THE CITY OF KENT, OHIO
SPECIAL COUNCIL MEETING for
PUBLIC HEARING "DEMOCRACY DAY"
WEDNESDAY, OCTOBER 2, 2019

Mayor Fiala called to order the Special Meeting of Kent City Council for purposes of a Public Hearing for "Democracy Day" at 6:00 p.m. A quorum was present.

PRESENT:	Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garrett Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Mr. Roger Sidoti; and Mr. Robin Turner.
ALSO PRESENT:	Mr. Jerry T. Fiala, Mayor And President Of Council; Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Mr. Jim Bowling, City Engineer; and Ms. Amy Wilkens, Clerk Of Council.
ABSENT:	Ms. Heidi Schaffer *(Arrived 6:45 p.m.)* and Ms. Tracy Wallach (Arrived at 6:55 p.m.)

MOTION TO EXCUSE MS. WALLACH'S ABSENCE FROM THE PUBLIC HEARING made by Mr. DeLeone, seconded by Mr. Ferrara, and CARRIED by a voice vote of 8-0.

Mayor Fiala welcomed everyone and read portions of the Charter as outlined below:

In accordance with the Kent City Charter Article XII, Section 12.05 titled "DEMOCRACY DAY PUBLIC HEARING/POLITICAL INFLUENCE":

"Beginning in 2016, City Council shall designate one day a "Democracy Day" during the first week of October each year in which a local, state, or national election is held in Kent. On this day, the Mayor and City Council shall sponsor a Public Hearing in a public space within the City. The public hearing shall be held during the evening or weekend time. The City will publicize the public hearing on its website and in area media at least one month in advance. The Public Hearing shall examine the impact on our City, our state and our nation of political influence resulting from campaign contributions by corporate entities. Corporate entities include business corporations, Political Action Committees, PACS, Super PACs, 501(c)(4) groups and unions. Members of the general public in attendance shall be afforded the opportunity to speak on these matters for up to five minutes per person. The City shall record the minutes of the hearing and make them available to the public no later than November 1 of each year in which it is held by posting them on the City's website.

Within one (1) week following the annual Public Hearing, the Clerk of City Council shall send a letter to every elected state-level representative of the citizens of the City, to the leaders of the Ohio House and Senate, to our U.S. Congressional Representative(s), and to both U.S. Senators from Ohio. The letter shall include a brief summary of the Public Hearing and will state that the citizens of Kent in November 2015 voted in support of a Citizens' Initiative calling for an amendment to the U.S. Constitution declaring the following principles:

1. *Only human beings, not corporations, are legal persons with Constitutional rights, and*
2. *Money is not equivalent to speech, and therefore, regulating political contributions and spending does not equate to limiting political speech.*

The annual Public Hearings will no longer be required if and when a Constitutional Amendment reflecting the principles set forth in Section 02 is ratified by three-quarters (3/4) of the state legislatures."

Mayor Fiala then referred to Clerk Wilkens to read each name, in turn, of the Visitors who signed-in. There were nine (9) visitors who wished to speak.

Debbie Silverstein of 1072 Erin Dr., Kent read from a pre-prepared statement. ***(See Attachments #1, #1.2).***

Swanhild Voneida of 401 Oakwood Dr., Kent read from a pre-prepared statement. ***(See Attachment #2.)***

Bill Wilen of 867 Stonewater Dr., Kent read from a pre-prepared statement. ***(See Attachment #3.)***

Drew Tiene of 1873 Pine Dr., Kent withdrew his name from the list.

Judy Nelson of 330 Whetstone, Kent read from a pre-prepared statement. ***(See Attachment #4.)***

Jackie Peck of 907 Highridge Lane, Kent read from a pre-prepared statement ***(See attachment #5).***

Lee Brooker of 814 Hudson Road, Kent read from a pre-prepared statement ***(See Attachment #6).***

Greg Coleridge (address omitted) read from a pre-prepared statement ***(See Attachment #7).***

Kathy Hazelton of 19601 Van Aken Blvd., Shaker Heights read from a pre-prepared statement ***(See Attachment #8).***

Mayor Fiala thanked everyone for coming. Meeting adjourned at 6:45 p.m.

Amy Wilkens
Amy Wilkens
Clerk of Council

Jerry T. Fiala
Mayor and President of Council

THE CITY OF KENT, OHIO
COMMITTEE OF THE WHOLE
WEDNESDAY, October 2, 2019

Mayor Fiala called the Committee of the Whole of Kent City Council to order at 6:55 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; 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; Ms. Melanie Baker, Public Service Director; Mr. Jim Bowling, City Engineer; Mr. Harrison Wicks, Executive Assistant to the City Manager; Mr. Dave Coffee, Budget and Finance Director; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

There were two (2) items on the Agenda.

1. <u>City Hall Project Update</u>
   Nancy Nozik from Brandstetter Carroll, Inc. presented updated plans for the City Hall project. Square footage and cost have been examined and some slight changes have been made. The schematic design was reviewed by floor (lower level, main level and upper level). Utility and tax counters will be divided by glass with transaction windows. Existing square footage of Finance and Utility Building was compared to proposed square footage, with increases to both to accommodate future use. Upper level offices of the Mayor, City Manager and Clerk of Council were reviewed, including storage rooms for items currently being housed in the Service Department. The Law Department is separated in its own suite and separated off from other offices.HR department located at the end of the suite to accommodate their work with Business and Finance. Exterior design shows the reductions in size but is consistent with what was in previous drawings. Square footage and anticipated costs reviewed; project estimated in a range based on square footage, between $6,000,000- $8,000,000**. (Attachment #2)**

   Mr. Ferrara said he thought the Council Executive Conference room was going to be behind Council Chambers. Potential issues with the location of the conference room was discussed regarding ease of access and not having to go through the crowd. Ms. Nozik will review all options.

   Ms. Rosenberg asked about a potential information desk to greet people as they come in to the lobby. Ms. Nozik said there is room for a reception desk in a central check-in spot in the lobby. Ms. Rosenberg said it is part informational, part security for people working in those offices. Nancy stated all offices are secured behind a security access door.

   Mr. Kuhar said if Council Chambers were indeed rotated, an egress door would almost need to be in front of the building. Ms. Nozik agreed and said it may need to be placed there due to slope.

   Mr. Ferrara said it would be nice to have the dais by the windows. Ms. Nozik states she will be able to show many different options.

   Mr. Turner asked about the budget for the project and Mr. Ruller discussed the existing budget vs. funds available for down payment and financing options. The fire department debt will be coming off and can be used for this building.

   Mr. Sidoti asked about the elevation of the council table. It will be six inches up.

Mr. Kuhar said he did not want to sit at dais and have issues with sun glare.

Ms. Heidi Shaffer favored moving the Council dais by the west facing window.

Ms. Melanie Baker would like to have a public hearing during first week in November to share designs.

2. Council Balloting Procedures

Ms. Hope Jones sent out a memorandum regarding new Supreme Court decision that came to her attention regarding secret ballot and voting procedures. We need to change from our current ballot process to voice votes, roll call votes or tallying and announcing who voted. There would be no difference in how to proceed with the ordinance. This procedure needs to be adjusted to avoid trouble in future. Ms. Jones shared in other cities (Cuyahoga Falls and Beachwood), applicants would be vetted by Administration and then brought before Council.

Mayor Fiala asked if the responsibility of council to appoint to boards and commissions would then be shifting to the City Manager.

Ms. Hope Jones stated that it is Council's responsibility to appoint members to boards and commissions. Could consider allowing administration to spend time doing vetting.

Ms. Schaffer asked if having an Executive Session was the problem.

Ms. Jones stated that it is the ballot process that is the issue.

Mr. Ferrara asked if we could do both; having administration do vetting of candidates and also have the candidates meet with Council.

Ms. Jones said the procedure is up to Council on how to proceed.

Mr. Turner said the current process is not a secret ballot because Council members put their name on the ballot. People could know who was voted for by approaching clerk. Names are on the ballot and public has right to look at votes with names next to them.

Ms. Jones stated some may put name on, but some do not. She cited a case with the City of Bratenahl voting for President Pro Tem in which the tallied votes were counted by the Solicitor. The Supreme Court stated that open meeting laws require all deliberations to be held in public.

Mr. Sidoti clarified this discussion regarding the voting process. He stated it's important for candidates to be seen before the vote and for the public to also see them. Main issue at hand is changing of voting process.

Mr. Kuhar suggested a scenario of receiving candidate packets to review prior to the interview, candidates coming in for the interview, and at next council meeting have a verbal vote. This eliminates the paper ballot.

Ms. Jones concurred this would be acceptable.

Ms. Rosenberg asked if additional information obtained in discussion or background check made a difference.

Ms. Jones stated in some instances it did, but not a lot.

Ms. Wallach stated she would like it to be a requirement the candidate come to the Council Meeting for the interview.

Mr. Sidoti said in past years when there were multiple candidates the Executive Session was helpful in making the decision and important to the process.

Mayor Fiala summarized changes of current process; interviewing candidates, having Executive Session and publicly voting on the candidate.

MOTION TO AUTHORIZE A VOICE VOTE FOR BOARDS AND COMMISSION CANDIDATES made by Mr. Sidoti, seconded by Mr. Kuhar.

Ms. Wallach asked if we are changing the way candidates present themselves.

Mayor Fiala clarified that candidates currently do not have to come to the meeting.

MOTION TO AMEND THE ORIGINAL MOTION TO ADD LANGUAGE REQUIRING CANDIDATES TO BE PRESENT AT MEETING WITH COUNCIL made by Ms. Wallach, seconded by Mr. Ferrara.

Mr. Sidoti said if a person is reapplying for same position they should not be made to come in again.

Mr. Amhrein said it should be mandatory for all to be present for the interview.

Mr. Kuhar said he agrees that every candidate should show up so Council and the public can hear them.

Ms. Schaffer said it may be difficult if candidates cannot make the meeting and asked if there would be an option for those who are not able to make it.

Mr. Amhrein asked how we can question the candidate if they are not here. If there are extenuating circumstances we could work on an alternate day.

There were no further comments from Council.

MOTION TO AMEND CARRIED by a voice vote of 6-3 with Mr. Ferrara, Ms. Shaffer and Mr. Turner against.

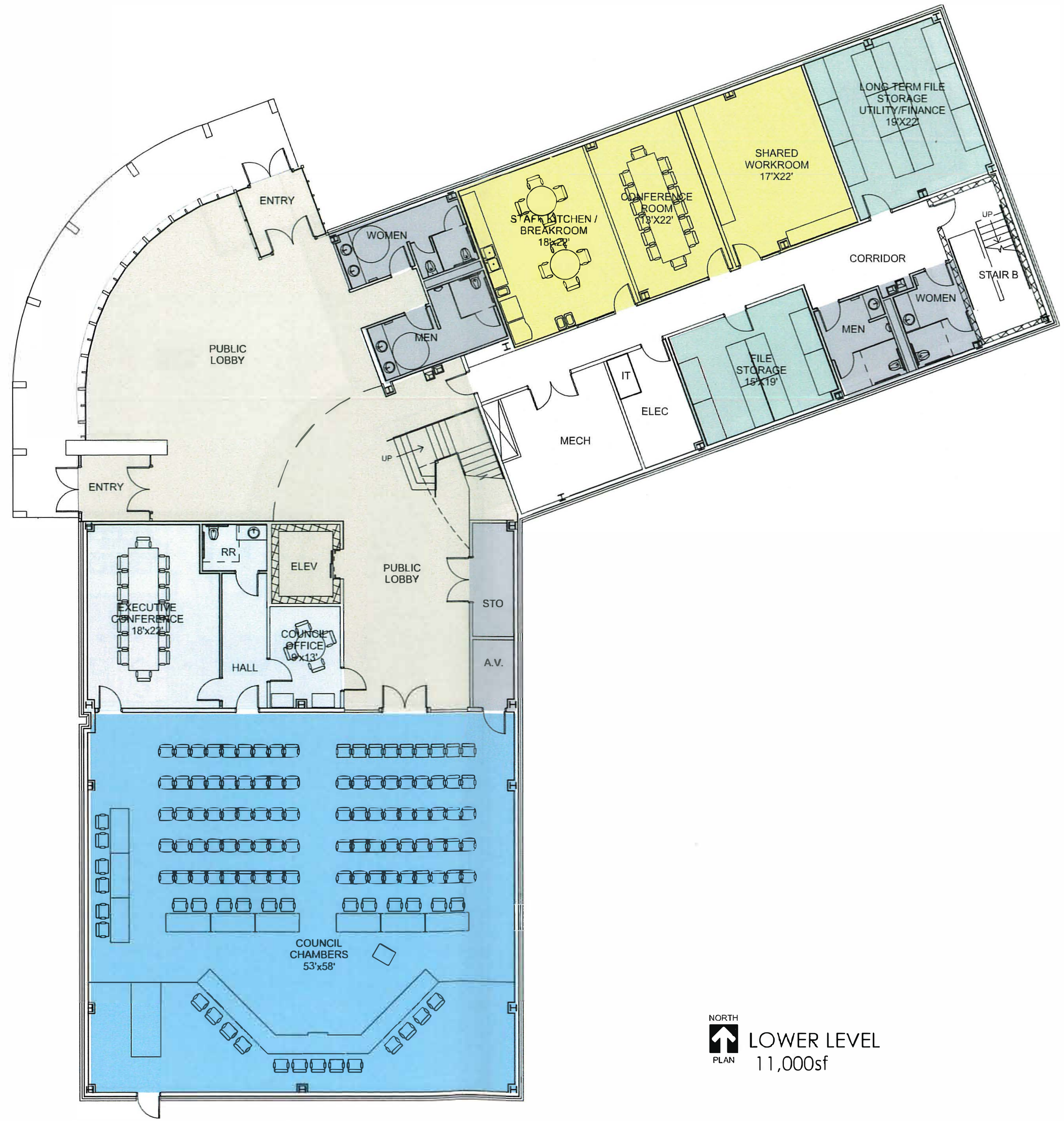
ORIGINAL MOTION AS AMENDED TO AUTHORIZE A VOICE VOTE FOR BOARDS AND COMMISSION CANDIDATES CARRIED by a voice vote of 9-0.

Hearing no further business before this Committee, the meeting adjourned at 7:15 p.m.

Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

1) **Authorize a voice vote for Boards and Commission Candidates and require Candidate presence to be interviewed.**



10-02-2019

NORTH PLAN

LOWER LEVEL
11,000sf

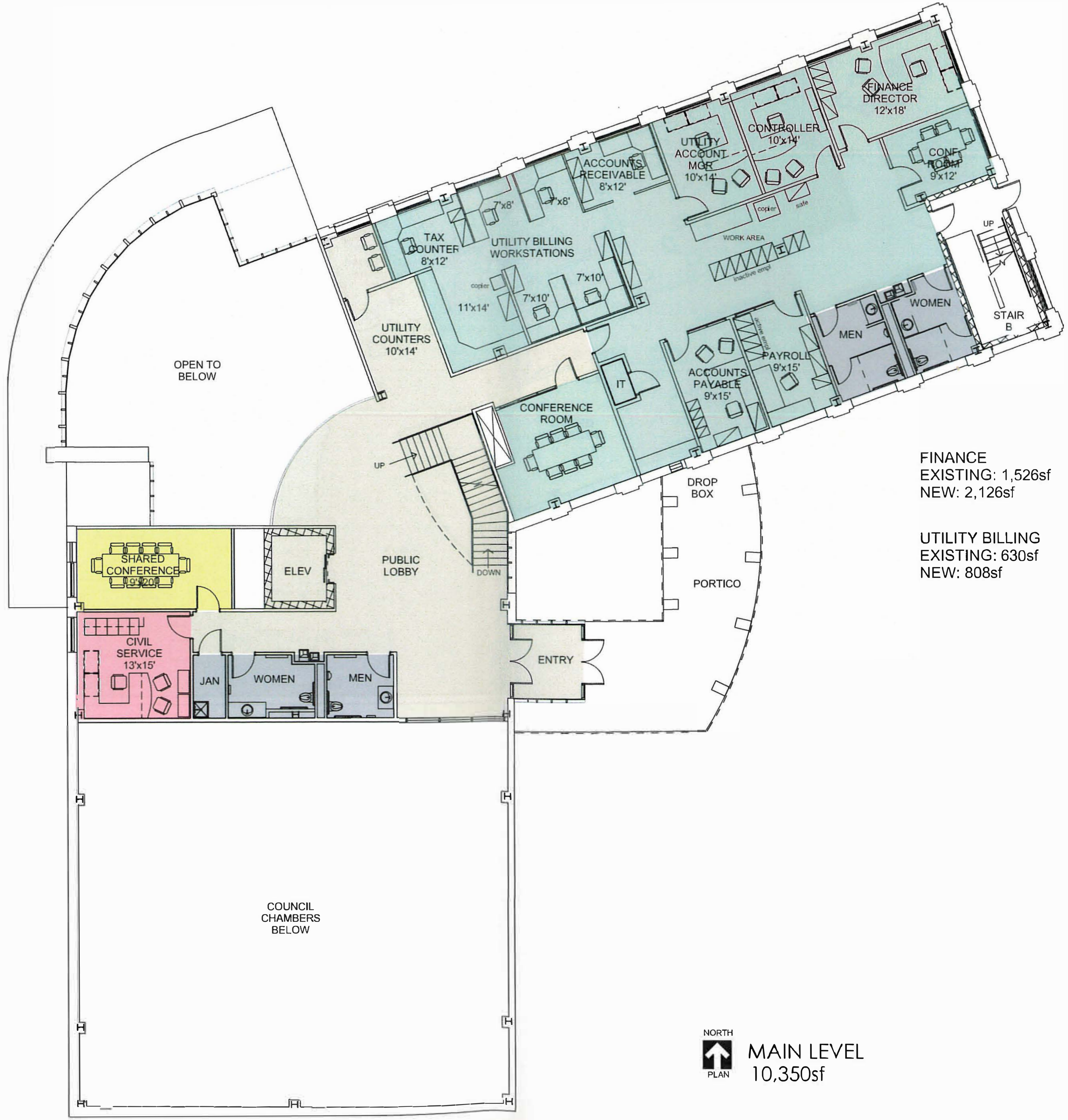
Kent City Hall

319 S. Water Street
Kent, OH 44240

Schematic Design

BRANDSTETTER CARROLL INC
ARCHITECTS . ENGINEERS . PLANNERS
Lexington · Cincinnati · Cleveland · Dallas

Attachment #2



FINANCE
EXISTING: 1,526sf
NEW: 2,126sf

UTILITY BILLING
EXISTING: 630sf
NEW: 808sf

10-02-2019

MAIN LEVEL
10,350sf

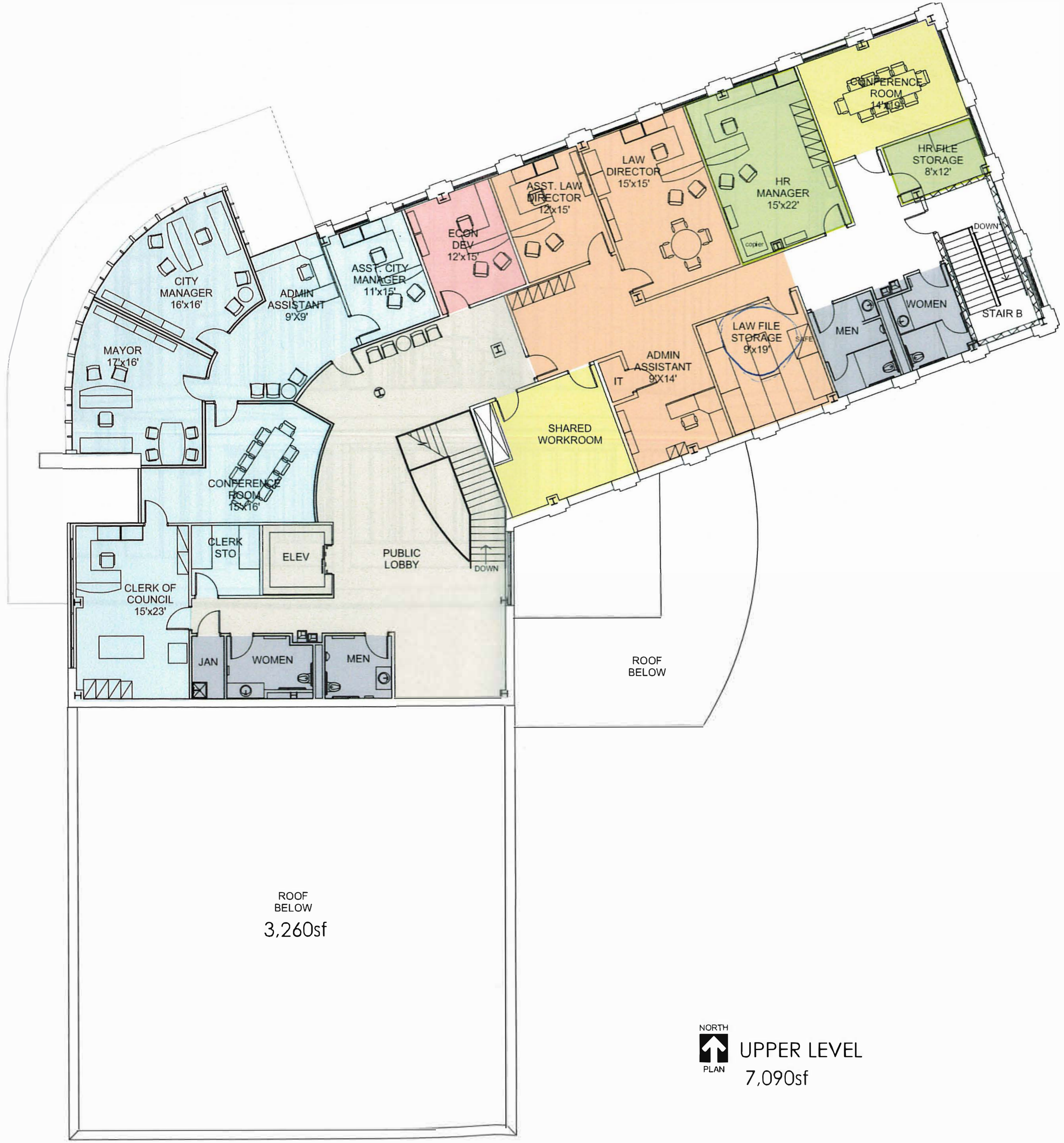
Kent City Hall

319 S. Water Street
Kent, OH 44240

Schematic Design

BRANDSTETTER CARROLL INC
ARCHITECTS . ENGINEERS . PLANNERS
Lexington Cincinnati Cleveland Dallas

Attachment #2



10-02-2019

NORTH PLAN

UPPER LEVEL
7,090sf

Kent City Hall

319 S. Water Street
Kent, OH 44240

Schematic Design

BRANDSTETTER CARROLL INC
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Attachment #2

10-02-2019

Kent City Hall

319 S. Water Street
Kent, OH 44240

Schematic Design

BRANDSTETTER CARROLL INC
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Attachment #2

Schematic Design

PROJECT NOTES
KENT CITY HALL
PROJECT NO. 18023

SUBJECT: PROGRAM REVIEW WITH CITY COUNCIL

BY: Nancy Nozik, Brandstetter Carroll Inc.

BRANDSTETTER CARROLL INC

October 2, 2019

Concept Space Plan: 21,500 – 23,000sf

Schematic Design Plan: 24,000sf (28,440sf including 2-story spaces)

OPC @ $250/sf = $6,000,000 - $7,110,000

OPC @ $300/sf = $7,200,000 - $8,532,000

Build-out of 2nd Floor:

3,260 sf @ $200/sf = $652,000

Parking:

Anticipate 57 spaces.

Currently approx. 56 spaces

Attachment #2

THE CITY OF KENT, OHIO
COMMUNITY DEVELOPMENT COMMITTEE
WEDNESDAY, OCTOBER 2, 2019

Chair Kuhar yielded his chairmanship to Ms. Rosenberg and she called the Community Development Committee Meeting to order at 7:59 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; 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; Ms. Melanie Baker, Public Service Director; Mr. Jim Bowling, City Engineer; Mr. Harrison Wicks, Executive Assistant to the City Manager; Mr. Dave Coffee, Budget and Finance Director; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

There was one (1) item on the Agenda.

1. North Water Street Parcel Sale Expectations

   Mr. Dave Ruller said the City has acquired through DKC three parcels of land on N. Water Street. **(Attachment #3)** He explained two parcels have structures on them (Attachment) for your reference. If someone would want to purchase and knock down these structures, how do you feel about that? Are there certain uses you do not want Tom (Wilke) to pursue? Part of pursuing this property was to have a say in what or who goes in there. There is no action item with this; we are looking for ideas and feedback.

   Mr. Tom Wilke reviewed the attachment showing the properties up for discussion. This could support a fairly large building and possibly generate income tax revenue. Perhaps an office building with highly paid professionals? Others want to recreate the history and build between existing buildings. Do we do something that supports current existing structures surrounding these parcels, such as the mill? A parking structure was discussed as well. There has not been an announcement or marketing of the parcel being in the city's hands.

   Ms. Wallach said she likes the idea of renovating the current structures. Walter's Café has a lot of history in Kent which is a musical town. Would like to keep existing structures and is okay if want to put a parking or store in the middle as long as it blends in.

   Ms. Schaffer said blending in is key and also developing something unique in appearance. She would like to discourage any type of major chain going in, but something that would support arts and entertainment, creating jobs and/or residences. More of a critical mass of activities would support other developments, giving people a reason to walk around and visit local businesses. It has to be decided on a case by case basis and suggested a mission statement be written to bring back to council. We don't want to narrow it so much to discourage people from coming forward.

   Mr. Wilke said he had not yet considered a mission statement but wanted to bring to Council tonight. He said the Downtown Kent Corporation (DKC) owns this and is not obligated to request permission for proposals; he really wanted to hear what people propose for these parcels.

   Ms. Schaffer said she is not opposed to new structures and doesn't think we should save everything at all costs if building is beyond the brink. If it's a new structure it should be built to fit character.

   Mr. Wilke asked if it is a new structure that fills in vacant lot, is there a preference on the height of the building.

Ms. Roseburg encouraged other comments on the last question from other members of Council before answering question.

Mr. Ferrara said we have a good track record on developing and the rest of the downtown speaks to that. You should use your best judgement on what people want. You want to maintain Kent's character. Riverfront area should not be wasted on parking. He also stated he can see having four stories. Mr. Ferrara said there is more economic development in that area with local coffee shops and is interested in non-student housing for professionals, whether young or old. Foot traffic will enhance rest of the properties.

Ms. Bridget Susel said there are other new downtown residences coming along soon and we want to be conscience of not oversaturating area because we've seen what that can do on the student end and do not want to do to the downtown.

Mr. Wilke said can it be built as high as sixty feet from the Water Street level.

Mr. Sidoti asked for a point of clarification if he could participate in conversation.

Ms. Hope Jones said he could not.

Mr. Amhrein said he is in favor of building preservation if possible unless buildings are beyond saving. Wooster has done a wonderful job of repurposing buildings, but it is very expensive. Stated he is in favor of preserving the historic integrity of the neighborhood if possible.

Ms. Wallach said we need more senior housing and that people aren't interested in it anymore.

Ms. Bridget Susel stated it's all about cost (inaudible portion of recording).

Ms. Wallach stated we are losing a lot of city housing (Silver Oaks) but may be more appropriate for another discussion.

Mr. Wilke mentioned it is in a CRA zone and you have the option of who we sell the properties to.

Ms. Bridget Susel stated for affordable senior housing there has to be a tax credit project. It is a complicated process compared to a private developer.

Mr. Turner asked what are the implications for parking and how can this not negatively affect it?

Mr. Wilke said he believed the existing parking would support commercial development such as a bar, restaurant or merchandise store. One advantage is someone could build a parking structure below with residences above depending on whether they continue to use existing structures.

Mr. Ferrara would like to call it active living housing as opposed to senior housing. Low income senior housing would not necessarily enhance the downtown in terms of spending.

Ms. Wallach said if it was a mix, seniors have an interest in shopping downtown but are unable to access it.

Ms. Rosenberg asked if there were any questions or comments from the audience.

Mr. Joe Culley of 1550 S. Lincoln Street said as an art educator he had a brainstorm. If you have an area that has a specific need and you open it up to an architecture competition it can bring interest into the unique landscape of Kent.

Hearing no further business, Ms. Rosenberg adjourned the Community Development Committee Meeting at 8:20 PM.

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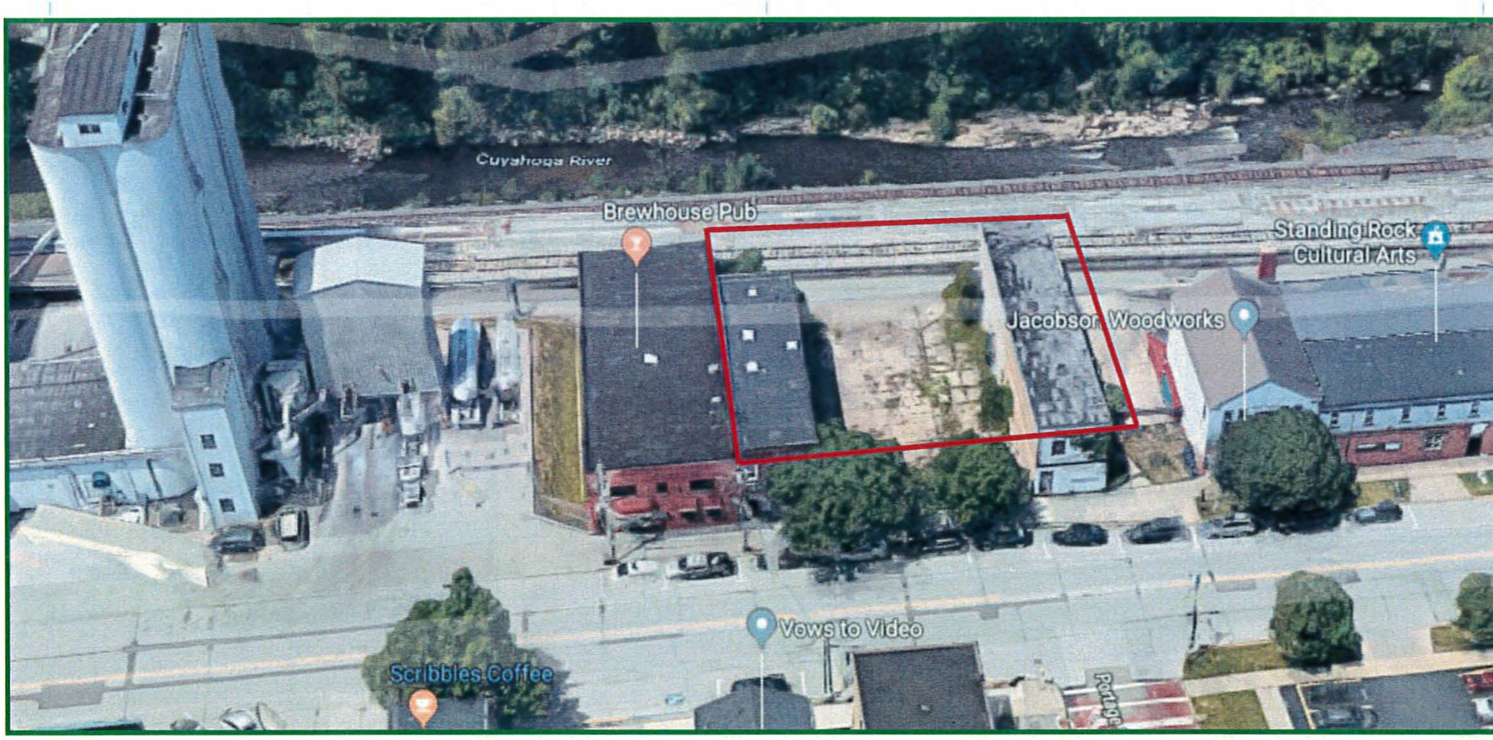
Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

1. **No Action Requested**

252—266 N. Water Street



Attachment #3

Parcel Information

Parcel Number	Address	Parcel Size	Building Size
17-025-30-00-027-000	252 N. Water St.	0.0468 Acres	3,388 sf - Two Floors
17-025-30-00-028-000	NA	0.1295 Acres	NA
17-025-30-00-029-000	266 N. Water St.	0.0627 Acres	4,000 sf - Two Floors
Totals		**0.239 Acres**	**7,388 sf**

Attachment #3

THE CITY OF KENT, OHIO
FINANCE COMMITTEE
WEDNESDAY, OCTOBER 2, 2019

Chair Michael DeLeone called the meeting of the Finance Committee of Kent City Council to order at 8:20 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; 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; Ms. Melanie Baker, Public Service Director; Mr. Jim Bowling, City Engineer; Mr. Harrison Wicks, Executive Assistant to the City Manager; Mr. Dave Coffee, Budget and Finance Director; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

There were two (2) items on the Agenda.

1. <u>2015 General Operating Levy Renewal</u>
   Mr. Coffee said the City has a 1.16 mill General Operating Levy due to expire in the 2019 tax year and there is a need to get on the ballot in 2020. It is staff opinion the renewal levy is the most likely to be accepted by the community. We would like to get this on the March ballot which is the first opportunity in the next year. It is an important source of revenue for us and the tax base is increasing. The process to be followed, with Council authorization, is to request the County Auditor give us an estimate of the renewal or replacement, which ever direction is chosen. Then formal legislation will then be put on the ballot. There is a hard deadline of December 18th with the Board of Elections.

   Ms. Schaffer asked if this is the only levy that goes to General Fund.

   Mr. Coffee said it is the only voted levy that goes to the General Fund. We have non-voted as well, and the West Side Fire as well.

   Ms. Schaffer said a lot of people think just because they live in Kent they are paying their taxes in Kent. The fact is if you own property in Kent you are paying a small portion of taxes to city for services.

   Mr. Coffee said for a $100,000 market value property the cost is $25.75 annually and is important to the City's annual budget process. A replacement levy may be tempting, but we are trying to be sensitive to the community. A renewal levy will not be an increase in what they currently pay.

   Mr. Kuhar asked if the renewal levy is based on the appraisal value at the time of the original levy and a replacement levy will be a new tax levy, making it more expensive.

   Mr. Coffee said that is correct.

   Mr. Kuhar said then what you are projected is more user friendly on the pocketbook.

   Mr. Coffee said that 1960 was the first year of the passing of the original levy. We have not asked for an increase in the millage since.

   Mr. Sidoti asked when the school levy would be on the ballot.

Mr. Ruller said the school levy would be on the March ballot.

Mr. Sidoti said it's important for the public to hear that this will not be an increase.

Mr. Coffee said ideally we would have had it on the November ballot but we did not, so it must be on the March ballot.

MOTION TO AUTHORIZE A RESOLUTION FROM THE COUNTY AUDITOR FOR AN ESTIMATE OF THE RENEWAL OR REPLACEMNT OF THE 2015 GENERAL OPERATING LEVY WITH AN EMERGENCY CLAUSE made by Kuhar, seconded by Mr. Sidoti, and CARRIED by a voice vote of 9-0.

2. <u>2019 Budget Appropriations Amendment</u>
Mr. Coffee made a request authorization for budget amendments as outlined in memo of September 25, 2019 to the City Manager.

MOTION TO APPROVE THE 2019 BUDGET APPROPRIATIONS AMENDEMENT WITH AN EMERGENCY CLAUSE made by Mr. Kuhar, seconded by Mr. Amhrein and CARRIED by a voice vote of 9-0.

Hearing no further business before this Committee, Chair DeLeone adjourned the committee meeting at 8:30 p.m.

Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

1) **Authorize a request from the County Auditor for an estimate of the renewal of the 2015 General Operating Levy.**
2) **Approve the 2019 Budget Appropriations Amendment..**

THE CITY OF KENT, OHIO
HEALTH & SAFETY COMMITTEE
WEDNESDAY, OCTOBER 2, 2019

Chair Jack Amrhein called the meeting of the Health & Safety Committee of Kent City Council to order at 7:40 p.m.

PRESENT:	Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; 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; Ms. Melanie Baker, Public Service Director; Mr. Jim Bowling, City Engineer; Mr. Harrison Wicks, Executive Assistant to the City Manager; Mr. Dave Coffee, Budget and Finance Director; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

Chair Jack Amhrein called the meeting of the Health and Safety Committee of Kent City Council to order at 7:40 p.m.

There was one (1) item on the Agenda.

1. Authorize the Proposed New Film Permitting Procedures

Mr. Dave Ruller mentioned actor Liam Neeson was in the township today which happened to coincide with the work being done between the City and Kent State University's film program. A lot more potential filming activity is expected and students came to the city to discuss. Mr. Wicks has created an application process to help work with students.

Mr. Wicks introduced Scott Hallgren, Assisted Professor in the School of Journalism and Mass Communication's Digital Media Production Program. Mr. Hallgren has been working with the City to develop and streamline the permitting process for filming.

Mr. Sidoti asked Mr. Hallgren if he found this proposal restrictive.

Mr. Hallgren stated he did not. He thinks the City of Kent has been very responsive to this and the form has been put through a great deal of diligence. The goal was to keep it simple and it be able to address things quickly.

Mr. Kuhar said pop up activities in town resulted in complaints from business owners if streets and sidewalks are closed. How do we resolve that issue?

Mr. Hallgren said a new curriculum has been created and is similar to what is found at a major film school in a major city. A Safety and Set Protocol class has created a manual which includes understanding the difference between a permit and a location release. Students have a location release that must be secured and business and residences must be notified two weeks in advance. We would rather not have complaints and are taking measures to ensure students do what they need to do.

Mr. Kuhar said he is concerned that some businesses care and some do not want roads closed.

Mr. Wicks said there is a section for neighborhood approval that is required to get 70% approval of residents in the area. Access needs to be maintained and detours posted.

Ms. Schaffer asked if neighborhood approval is the same as location release.

Mr. Wicks said it is similar.

Mr. Hallgren stated the Digital Media Production program has grown to 320 student and are cycling out previous expectations and creating new ones. If it evolves to having multiple shoots in a year there will need to be continued conversations. There won't be a lot of these happening but what will be happening will be handled as strictly as possible and the process with continually be developed.

Ms. Schaffer asked about the "gaining approval of 70%" clause.

Mr. Wicks said similar to neighborhood approval which is done by property lines, having signatory of someone who lives or owns property.

Mr. Kuhar asked how many times a year would the streets be closed.

Mr. Hallgren said he does not anticipate more than a handful of closures over the next three years. Students are going to have to do the paperwork to get this set up. Processes at the school require students to get signatures by faculty before they can even apply for a permit.

Ms. Rosenberg asked about film production definition. There are a tremendous amount of students with video assignments.

Mr. Wicks stated they would not regulate YouTube videos, personal or family videos and pointed to exceptions to identify what is already included in current permitting system.

Mr. Sidoti asked of a way to get information about this process out to the community. A lot of confrontations that happen because people are unaware.

Mr. Hallgren stated students have to present a notification to businesses and homeowners within a five hundred foot radius to sign off on approval.

There were no comments or questions from the audience or further questions from Council.

MOTION TO AUTHORIZE NEW FILM PERMITTING PROCEDURES WITH AND EMERGENCY CLAUSE made by Ms. Schaffer, seconded by Mr. Kuhar.

Mr. Kuhar had a discussion item reiterating his seconding of the motion due to it looks like it was going to be more controlled. He referred to a previous incident on N. Water St. where people were trespassing on private residential property and said this appears to not allow that to happen.

CARRIED by a voice vote of 9-0.

Hearing no further business before this Committee, Chair Amrhein adjourned the meeting at 7:59 p.m.

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Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

1) **Authorize new film permitting procedures.**

THE CITY OF KENT, OHIO
STREETS, SIDEWALKS, AND UTILITIES COMMITTEE
WEDNESDAY, OCTOBER 2, 2019

Chair Roger Sidoti called the meeting of the Streets, Sidewalks, and Utilities Committee of Kent City Council to order at 7:35 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Schaffer; 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; Ms. Melanie Baker, Public Service Director; Mr. Jim Bowling, City Engineer; Mr. Harrison Wicks, Executive Assistant to the City Manager; Mr. Dave Coffee, Budget and Finance Director; Mr. Tom Wilke, Economic Development Director; Ms. Amy Wilkens, Clerk of Council

There was one (1) item on the Agenda.

1. <u>Authorize Updates to Small Cell Wireless Regulations</u>
   Mr. Dave Ruller explained we are trying to keep pace with laws and stay in conformance.

   Ms. Hope Jones said Attorney Bill Hanna was unable to attend this meeting due to being stuck in traffic. After this discussion, if there are questions that cannot be answered we can table it. There has been a review of the ordinance and the application process which resulted from questions from contractors. Mr. Hanna indicated the Federal Communication Commission's direction regarding the application process in the code that needs tightened. The first change has to do with the changes to the application process and defining which types of facilities fit with which types of applications.

   There were no further questions from Council or the audience.

MOTION AUTHORIZE UPDATES TO SMALL CELL WIRELESS REGULATION, WITH AN EMERGENCY CLAUSE made by Mr. Ferrara, seconded by Ms. Rosenberg, and **CARRIED** by a voice vote of 9-0.

Hearing no further business before this Committee, Chair Sidoti adjourned the meeting 7:40.

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Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

1) **MOTION AUTHORIZE UPDATES TO SMALL CELL WIRELESS REGULATION, WITH AN EMERGENCY CLAUSE**