	<u>435,905</u>
<u>Police Facility (303)</u>						
Safety (Capital Facilities)		66,000		811,250		877,250
Budget & Finance (Debt)						0
Fund Total	<u>-</u>	<u>66,000</u>	<u>-</u>	<u>811,250</u>	<u>-</u>	<u>877,250</u>
<u>Debt Service (402)</u>						
Budget & Finance (Debt)				284,990		284,990
Fund Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>284,990</u>	<u>-</u>	<u>284,990</u>
<u>Internal Service (807)</u>						
Health Insurance		4,300,000				4,300,000
Fund Total	<u>-</u>	<u>4,300,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,300,000</u>
Total Appropriations	<u>\$ 28,632,091</u>	<u>\$ 14,896,000</u>	<u>\$ 8,855,200</u>	<u>\$ 2,279,155</u>	<u>\$ 250,000</u>	<u>\$ 54,912,446</u>
Original Appropriations	\$ 28,632,091	\$ 14,896,000	\$ 8,855,200	\$ 2,279,155	\$ 250,000	\$ 54,912,446
Amendment #1						-
Amendment #2						-
Amendment #3						-
Amendment #4						-
Amendment #5						-
Amendment #6						-
Amendment #7						-
Amendment #8						-
	<u>\$ 28,632,091</u>	<u>\$ 14,896,000</u>	<u>\$ 8,855,200</u>	<u>\$ 2,279,155</u>	<u>\$ 250,000</u>	<u>\$ 54,912,446</u>

2024 ORIGINAL APPROPRIATIONS - SCHEDULE OF OPERATING TRANSFERS AND TEMPORARY ADVANCES

<u>Paying Fund</u>	<u>Original</u>	<u>Request</u>	<u>Change</u>	<u>Receiving Fund</u>
<u>Operating Transfers</u>				
Fund 116 - Income Tax	\$ 3,800,000			Fund 001 - General
Fund 116 - Income Tax	400,000			Fund 102 - St Const Maint & Repair
Fund 116 - Income Tax	4,360,970			Fund 124 - Income Tax Safety
Fund 116 - Income Tax	4,360,970			Fund 128 - Fire & E.M.S.
Fund 116 - Income Tax	3,902,770			Fund 301 - Capital Projects
Fund 116 - Income Tax	2,180,485			Fund 303 - Police Facility
Total Fund 116 Income Tax	<u>19,005,195</u>	<u>0</u>	<u>0</u>	
Fund 201 - Water	55,000			Fund 204 - Utility Billing
Fund 202 - Sewer	55,000			Fund 204 - Utility Billing
Fund 001 - General	4,500,000			Fund 124 - Income Tax Safety
Fund 001 - General	3,500,000			Fund 128 - Fire & EMS
Subtotal - Total Operating Transfers	<u>8,110,000</u>	<u>0</u>	<u>0</u>	
Grand Total - All Transfers	<u>\$ 27,115,195</u>	<u>\$ -</u>	<u>\$ -</u>	

DRAFT ORDINANCE NO. 2023 - 098

AN ORDINANCE AMENDING ORDINANCE NO. 2022-138, THE CURRENT APPROPRIATION ORDINANCE, PASSED DECEMBER 21, 2022; SO AS TO ADJUST APPROPRIATIONS, TRANSFERS AND ADVANCES FROM THE VARIOUS FUNDS OF THE CITY OF KENT TO INDIVIDUAL ACCOUNTS FOR THE CURRENT EXPENSES OF THE CITY FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023; AND DECLARING AN EMERGENCY.

WHEREAS, it is necessary to amend current appropriations, transfers and advances for the expenses and other expenditures for the City of Kent, Ohio, for the fiscal year ending December 31, 2023.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the current appropriations Ordinance No. 2022-138 passed December 21, 2022, as amended by Ordinance No. 2023-12, passed 2/15/23, as amended by Ordinance No. 2023-21, passed 4/19/23, and as amended by Ordinance No. 2023-34, passed 5/17/23, as amended by Ordinance No. 2023-45, passed 7/19/23, as amended by Ordinance 2023-66, passed September 20, 2023 be amended as set forth in Exhibit "A", attached hereto and incorporated herein, so as to increase appropriations in Fund 001, General; Fund 102, Street Construction Maintenance & Repair; Fund 106, Parks and Recreation; Fund 116, Income Tax; Fund 128, Fire & EMS; Fund 136, CHIP Grant; Fund 201, Water; Fund 202, Sewer; Fund 204, Utility Billing; Fund 208, Storm Water; Fund 301, Capital Improvement; Fund 302, Municipal Public Improvement Tax Increment Equivalent; Fund 303, Police Facility; and Fund 807, Internal Service; along with an increase in Transfer-Out in Fund 116, Income Tax and Declaring an Emergency.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formation action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reason manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediate after passage.

PASSED: _____
Date

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

Exhibit A

2023 FINAL APPROPRIATIONS

<u>Fund - Department/Division</u>	<u>Personnel & Benefits</u>	<u>Other than Personnel & Benefits</u>	<u>Capital</u>	<u>Reserve/ Debt Service</u>	<u>Contingency</u>	<u>Fund & Department Total</u>
<u>General Fund (001)</u>						
City Council	\$ 179,905	\$ 42,005	\$ -	\$ -	\$ -	\$ 221,910
Mayor	13,487	3,110				16,597
Community Support		106,000				106,000
City Manager	356,164	53,965				410,129
Community Engagement	51,325	24,100				75,425
Information Technology	170,987	495,015				666,002
Urban Renewal		37,700				37,700
Human Resources	111,798	16,787				128,585
Civil Service	41,730	31,476				73,206
Law	347,093	147,010				494,103
Budget & Finance	474,010	135,002				609,012
Community Development	735,990	204,987				940,977
Economic Development	147,197	33,850				181,047
Health	806,080	1,065,662				1,871,742
Public Parking		85,600				85,600
Main Street Program		70,000				70,000
Service Administration	259,665	371,087				630,752
Shade Tree		120,875	20,000			140,875
Sustainability		45,000				45,000
Building	381,605	56,120				437,725
Land banking		8,500				8,500
Engineering	218,488	86,189				304,677
Miscellaneous & Sundry		454,150				454,150
Contingency					100,000	100,000
Fund Total	4,295,524	3,694,190	20,000	-	100,000	8,109,714
<u>West Side Fire (101)</u>						
Fire	309,191	15,100				324,291
Fund Total	309,191	15,100	-	-	-	324,291
<u>Street Construction Maintenance & Repair (102)</u>						
Service	1,295,803	1,209,720	32,000			2,537,523
Contingency					25,000	25,000
Fund Total	1,295,803	1,209,720	32,000	-	25,000	2,562,523
<u>State Highway (103)</u>						
Service		67,200				67,200
Fund Total	-	67,200	-	-	-	67,200
<u>Recreation (106)</u>						
Parks & Recreation	1,438,973	653,880	249,000			2,341,853
Fund Total	1,438,973	653,880	249,000	-	-	2,341,853
<u>Food Service (107)</u>						
Health	116,231	24,340				140,571
Fund Total	116,231	24,340	-	-	-	140,571
<u>Income Tax (116)</u>						
Budget/Finance/IncTaxAdmin	136,370	550,890				687,260
Managed Reserve				25,540		25,540
Fund Total	136,370	550,890	-	25,540	-	712,800

2023 FINAL APPROPRIATIONS						
<u>Fund - Department/Division</u>	<u>Personnel & Benefits</u>	<u>Other than Personnel & Benefits</u>	<u>Capital</u>	<u>Reserve/ Debt Service</u>	<u>Contingency</u>	<u>Fund & Department Total</u>
<u>Revolving Housing (120)</u>						
Health	162,111	21,270				183,381
Fund Total	162,111	21,270	-	-	-	183,381
<u>State & Local Forfeits (121)</u>						
Police						-
Fund Total	-	-	-	-	-	-
<u>Drug Law Enforcement (122)</u>						
Police		15,000				15,000
Fund Total	-	15,000	-	-	-	15,000
<u>Enforcement & Education (123)</u>						
Police		11,000				11,000
Fund Total	-	11,000	-	-	-	11,000
<u>Income Tax Safety (124)</u>						
Police	8,038,500	863,509	33,600			8,935,609
Fund Total	8,038,500	863,509	33,600	-	-	8,935,609
<u>Law Enforcement Trust (125)</u>						
Police						-
Fund Total	-	-	-	-	-	-
<u>Community Development Block Grant (126)</u>						
Community Development	4,100	227,900	175,200			407,200
Fund Total	4,100	227,900	175,200	-	-	407,200
<u>Fire & E.M.S. (128)</u>						
Fire	6,068,350	928,486	539,650			7,536,486
Fund Total	6,068,350	928,486	539,650	-	-	7,536,486
<u>Wireless 911 (129)</u>						
Safety						-
Fund Total	-	-	-	-	-	-
<u>Swimming Pool Inspections (130)</u>						
Health	9,545					9,545
Fund Total	9,545	-	-	-	-	9,545
<u>Police Pension (132)</u>						
Police	140,000					140,000
Fund Total	140,000	-	-	-	-	140,000
<u>Fire Pension (133)</u>						
Fire	140,000					140,000
Fund Total	140,000	-	-	-	-	140,000
<u>UDAG / EDA-RLF (134)</u>						
City Manager/C.D.		75,000				75,000
Fund Total	-	75,000	-	-	-	75,000
<u>CHIP Grant (136)</u>						
City Manager/C.D.	20,000	223,000				243,000
Fund Total	20,000	223,000	-	-	-	243,000

2023 FINAL APPROPRIATIONS						
<u>Fund - Department/Division</u>	<u>Personnel & Benefits</u>	<u>Other than Personnel & Benefits</u>	<u>Capital</u>	<u>Reserve/ Debt Service</u>	<u>Contingency</u>	<u>Fund & Department Total</u>
<u>Local American Rescue Plan Act (138)</u>						
ARPA	329,950		5,784,400			6,114,350
Fund Total	329,950	-	5,784,400	-	-	6,114,350
<u>Water (201)</u>						
Service	1,924,171	1,024,396	1,639,298			4,587,865
Service (Capital Facilities)			796,900			796,900
Admin. Support	480,558	125,240	20,000			625,798
Budget & Finance (Debt)				100,921		100,921
Contingency					50,000	50,000
Fund Total	2,404,729	1,149,636	2,456,198	100,921	50,000	6,161,484
<u>Sewer (202)</u>						
Service	1,785,622	920,689	3,352,331			6,058,642
Service (Capital Facilities)			1,621,568			1,621,568
Admin. Support	418,414	122,440	18,000			558,854
Budget & Finance (Debt)				363,940		363,940
Contingency					50,000	50,000
Fund Total	2,204,036	1,043,129	4,991,899	363,940	50,000	8,653,004
<u>Utility Billing (204)</u>						
Budget & Finance		106,405				106,405
Fund Total	-	106,405	-	-	-	106,405
<u>Solid Waste (205)</u>						
Admin Support	74,151	243,025	6,000			323,176
Service	372,184	38,500	70,200			480,884
Fund Total	446,335	281,525	76,200	-	-	804,060
<u>Storm Water Utility (208)</u>						
Service	372,184	61,275	84,200			517,659
Service (Capital Facilities)			1,007,500			1,007,500
Admin. Support	303,413	50,150	6,000			359,563
Budget & Finance (Debt)				13,350		13,350
Fund Total	675,597	111,425	1,097,700	13,350	-	1,898,072
<u>Guaranteed Deposits (230)</u>						
Budget & Finance		1,000				1,000
Fund Total	-	1,000	-	-	-	1,000

2023 FINAL APPROPRIATIONS

<u>Fund - Department/Division</u>	<u>Personnel & Benefits</u>	<u>Other than Personnel & Benefits</u>	<u>Capital</u>	<u>Reserve/ Debt Service</u>	<u>Contingency</u>	<u>Fund & Department Total</u>
<u>Capital Projects (301)</u>						
Safety			512,000			512,000
Service			349,300			349,300
Service (Capital Facilities)			6,449,019			6,449,019
Administrative	339,314		229,600			568,914
Budget & Finance (Debt)				62,290		62,290
New City Hall (Debt)				460,000		460,000
Contingency					25,000	25,000
Fund Total	339,314	-	7,539,919	522,290	25,000	8,426,523
<u>Municipal Public Improvement Tax Increment Equivalent (302)</u>						
Service (Capital Facilities)						-
Budget & Finance (Debt)				443,135		443,135
Fund Total	-	-	-	443,135	-	443,135
<u>Police Facility (303)</u>						
Safety (Capital Facilities)			731,500			731,500
Budget & Finance (Debt)				818,000		818,000
Fund Total	-	-	731,500	818,000	-	1,549,500
<u>Debt Service (402)</u>						
Budget & Finance (Debt)						-
Fund Total	-	-	-	-	-	-
<u>Internal Service (807)</u>						
Health Insurance		4,100,000				4,100,000
Fund Total	-	4,100,000	-	-	-	4,100,000
Total Appropriations	\$ 28,574,659	\$ 15,373,605	\$ 23,727,266	\$ 2,287,176	\$ 250,000	\$ 70,212,706
Original Appropriations	\$ 27,626,691	\$ 13,874,613	\$ 17,231,600	\$ 2,277,176	\$ 250,000	\$ 61,260,080
Amendment #1	348,598	196,870	5,611,813			6,157,281
Amendment #2	(76,500)	345,685	417,000			686,185
Amendment #3	200,000	160,150	105,250			465,400
Amendment #4		40,900	338,503			379,403
Amendment #5	298,870	255,315	15,100			569,285
Amendment #6	177,000	500,072	8,000	10,000		695,072
						-
						-
	\$ 28,574,659	\$ 15,373,605	\$ 23,727,266	\$ 2,287,176	\$ 250,000	\$ 70,212,706

2023 FINAL APPROPRIATIONS - SCHEDULE OF OPERATING TRANSFERS AND TEMPORARY ADVANCES

<u>Paying Fund</u>	<u>Original</u>	<u>Request</u>	<u>Change</u>	<u>Receiving Fund</u>
<u>Operating Transfers</u>				
Fund 116 - Income Tax	\$ 3,600,000			Fund 001 - General
Fund 116 - Income Tax	400,000			Fund 102 - St Const Maint & Repair
Fund 116 - Income Tax	3,984,364			Fund 124 - Income Tax Safety
Fund 116 - Income Tax	3,984,364			Fund 128 - Fire & E.M.S.
Fund 116 - Income Tax	3,526,164	\$ 3,657,224	\$ 131,060	Fund 301 - Capital Projects
Fund 116 - Income Tax	1,992,182	2,144,312	152,130	Fund 303 - Police Facility
Total Fund 116 Income Tax	<u>17,487,074</u>	<u>5,801,536</u>	<u>283,190</u>	
 Fund 201 - Water	 47,726			 Fund 204 - Utility Billing
Fund 202 - Sewer	47,725			Fund 204 - Utility Billing
Fund 001 - General	4,600,000			Fund 124 - Income Tax Safety
Fund 001 - General	3,050,000			Fund 128 - Fire & EMS
Subtotal - Total Operating Transfers	<u>7,745,451</u>	<u>0</u>	<u>0</u>	
 Grand Total - All Transfers	 <u>\$ 25,232,525</u>	 <u>\$ 5,801,536</u>	 <u>\$ 283,190</u>	

DRAFT ORDINANCE NO. 2023- 099

AN ORDINANCE AUTHORIZING A MEMORANDUM OF UNDERSTANDING FOR THE FINAL YEAR OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME), OHIO COUNCIL 8, LOCAL 379, AFL-CIO, AND AUTHORIZING A NEW COLLECTIVE BARGAINING AGREEMENT WITH AFSCME FOR THE PERIOD OF NOVEMBER 1, 2024 THROUGH OCTOBER 31, 2026, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Administration is hereby authorized to enter into a Memorandum of Understanding for the final year of the Collective Bargaining Agreement between the City and AFSCME and authorizing a new Collective Bargaining Agreement with AFSCME for the period of November 1, 2024 through October 31, 2026 in the form and upon the terms set forth in the tentative agreement between the City and AFSCME, as is fully set forth in Exhibit "A", and on file with the Clerk of Council.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

DRAFT ORDINANCE NO. 2023 - 100

AN ORDINANCE AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND THE CIVILIAN EMPLOYEE UNIT, FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL FOR THE PERIOD OF NOVEMBER 1, 2023 THROUGH OCTOBER 31, 2026, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Kent, Ohio and the Civilian Employee Unit, Fraternal Order of Police, Ohio Labor Council, have agreed to the terms of a labor agreement to be effective from November 1, 2023 through October 31, 2026; and

WHEREAS, it is in the best interests of the employees and the City of Kent to adopt this ordinance as soon as possible.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Administration is hereby authorized to enter into a collective bargaining agreement in the form and upon the terms set forth in the tentative agreement between the City and the Civilian Employee Unit, Fraternal Order of Police, Ohio Labor Council, for the period of November 1, 2023 through October 31, 2026, as is fully set forth in Exhibit "A", on file with the Clerk of Council.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediate after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

DRAFT ORDINANCE NO. 2023 -101

AN ORDINANCE AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND POLICE OFFICER UNIT, FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL FOR THE PERIOD OF NOVEMBER 1, 2023 THROUGH OCTOBER 31, 2026, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Kent, Ohio and the Police Officer Unit, Fraternal Order of Police, Ohio Labor Council, have agreed to the terms of a labor agreement to be effective from November 1, 2023 through October 31, 2026; and

WHEREAS, it is in the best interests of the employees and the City of Kent to adopt this ordinance as soon as possible.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Administration is hereby authorized to enter into a Collective Bargaining Agreement in the form and upon the terms set forth in the tentative agreement between the City and the Police Officer Unit, Fraternal Order of Police, Ohio Labor Council, for the period of November 1, 2023 through October 31, 2026, as is fully set forth in Exhibit "A", on file with the Clerk of Council.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediate after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

DRAFT ORDINANCE NO. 2023 -102

AN ORDINANCE AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND THE DISPATCH UNIT, FRATERNAL ORDER OF POLICE, OHIO LABOR COUNCIL FOR THE PERIOD OF NOVEMBER 1, 2023 THROUGH OCTOBER 31, 2026 AND DECLARING AN EMERGENCY.

WHEREAS, the City of Kent, Ohio and the Dispatch Unit, Fraternal Order of Police, Ohio Labor Council, have agreed to the terms of a labor agreement to be effective from November 1, 2023 through October 31, 2026; and

WHEREAS, it is in the best interests of the employees and the City of Kent to adopt this ordinance as soon as possible.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Administration is hereby authorized to enter into a collective bargaining agreement in the form and upon the terms set forth in the tentative agreement between the City and the Dispatch Unit, Fraternal Order of Police, Ohio Labor Council, for the period of November 1, 2023 through October 31, 2026, as is fully set forth in Exhibit "A", on file with the Clerk of Council.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediate after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

DRAFT ORDINANCE NO. 2023 -103

AN ORDINANCE AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF KENT AND LOCAL UNION #721, INTERNATIONAL ASSOCIATION OF FIREFIGHTERS FOR THE PERIOD OF SEPTEMBER 1, 2023 THROUGH AUGUST 31, 2026, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Administration is hereby authorized to enter into a collective bargaining agreement in the form and upon the terms set forth in the tentative agreement between the City and Local Union #721, International Association of Firefighters for the period of September 1, 2023 through August 31, 2026, as is fully set forth in Exhibit "A", and on file with the Clerk of Council.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20_____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller
Amy Wilkens

FROM: Jim Bowling *JB*

DATE: November 29, 2023

RE: Ohio Department of Development –
Water and Wastewater Infrastructure Grant Program

The Service Department is requesting council's approval to submit a funding application and to execute the subsequent agreements with the Ohio Department of Development (ODOD), if successful, for the WRF Digester Heat Exchanger Project.

This project includes the replacement of two heat exchangers at the Water Reclamation Facility (WRF). The heat exchangers are the key equipment that transfers the methane generated from the treatment processes into heat that is then used to reduce energy demands at the facility. The replacement of the heat exchangers requires that the existing facility be brought up to current building and fire code standards. The project therefore includes a new building for housing new boiler units, valves and pumps, replaced electrical controls and support systems. The current heat exchangers were constructed in 1964 and the project is part of the significant long-term improvements required at the water reclamation facility.

The total cost of construction is estimated at \$7,752,000. We are requesting \$1,000,000 in grant funds from ODOD. The remaining amount will be funded through OPWC, local ARPA and Sewer funds.

c: Melanie Baker
Bill Schesventer
Cori Finney
Hope Jones
Brian Huff
Sandy Lance
Rhonda Hall

DRAFT ORDINANCE NO. 2023 -104

AN ORDINANCE AUTHORIZING THE CITY OF KENT TO SUBMIT A GRANT FUNDING APPLICATION TO THE OHIO DEPARTMENT OF DEVELOPMENT (ODOD) FOR THE WATER RECLAMATION FACILITY DIGESTER HEAT EXCHANGER PROJECT AND TO ACCEPT THE GRANT, IF AWARDED, AND EXECUTE THE SUBSEQUENT GRANT AGREEMENT WITH CORRESPONDING APPROPRIATION OF FUNDS, AND DECLARING AN EMERGENCY.

WHEREAS, a funding application will be submitted to the Ohio Department of Development (ODOD) for the Water Reclamation Facility (WRF) Digester Exchanger project to replace two (2) heat exchangers so the facility is brought up to current building and fire code standards; and

WHEREAS, the project will include a new building for housing new boiler units, valves and pumps, replaced electrical controls and support systems; and

WHEREAS, the total cost of the project is estimated at \$7,752,000 in which the City is only requesting \$1,000,000 in grant funds from ODOD. The remaining amount will be funded through OPWC, local ARPA and sewer funds.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That Kent City Council approves submission of the City's application request for grant funding and authorized that the Administration provide all information, funds, and documentation required in said applications for submission.

SECTION 2. That Kent City Council hereby approves the City's acceptance of the grant, if awarded to the City, with corresponding appropriations for its use.

SECTION 3. That Kent City Council hereby understands and agrees that participation in the grant program will require compliance with program guidelines and assurances.

SECTION 4. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 5. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL



November 20, 2023

**Child Care Center Manual Procedure Letter No. 42
Child Care In-Home Aide Manual Procedure Letter No. 15**

TO: All Child Care Center Manual Holders
All Child Care In-Home Aide Manual Holders

FROM: Matt Damschroder, Director

SUBJECT: 2023 Child Care Stabilization Sub-Grants Application Process Phase 4

Background

The American Rescue Plan Act (ARPA) of 2021 was signed into law on March 11, 2021, issuing \$14.99 billion in Supplemental Discretionary funds to states. Supplemental Discretionary Funds support states efforts to recover from the COVID-19 pandemic and rebuild a better child care system. Section 307.230 of Amended Substitute House Bill No. 33 of the 135th General Assembly re-appropriated authority for the Ohio Department of Job and Family Services (ODJFS) to expend the Supplemental Funds to be used, in part, for workforce supplements, program business development supports, mental health and special needs services. As a result, Phase 4 stabilization grants are being implemented.

Phase 4

ODJFS has established several child care stabilization sub-grant opportunities. These sub-grants are available to the following program types: ODJFS regulated child care centers and in-home aides (IHA), as well as Ohio Department of Education (ODE) licensed preschool (PS) and school-age (SA) programs that are approved to provide publicly funded child care (PFCC). ODJFS regulated child care programs do not need to be participating in PFCC to be eligible to apply for these sub-grants, however, ODE programs must be approved to provide PFCC at the time of application.

The sub-grant opportunities include Operating/New Pandemic Costs, Workforce Recruitment/Retention, Access Development, and Mental Health Workforce and Family Support.

Payment

Payments are based on the program's license capacity as of October 31, 2023 for child care centers, and for ODE PFCC PS and SA programs, using the formula below which consists of a base payment determined by program type plus an additional per child dollar amount. If a



program is licensed after that date, the maximum funding amount is based on the capacity at the time of licensure. Programs' total sub-grant maximum funding amounts will not exceed \$330 x total license capacity. Maximum funding amounts for ODJFS certified in-home aide providers do not include a per child amount.

$$\text{Base payment} + (\text{per child amount} \times \text{program capacity}) = \text{Maximum Funding Amount}$$

Example- A medium-sized center with a license capacity of 80 children would receive a base payment of \$15,000 plus \$26,400 (the per child amount of \$330 multiplied by 80) to equal the total amount of \$41,400.

The charts below indicate the maximum funding amounts by program type:

Program Type	Base Payment	Per Child Amount by License Capacity (as of 10/31/2023)
Centers – XX Large (200+)	\$15,000	\$330
Centers – X-Large (151- 199)	\$15,000	
Centers – Large (100 – 150)	\$15,000	
Centers – Medium (50 to 99)	\$15,000	
Centers – Small (49 or less)	\$15,000	

Program Type	Maximum Funding Amount
In-Home Aides	\$3,000

x 60
= \$24,800
x 2 centers
\$ 49,600 -
total

Application and Expenditure

The application for these sub-grants will be accessed in the Ohio Professional Registry (OPR). Guidance and requirements are available on the Ohio Child Care Resource and Referral Association's (OCCRRA) website at www.occrra.org. Eligible providers must submit an application through the OPR, via a program's organization dashboard at <https://registry.occrra.org/>. When considering the amount to apply for, programs should determine the amount of expenses they will have in the expense period listed below.

The chart below is a summary of the application and allowable expense periods. Funds are dispersed according to this schedule. Reconciliation for the full amount issued in each previous



phase is required prior to applying for the next sub-grant. If a program does not request all eligible funding in this phase, they may return to the OPR and request up to the maximum funding amount, as long as the application period is still open.

Phase	Application Period	Expense Period	Reconciliation Due
4	November 20, 2023 at 12:00 p.m. – January 12, 2024 at 5:00 p.m.	July 1, 2023 – June 30, 2024	July 31, 2024

Programs that apply must select at least one, some, or all of the sub-grants; however, funds cannot be used toward an expense previously paid for with stabilization grant funding. Unused funds per phase cannot be carried forward.

Payments will be processed approximately four weeks to six weeks after the date the application is approved. Programs can see the status of their application in the program’s organization dashboard in the OPR. Sub-grants will be awarded as long as ARPA funding is available.

Qualifications

Stabilization sub-grants are available by application to Ohio child care programs who qualify by meeting basic criteria outlined by the federal government. Child care programs are to be:

1. Licensed/certified by ODJFS or ODE PFCC.
2. In “Open” status as verified in OCLQS and serving children. A temporarily closed child care center that reopens during the application period can apply for sub-grants for expenses incurred during the entire expense period for Phase 4.
3. In good standing as of the date of application
 - a. Programs not in good standing include:
 - i. Programs in enforcement during the qualification period
 - ii. Programs who have had their Provider Agreement for Publicly Funded Child Care terminated, within the five years prior to this application, due to misuse of funds.
 - b. If a program is in good standing at the time of application but is later determined not in good standing prior to the funds being awarded, the funds will not be awarded.
4. Compliant with all applicable Ohio Administrative Code (OAC) and Ohio Revised Code (ORC) requirements which include Child Care and Development Block Grant Funds health and safety requirements and the completion of comprehensive background checks.



5. In agreement with sub-grant terms by certifying that the child care program will, for the duration of the sub-grant:
 - a. Use funds only for the categories and purposes indicated
 - b. Implement required ODJFS policies including OAC and ORC, orders from the State of Ohio, and to the greatest extent possible, implement policies in line with guidance from the [Centers for Disease Control and Prevention](#). (CDC).
 - c. Pay full compensation and maintain full benefits to staff and agree not to involuntarily furlough employees
 - d. Implement a hiring bonus and a retention policy. If this option is selected, this policy should include:
 - i. A 6-month period that the staff member agrees to remain with the program in exchange for receipt of Workforce Recruitment/Retention funds.
 - ii. Document the date the hiring and retention bonus is issued.
 - iii. A written agreement between the professional and program articulating that the professional agrees to remain employed by the program for at least 6 months from the date of hiring bonus and/or retention.

Reconciliation

Programs are required to complete a reconciliation for each sub-grant phase. Phase 4 reconciliations must be submitted no later than July 31, 2024.

Reconciliations will be located in the program's organization dashboard in the OPR. Programs should retain receipts, invoices and documentation for expenses used toward these sub-grants. Reconciliation guidance will be located at www.occrra.org.

Sub-Grant Opportunities

Operating/New Pandemic Costs Sub-Grant (Centers, IHA, and ODE PFCC PS and SA):

Child care programs will be eligible for funds intended to assist with costs incurred as a result of the federal public health emergency. This sub-grant can be used for:

- Paying personnel costs; including maintaining/increasing wages or benefits such as health, dental, vision, paid sick leave or family leave, retirement contributions
- Paying ongoing costs including rent, mortgage, utilities, insurance
- Conducting facility maintenance, renovations, including those that address COVID-19 concerns as well as improvements that make child care programs inclusive and accessible for children and families with disabilities. Note: Construction or major renovations are not permitted. 45 CFR 98.2 defines "major renovation" to mean "(1) structural changes to the foundation, roof, floor, exterior or load-bearing walls of a facility, or the extension of a facility to increase its floor area; or (2) extensive alteration of a facility such as to significantly change its function and purpose, even if such renovation does not include any structural change." In other words, funds may be spent on renovations such as



- painting, carpeting, and other activities that neither add to the permanent value of the property nor significantly alter the function or purpose of the facility.
- Purchasing personal protective equipment (PPE) worn to minimize exposure to hazards that cause workplace injuries and illnesses must be either approved by the National Institute for Occupational Safety and Health (NIOSH) or authorized for use by the United States Food and Drug Administration (FDA), including under emergency use authorization.
 - Purchasing sanitizer, classroom dividers, cleaning supplies, temporary sinks, thermometers, and COVID-19 testing, covering other expenses that facilitate business practices consistent with safety protocols.

Workforce Recruitment/Retention Sub-Grant (Centers and ODE PFCC PS and SA): This sub-grant can be used for personnel costs including:

- Paying sign-on and retention bonuses, ongoing premium or hazard pay, transportation costs to/from work
- Creating substitute pools, providing administrative support
- Funding recruitment activities to increase early childhood workforce
- Supporting early childhood professionals through coaching as well as training and professional development on topics including communicable disease, first aid, CPR, sudden infant death syndrome, medication administration, shaken baby syndrome, emergency preparedness and response planning, transportation, handling and storage of hazardous materials. This includes Ohio Approved training.
- Supporting staff access to COVID-19 vaccinations including paid time off for vaccine appointments and to manage side effects, transportation cost to appointments
- Assisting with background check expenses

Access Development Sub-Grant (Eligible program types are noted by each sub-grant): These sub-grants can be used for costs incurred when:

- Expanding the number of current classrooms or reopening classrooms closed due to the pandemic to serve additional children or serve new age groups. This does not include construction to build a program or construct a new room, but can include: adding or expanding infant/toddler, or school-age care, or care for children with special needs (Centers), or expanding hours of operation to include non-traditional hours weekdays 7:00 p.m. to 6:00 a.m. or between 12:00 a.m. Saturday to 6:00 a.m. Monday (Centers)
- Engaging in the expansion of programming to include therapeutic child care by partnering with an Ohio Mental Health and Addiction Services (OhioMHAS) certified community mental health agency to provide ongoing mental health services to children and staff. Child care programs identified by the community mental health agency to participate in the pilot program will enter into a partnership agreement/MOU with the community mental health agency. This includes community mental health agencies that operate a child care program. All selected child care programs will implement therapeutic child care built upon evidence-based mental health practices. (Centers)



Mental Health Workforce and Family Support Sub-Grant: (Centers and ODE PFCC PS and SA) Programs may use sub-grant funds to support costs related to the mental health and well-being of their children and employees. This sub-grant can be used for the following:

- Coaching, training, local team building, resiliency, stress reduction and developing staff in mental health and social-emotional development topics
- Organizing stress reduction and wellness experiences for children
- Addressing staffing patterns and schedules to support staff mental health
- Purchasing program materials, and supplies to promote mental health and social-emotional learning in the classroom
- Providing family engagement activities to strengthen mental health and wellness, like take-home toolkits and onsite family game nights
- Providing childhood mental health supports (e.g., infant/toddler and early childhood mental health consultation services, targeted programming, etc.)

Questions

Please contact the Child Care Policy Help Desk with questions about funding and license capacity at 1-877-302-2347, option 4.

Please contact OCCRRA with questions regarding the application and process at support@occrra.org or 614-396-5959.

memo

CITY OF KENT PARKS AND RECREATION DEPARTMENT

To: Dave Ruller, City Manager
Cc: City Council
From: Angela Manley, Director
Date: 12.6.23
Re: Child Care Stabilization Sub-Grants Application Request

I am requesting approval to apply for three child care grants available to us through the Ohio Department of Job and Family Services and the Ohio Child Care Resource and Referral Association. We will be applying on behalf of our three state licensed child care centers, which qualify to receive funding. Funds to be used, in part, for workforce supplements, program business development supports, mental health and special needs services. We will be seeking \$94,500.00 in funding through these grants.

I respectfully request your approval to move forward to submit applications for these funds before the filing deadline of January 12, 2024.

DRAFT ORDINANCE NO. 2023 - 105

AN ORDINANCE AUTHORIZING THE CITY OF KENT PARKS & RECREATION DEPARTMENT TO SUBMIT A FOURTH ROUND OF STABILIZATION GRANTS FROM THE OHIO CHILD CARE RESOURCE AND REFERRAL ASSOCIATION (OCCRRA) TOTALING \$94,500, TO EXECUTE THE SUBSEQUENT AGREEMENT AND TO ACCEPT THE GRANTS, IF AWARDED, WITH CORRESPONDING APPROPRIATION OF FUNDS FOR THREE (3) CHILDCARE CENTERS, AND DECLARING AN EMERGENCY.

WHEREAS, the funding applications submitted to the Ohio Child Care Resource and Referral Association (OCCRRA) will be used for workforce supplements, program business development supports, mental health and special needs services; and

WHEREAS, the City is requesting a total of \$94,500.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That Kent City Council approves submission of the City's pre-applications request to the Ohio Child Care Resource and Referral Association (OCCRRA) grant funding totaling \$94,500 and authorized that the Administration provide all information, funds, and documentation required in said applications for submission.

SECTION 2. That Kent City Council hereby approves the City's acceptance of the grants, if awarded to the City, with corresponding appropriations for its use.

SECTION 3. That Kent City Council hereby understands and agrees that participation in the Ohio Child Care Resource and Referral Association (OCCRRA) grant program will require compliance with program guidelines and assurances.

SECTION 4. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 5. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of this City, for which reason and other reasons manifest to this Council this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: _____
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: _____
Date

ATTEST: _____
Amy Wilkens, CMC
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* _____, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON _____, 20____.

(SEAL)

AMY WILKENS, CMC
CLERK OF COUNCIL