THE CITY OF KENT, OHIO
COMMITTEE OF THE WHOLE
WEDNESDAY, APRIL 5, 2017

Mayor Fiala called the meeting of the Committee of the Whole of Kent City Council to order at 7:00 p.m.

PRESENT: **MR. JACK AMRHEIN, MR. MICHAEL DeLEONE, MR. GARRET FERRARA, MR. JOHN KUHAR, MS. MELISSA LONG, MS. HEIDI SHAFFER, MR. ROGER SIDOTI, MR. ROBIN TURNER, AND MS. TRACY WALLACH.**

ALSO PRESENT: **MR. JERRY T. FIALA, MAYOR AND PRESIDENT OF COUNCIL; MR. DAVE RULLER, CITY MANAGER; MR. JIM SILVER, LAW DIRECTOR; MS. BRIDGET SUSEL, DIRECTOR OF COMMUNITY DEVELOPMENT; MR. JIM BOWLING, CITY ENGINEER; MS. MELISSA BAKER, PUBLIC SERVICE DIRECTOR; MR. DAVID COFFEE, FINANCE DIRECTOR; MR. JOHN IDONE, PARKS & RECREATION DIRECTOR; POLICE CHIEF MICHELLE LEE; FIRE CHIEF JOHN TOSKO; AND MS. TARA GRIMM, CMC, CLERK OF COUNCIL.**

There was 1 item on the Agenda.

1. Interviews for Planning Commission, Fair Housing Board, Board of Health and Design and Preservation Committee.

Mayor Fiala stated Council is conducting interviews tonight for various vacant positions: 1 on the Planning Commission, 1 on the Fair Housing Board, 1 on the Board of Health and 2 on the Design and Preservation Committee. He further explained that Council will not be voting on candidates this evening. Council will meet in Executive Session following tonight's Committee meetings. Voting and appointment will take place at the next regularly scheduled Council meeting on Wednesday, April 19, 2017.

Mayor Fiala continued by explaininging we have 2 candidates to interview for 1 vacancy on the Planning Commission and we will also be reconsidering the 4 applications from the previous rounds of interviews.

The 2 candidates were:

1. Tad Brown
2. Paul Sellman

Council members asked as series of pre-prepared questions of the 2 candidates on an individual basis. Question topics were: the candidates' availability and awareness of the time commitment required to review applications and materials prior to a meeting; the candidates' concerns and community topics that relate to the activities undertaken by the Planning Commission; any prior experience with reading, interpreting and applying ordinances, regulations or any other form of statutory requirements to projects or programs; what is the candidates' general understanding and relationship between the Planning Commission, Community Development Department staff and the Kent City Council; and to describe prior experiences and approach with working as a member of a group that is responsible for making formal decision.

Candidates thoroughly answered all questions of Council. Some of the topics of interest and general theme of the candidates' interests were: continuance of successful planning and development within the City; redevelopment of the mill; adding good quality housing; an opportunity to serve their City; and contribute to the positive growth and stability of the City.

Council thanked each candidate for interviewing. Mayor Fiala reminded the Council and the candidates that we have interviewed 2 people this evening for 1 vacancy on the Planning Commission, but there are 4 candidates previously interviewed to be reconsidered due to Council's recent unanimous Motion to keep applications to various boards and commissions on file for one (1) year.

Mayor Fiala moved on to the Board of Health interviews. There were 2 candidates to interview for 1 vacancy.

The 2 candidates were:

1. Christopher Woolverton
2. Susan Roxburgh

Council members asked as series of pre-prepared questions of Mr. Woolverton. Question topics were: Taking a mandatory break from serving on the Board of Health because of the City Code; ability to write grants and grant partnering; health department funding and the connection with KSU and expanding services; Businesses meeting standards of the Health Department; relationship with the County Health Department; and when the new City Hall is built, if the Health Department should be inside City Hall or a stand-alone facility.

Mr. Woolverton thoroughly answered all questions of Council. Some of the topics of interest and general theme were: community health needs assessment; grant writing abilities; practicums of community health based projects required of KSU students seeking a degree in Public Health; public health inspections, growing the partnership with the County Health Department; and baseline mission to take care of our citizens.

Council thanked Mr. Woolverton for interviewing.

Mayor Fiala informed Council that Ms. Susan Roxburgh was unable to attend this evening's interviews, but had previously served on our Board of Health from 2002 to 2013.

Moving on to the Fair Housing Board interviews, Mayor Fiala stated there were 2 candidates to interview for 1 vacancy.

The 2 candidates were:

1. Sheldon Wigdor
2. Susan Roxburgh

Council members asked as series of pre-prepared questions of Mr. Wigdor. Question topics were: if this was the first application that he has filed in our City; what brought him to Kent from California; what he felt was the #1 issue facing the country and fair housing.

Mr. Wigdor thoroughly answered all questions of Council. He stated he is a resident for a year and half; this is the first application he has filed with the City; is a transplant from California and had worked long-term on various school boards and budget committees; and felt the process needs to be fair to ensure there is no unspoken prejudice or discrimination.

Council thanked Mr. Wigdor for interviewing.

Mayor Fiala again informed Council that Ms. Susan Roxburgh was unable to attend this evening's interviews, but had previously served on our Board of Health from 2002 to 2013.

Mayor Fiala finished by stating there are 2 vacancies on the Design and Preservation Committee for which only 1 applicant re-applied for, Mr. Howard Boyle. Mr. Boyle would not need to be interviewed because he currently serves and is seeking re-appointment.

Hearing no further business before this Committee, Mayor Fiala adjourned the meeting at 7:40 p.m.

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Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED: None

BRANDSTETTER CARROLL INC

Kent Health & Wellness Concept Plan

Kent, Ohio

February 8, 2017

ACKNOWLEDGMENTS

Kent Health and Wellness Concept Plan
Kent, Ohio

City of Kent Administration

Jerry T. Fiala, Mayor
David Ruller, City Manager

Kent Parks & Recreation Board

Kimberly Ball
Kelly Labajetta
John Neuzil
Pete Orlando
Debbie Smeiles

Kent City Council

Jerry T. Fiala, President of Council
Melissa M. Long, Council-at-Large
Michael Deleone, Council-at-Large
Roger B. Sidoti, Council-at-Large
Garret M. Ferrara, Ward 1
Jack Amrhein, Ward 2
Robin G. Turner, Ward 3
John M. Kuhar, Ward 4
Heidi L. Shaffer, Ward 5
Tracy Wallach, Ward 6
Tara Grimm, Clerk of Council

Kent Department of Parks & Recreation Representatives

John Idone, Parks & Recreation Director
Nancy Pizzino, Parks & Recreation Supervisor

Consultant Team

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Architect's Project No. 16059
February 8, 2017

Lawrence W. Brandstetter, AIA, President
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EXECUTIVE SUMMARY

KENT HEALTH AND WELLNESS CONCEPT PLAN
KENT, OHIO

The City of Kent has a substantial park system providing areas of both passive and active outdoor recreation activities. However, indoor, year-round activities are lacking due to limited facilities. A year-round community recreation center is a goal of the long range Master Plan and is the missing piece to providing a comprehensive parks and recreation program for the community.

The Kent Parks & Recreation Department engaged with Brandstetter Carroll, Inc. to assist in an assessment of the needs for a potential Kent Recreation Center, and to pursue a strategic partnership with a health and wellness organization.

Is it needed?

Community input was gathered through surveys and a series of stakeholder meetings. This input, along with a review of current program offerings, confirmed that there is a need for an indoor comprehensive center in the City of Kent to support senior, athletic, fitness, meeting, wellness, and community functions. The desire is to create a place for the whole community, for citizens of all ages, that is affordable.

What is included?

The proposed space program represents 82,000sf and includes gymnasium spaces, an indoor turf field, walking track, fitness equipment areas, fitness classrooms, senior and community rooms, locker rooms, a central gathering area, administrative offices, and an allowance for up to 5,000sf for a health partner to occupy. A second phase may include additional gymnasium space as well as an indoor or outdoor swimming facility.

How much will it cost?

The study anticipates a range of $18,000,000 to $23,000,000 for capital costs to develop the facility. Operating costs would be in the range of $16/sf to $19/sf annually. Revenue is anticipated in the range of $15.50/sf to $20/sf over the first 5 years.

Where will it go?

The Parks & Recreation Department is considering two potential locations. 1) Fred Fuller Park across Middlebury Road. 2) Fairchild Fields at Fairchild Avenue and Majors Lane.

How will it be funded?

The capital costs may be funded through a voter-approved bond levy, anticipated to be between $80 - $100 per year on the average home. Operating costs will be funded through user fees, partner income, and a portion of the annual recreation budget.

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I. INTRODUCTION

Project Background

The City of Kent has a substantial park system providing areas of both passive and active outdoor recreation activities. However, indoor, year-round activities are lacking as the current Kent Fitness Center provides limited indoor space. A year-round community recreation center is a goal of the long range Master Plan and is the missing piece of providing a comprehensive parks and recreation program for the community.

Since the 1990's, communities in Northeastern Ohio, as well as other parts of the region, have been constructing indoor recreation centers at the request of their citizens. Indoor activities always rank high on surveys as people look to participate year-round. In some respect, the private sector has attempted to address these needs of the marketplace with fitness centers and other "focused" offerings. However, more people seem to want a comprehensive, family oriented facility, offering a wide range of programs and features. They also want team oriented sports such as basketball, volleyball, or indoor soccer. In many communities, there is also a need for indoor water.

Recreation centers in Ohio vary in size from 50,000 to 100,000 sf, and they are an expensive proposition. At a total project cost approaching $250 - $300 per square foot, the costs for these centers range from $15,000,000 to $30,000,000. The capital cost has traditionally been funded by General Obligation Bonds, paid from city operating budgets. A second approach is through a voter approved bond levy on property tax or city income tax.

At the same time, the annual operating cost is also expensive. In Ohio, the average annual operating cost for a recreation center with indoor water is approximately $25 per square foot, or $1,250,000 to $2,500,000. In order to recover a portion of these costs, cities rely on user fees, rentals, and program charges. A well-managed center will recover around 65% of operating costs, leaving the taxpayer to subsidize the balance. Other cities have teamed with third party participants such as non-profits or health care providers seeking to defray costs.

This report will examine case studies of several area recreation centers that surveyed how capital and operating costs were addressed. In addition, this study will focus on possible partners for a center in Kent, Ohio. The final outcome will be a description of what is needed in Kent plus a possible offering by a third party provider to participate. The recommendations of this report will then be submitted to the Kent City Council for their review and implementation.

Scope of the Study

The Kent Parks & Recreation Department engaged with Brandstetter Carroll, Inc. to assist in an assessment of the needs for a potential Kent Recreation Center, and to pursue a strategic partnership with a health and wellness organization. The Health & Wellness Concept Plan included several steps. The Preliminary Planning Phase included public engagement via an online survey as well as a series of stakeholder meetings to identify the specific needs outlined by the community. The Case Study Analysis Phase included a detailed analysis of the operations of three similar facilities within the region. The Partner Identification Phase included the preparation of a request for proposal that was sent to various interested partners. The proposals received will identify what their needs are and what type of partnership they are willing to undertake. Finally, this Final Report summarizes the results of all data gathered and provides a recommendation for the Kent Parks & Recreation Department in moving forward towards a new recreation facility.

II. NEEDS ANALYSIS AND PROGRAM RECOMMENDATIONS

Demographic Analysis

The City of Kent and immediate surrounding communities were reviewed based on the demographic data available from ESRI Business Analyst Solutions. Communities reviewed included Kent, Stow, Streetsboro, and Brimfield. The purpose of this review is to understand the available population that may use a new Recreation Center in Kent. Key factors include the total number of residents in each community, the number of families, the median age of residents, and the average household size, and the average household income. The tables below indicate the specific numbers from each community.

Kent	2010	2015	2020
Population	28,904	30,988	31,490
Families	4,501	4,628	4,663
Median Age	23.6	23.7	23.9
Average Household Size	2.22	2.19	2.19
Median Household Income		$35,374	$40,097

Stow	2010	2015	2020
Population	34,837	35,071	35,308
Families	9,436	9,412	9,402
Median Age	39.7	40.7	41.4
Average Household Size	2.42	2.4	2.39
Median Household Income		$70,441	$81,808

Streetsboro	2010	2015	2020
Population	16,028	16,240	16,642
Families	4,316	4,313	4,380
Median Age	37.8	39.4	39.8
Average Household Size	4.43	2.41	2.4
Median Household Income		$60,731	$73,285

Brimfield	2010	2015	2020
Population	3,343	3,442	3,584
Families	968	1,011	1,052
Median Age	38	42.1	43.4
Average Household Size	2.64	2.6	2.58
Median Household Income		$61,251	$76,124

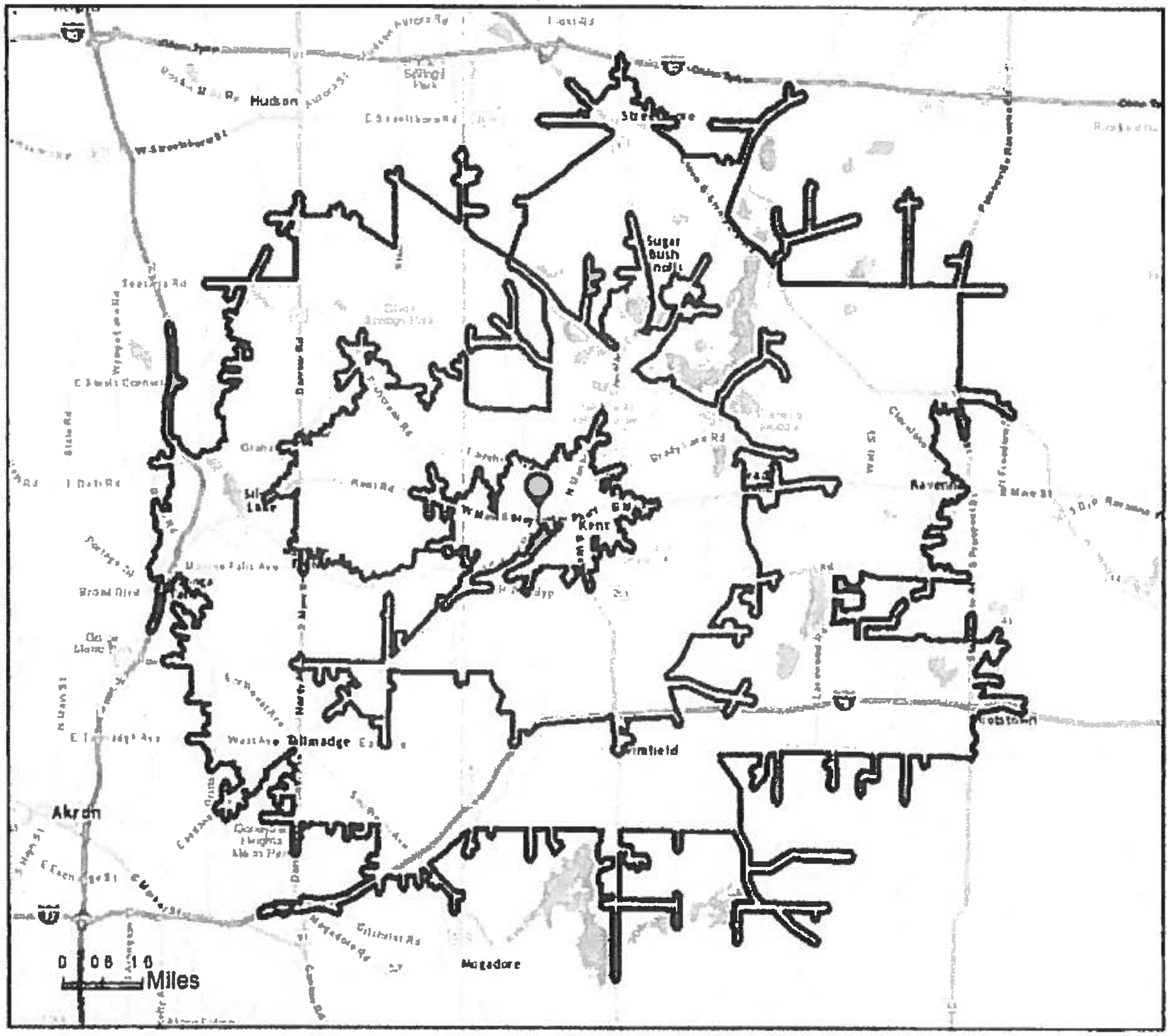
The following geographic analysis examines drive times to the potential site for the Center, and the population within each of those zones.

Figure II-1: 5, 10, 15 Minute Drive Time

Site Map

497 Middlebury Rd, Kent, Ohio, 44240 2
497 Middlebury Rd, Kent, Ohio, 44240
Drive Time Bands: 0-5, 5-10, 10-15 minute radii

Prepared by Esri



Drive Times	5 minutes	10 minutes	15 minutes
2016 Population	11,797	51,914	124,374
2016 Median Age			29
2016 Average Household Size	2.31	2.33	2.37
2016 Median Household Income	$39,578	$46,405	$53,175

2016 US Median Household Income **$54,149**

Summary

As in the other three Ohio cities with major regional universities (i.e. Bowling Green, Athens, and Oxford), the population data is somewhat skewed by the student population from each university. In 2015, the population of Kent was 31,000 people (rounded). The neighboring communities of Stow, Streetsboro and Brimfield were also analyzed as a comparison. Please note the significant demographic differences between these three communities and Kent. The Median Age in Kent is on average 17 years younger, the Median Household Size is approximately 13% smaller, and the Average Household Income is nearly $29,000 less. This is therefore greatly influenced by the university students. According to the City Tax Department, it is estimated that approximately 12,000 of the 31,000 residents are KSU students. The 2016 Housing Study completed by KSU estimates 14,000 students living in Kent and surrounding areas of Franklin and Brimfield Townships. This reinforces the 12,000 assumed for the City of Kent. Based upon previous experience with smaller university cities, students should be removed from any analysis of need since they have on campus facilities at low prices. Therefore the design population from Kent people will be 19,000 people.

Demographic characteristics inside certain areas of "drive time" have also been examined. The ten minute drive time on page 3 is of most importance. This shows nearly 52,000 people in the area with higher Household Incomes and higher Household Sizes than Kent. Deducting 12,000 for the KSU students, the net population is 40,000 people. For the estimating purposes of this report, the Consultant recommends the following participation rates below. Please be advised that more detailed surveys and analysis are beyond the scope of this study, and recommended prior to any implementation. The Consultant has chosen the lower range of participation. Among Kent residents, the participation is estimated to be 25% of the population, and among non-Kent residents, the participation is estimated to be 12.5%.

Membership estimates:

Kent Residents	19,000 people @ 25% participation	4,750 people
Non-Residents	21,000 people @ 12.5% participation	2,625 people
	TOTAL	**7,375 people**

For Average Household Size, this report will use 2.35 people per household. This will in turn generate just over 3,100 annual family memberships. While there will be single memberships as well, the 3,100 estimate is adequate at this juncture to establish basic feasibility. Using an income of $300 per family membership, a reasonable anticipated annual income would be $930,000 from memberships alone.

CITIZEN ENGAGEMENT PROCESS

The Citizen Engagement Process included an online survey, a written survey, and a series of stakeholder meetings.

Surveys

Survey questions were posed both via an online survey as well as paper surveys. The online survey collected responses from 66 persons. Paper surveys were collected at the Kent Heritage Festival (68 responses), the Kent Art in the Park Festival (86 responses), as well as at the main office and Fitness Center (65 responses). In total, input was received from 261 individuals.

78% of respondents were Kent residents.

72% of respondents currently use Kent Parks & Recreation indoor facilities.

62% of respondents are satisfied with those facilities.

Festival Office and MySidewalk Survey Results

	Kent Heritage Festival Survey				Main Office & Fitness Center Surveys				MY SIDEWALK ONLINE SURVEYS AS OF 8/1/16		ART in the PARK Surveys				ALL SURVEYS GRANT TOTAL		
	KENT		OTHER		KENT		OTHER				KENT		OTHER				
Kent Resident	54				27						56						
Other			14				14						30				
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	%
Do you use indoor rec. facilities and programs	33	15	14	4	26	2	10	2	48	18	36	20	20	10	187	71	72%
Are You Satisfied?	22	7	6	2	22	5	10	0	17	40	24	12	15	5	116	71	62%

	Kent Heritage KENT	Kent Heritage OTHER	SUB TOTAL	Main Office KENT	Main Office OTHER	SUB TOTAL	MY SIDEWALK	ART in the PARK KENT	ART in the PARK OTHER	SUB TOTAL	TOTAL
Track	34	9	43	25	8	33	56	33	20	53	185
Fitness/Cardio Equipment	32	5	37	24	7	31	57	31	18	49	174
Leisure Pool	35	7	42	13	4	17	55	22	15	37	151
Health & Wellness Programs	24	10	34	17	6	23	32	29	12	41	130
Free Weights	16	4	20	23	7	30	29	14	11	25	104
Gymnasium	24	3	27	17	1	18	24	9	16	25	94
Senior Facilities & Programs	21	6	27	14	0	14	4	22	9	31	76
Field Turf	17	3	20	13	3	16	18	12	7	19	73
Therapeutic Pool	19	4	23	11	2	13	15	15	6	21	72
Child Care	10	2	12	8	0	8	22	10	1	11	53
Competition Pool	8	1	9	3	1	4	22	4	0	4	39
Meeting Room (25-75)	3	4	7	6	1	7	8	11	3	14	36
Teen Room	6	1	7	5	0	5	11	4	3	7	30
Medical Clinic	9	2	11	3	0	3	1	7	2	9	24
Medical Services	7	3	10	1	1	2	1	5	1	6	19
Meeting Room (75-125)	3	1	4	1	0	1	0	4	1	5	10
Other	2	0	2	4	0	4	14	6	0	6	26

Many of the write-in responses addressed similar topics:

1. Affordable.
2. Extended hours that meet the needs of working people and families.
3. Programs for kids that are too old for child care, yet too young for the fitness center.
4. Central location – connected to trails.

Stakeholder Meetings

Seven stakeholder meetings were held over the course of three days during the week of June 13, 2016. Participants included representatives from University Hospital, Kent City Schools, coaches, community leaders, members, and business leaders. The discussions included ideas for specific programs and spaces, but also thoughts on who the center should serve and how it could benefit the community.

Key comments:

1. Serve all ages, youth through seniors.
2. Create a facility that is welcoming and accessible.
3. Create a safe space for our youth.
4. Want a Community Center, not just a Recreation Center.

5. Locate for easy connections to hike/bike trails.
6. Include outdoor passive recreation areas surrounding the center.
7. Provide wellness programs for the school, city, and local business staff.
8. Provide health screenings.
9. Provide practice/training space for sports teams.
10. Affordable.

Key spaces

1. Indoor courts
2. Indoor track
3. Indoor turf
4. Fitness Equipment and classes
5. Swimming Pool
6. Art / Music
7. Physical Therapy
8. Community Room
9. Lounge

PROGRAM RECOMMENDATIONS

Program Review

Kent Parks and Recreation currently offers a wide range of programs to the community. These include youth and adult sports, fitness classes and access to fitness equipment, education and youth camps, musical theater, creative arts, and many special events. Indoor programs are offered at various facilities throughout the community: Kent Fitness Center, Kent Recreation Center, Old Kent Jail, Roy Smith Shelterhouse, Kent Stage, and Davey Elementary.

Current indoor programs include:

Youth	Adult	Education	Events
Youth Basketball Youth Wrestling Pee Wee Cheer Club Hip Hop Hoop Martial Arts Tumbling for Tots Fitness 2 U Team Performance Children's Theater Creative Arts	Men's Basketball 50+ Club Personal Training Spinning Spin Mix Stroller Strength FitMixx Fitness 2 U	Lil' Learners Preschool School Age Child Care Environmental Education Summer Day Camps Babysitter Training Creative Arts CPR First Aid Child Abuse Communicable Disease	Shop With Santa Zumbathons Self Defense Workshop Kids Nite Out Hawaiian Hangout Winter Wonderland Christmas Festival

After reviewing the current Kent Parks & Recreation operations, the survey and stakeholder responses, and discussing programs with key staff, the key components to be considered in the proposed Kent Recreation Center include:

1. Indoor track
2. Fitness equipment and exercise classrooms
3. Indoor gymnasium
4. Indoor turf area
5. Indoor swimming pool

6. Senior program areas and community classrooms
7. Child watch
8. Locker rooms
9. Lobby / Lounge area / Concessions
10. Administration offices
11. Space designated for a health partner

The desire is to expand and enhance the indoor programming offered by Kent Parks & Recreation; create a safe, welcoming, community environment; and provide space for a health partner. A facility large enough to encompass all of these activities would be approximately 120,000sf. The anticipated budget for this project will not support that size building in a single phase. The recommendation is to consider a phased project that can meet a significant amount of the needs in phase 1, and then enhance program offerings in a subsequent phase or phases as funding allows.

Rationale for programming Leisure Pool in Phase II

The most significant element to consider for a future phase is the indoor swimming pool. The survey results ranked a Leisure Pool as the third most popular activity and a therapeutic pool and competitive pool ranked 9th and 11th respectively. While indoor pools drive membership they are also the most costly and least used facilities typically. Many of the local pool operators are experiencing staffing issues and some are trading guards from one facility to another. The budget for a 17,360 SF swimming pool is estimated to cost $4.5M. For budgetary reasons it is recommended that the pool be strategically located in an area that could be expanded in Phase II of the project. In addition to cost, the following factors were considered.

Local competition of existing Indoor Pools

Kent City Schools operates a Z-shaped swimming pool at Roosevelt High School. The pool has six lanes for high school competition as well as a diving well. Kent Schools has a substantial investment in the pool and are fundraising for needed improvements in the locker rooms. Roosevelt has a competitive swim team, along with a private club (Sea Riders) and host swimming lessons for the community. The pool sells limited memberships and is available for rentals. The pool is also used on a limited basis by exercise groups and school physical education classes. The school administration is committed to subsidizing the operations and are looking at ways of increasing revenue. An indoor pool built by the city would have negative impact on those revenues.

Kent State University operates an indoor leisure pool as part of the Student Recreation and Wellness Center. The 25,000 SF facility has a large lap pool and aquatic area with a zero depth entry. It includes a large spa area and lazy river/vortex channel. They host a variety of exercise and swim instruction classes.

Rationale for programming Warm Water Therapy Pool

A warm water therapy pool should be planned carefully with our health partner. Roosevelt Pool does not have the ability to consistently offer water temperatures needed for arthritis and skilled therapy.

Focus on Outdoor Aquatics Center in Future

Many respondents requested an outdoor pool was needed even though this was not a choice of facilities on the survey. With a limited season many leisure pools make a profit. Given the lack of public outdoor swimming in Kent this should be a priority project in the future.

The complete recommended program is included in Section V of this report.

III. CASE STUDIES

Over the months of July and August, the consultant visited three recreation facilities within close proximity to the City of Kent to gather information pertaining to their operations, programming, and health partnership. The facilities all contain different accommodations that assist in gaining a broader perspective of other local recreation center offerings. The three facilities visited were The Cuyahoga Falls Natatorium, the Twinsburg Fitness Center, and the City of Tallmadge Recreation Center.

CASE STUDY 1: CUYAHOGA FALLS NATATORIUM

City Description

The City of Cuyahoga Falls is located directly to the north of Akron, Ohio in Summit County. Census documentation indicates the population is holding steady at 49,730 people with minimal growth forecast over the next five years. The median household income is $48,220, however it is projected to increase to $53,917 through 2020. The national average is $53,988.

Project Description

The Cuyahoga Falls Natatorium (The Nat) was constructed in 2003 and contains 116,000 square feet. The project cost was $28,000,000 and was funded through bonds and short term notes. Featured amenities include:

- Indoor Track (4 lanes wide, 8 laps per mile)
- Cardio Area (treadmills, elliptical and stretch machines)
- Strength Training Area (weight lifting and strength training)
- Youth Workout Area (dedicated machines within a controlled area)
- Main Gymnasium (2 full size basketball courts or six half courts)
- Auxiliary Gymnasium (volleyball, soccer, karate and sports conditioning)
- Racquetball Courts (2 courts)
- Aerobics Rooms (2 rooms)
- Leisure Pool (zero depth entry, water slide, spray features and a lazy river)
- Lap & Diving Pool (6 lanes and 25 yards long with spectator seating)
- Instructional / Therapy Pool (swim lessons, senior classes and medically supervised therapy)
- Child Watch (for parents while using the facility)
- Spa
- Sauna (accessible from each of the main locker rooms)
- Locker Rooms
- Food Service Vendor (Subway restaurant)
- Administrative Offices
- Health Partner (Western Reserve Hospital)
- Conference & Banquet Center (conference and meeting rooms with a warming kitchen)

Operating Costs

The Nat's annual operating budget is approximately $2,500,000 which consists of approximately $600,000 in operating costs and $1,900,000 in staff salaries (eight full-time staff positions and two hundred part-time positions). This facility is comprised of three components: the recreation center, indoor aquatic center and the conference/banquet center. Based on the annual operating cost of $2,500,000 and square footage of 116,000, the operating cost per square foot is $21.55.

Operating Income

Operating income includes daily passes and monthly or annual memberships. The City has separate fees for residents and non-residents. The fee structures are as follows:

Cuyahoga Falls Membership Rates

Annual Memberships	Household of 1	Household of 2	Household of 3	Household of 4	Household of 5	Household of 6	Household of 7	Minor Pass (17 & under)
Plan A ▪ Cuyahoga Falls Resident ▪ Silver Lake Resident ▪ Non-Resident Military ▪ Corporate ▪ Non-Resident Senior ▪ Business	$370.00 *$30.83	$610.00 *$50.83	$670.00 *$55.83	$730.00 *$60.83	$790.00 *$65.83	$850.00 *$70.83	$910.00 *$75.83	$135.00 *$11.25
Plan B ▪ Resident Senior ▪ Silver Lake Senior ▪ Corporate Senior ▪ Resident Military ▪ Business Senior	$275.00 *$22.92	$450.00 *$37.50	$510.00 *$42.50	$570.00 *$47.50	$630.00 *$52.50	$690.00 *$57.50	$750.00 *$62.50	$135.00 *$11.25
Plan C ▪ Non-Resident	$450.00 *$37.50	$740.00 *$61.67	$800.00 *$66.67	$860.00 *$71.67	$920.00 *$76.67	$980.00 *$81.67	$1,040.00 *$86.67	$185.00 *$15.42

Monthly Memberships	Monthly Fee
Plan A	
Resident	$40.00
Nonresident Senior	
Nonresident Military	
Business	
Plan B	
Resident Senior	$30.00
Resident Military	
Business Senior	
Plan C	
Nonresident	$50.00

Guest Rates	Guest of a Member	Resident	Non-Resident
2 & under	Free	Free	Free
3-17 years & Senior (60+)	$6	$7	$8
Adult (18-59)	$7	$8	$11
Kids Castle (1-9)	$4	$4	$4

2-Week Pass	Resident Military Only
18 Years of age & older	Free

Plan memberships generate approximately $2,515,000 in revenue with $2,060,000 being from residents (Plans A and B) and $455,000 being from non-residents (Plan C). The average annual income from daily passes is $350,000 - $400,000 which are mainly drawn from use of the basketball courts. About $480,000 is annually generated through the "Silver Sneakers" program. Revenue is also generated through specialty classes such as Karate and Tai Chi at the amount of $17,000 annually. Additional revenue is collected from rentals of the basketball courts, swim parties and banquet and conference room rentals at the amount of $156,000.

The total annual revenue is approximately $3,568,000 which normally exceeds the annual operating cost.

Financial Performance

The Nat at Cuyahoga Falls generates $30.75 per square foot in annual revenue. This makes it perhaps the highest income generating public recreation center in the State of Ohio. Over 70% of the income comes from memberships. It is the experience of this consultant that memberships normally constitute 50% of annual revenue. With operating costs at $21.55 per square foot, an operating surplus of $9.20 is realized. Please note that the average operating cost for an indoor center with indoor water in Ohio is approximately $25 per square foot. Therefore, Cuyahoga Falls appears to be well maintained and managed. Also, there seems to be a trend among larger recreation centers such that they recover a higher percentage of their operating costs than do smaller centers.

Funding Sources

The city also receives funding from a dedicated source via the city income tax to finance all of the Park and Recreation programs. This fund retires the debt service on the original bonds annually at a cost of $1,130,000. The capital cost will be completely retired in 2023

Partnerships

Western Reserve Hospital operates within The Nat to assist individuals with physical rehabilitation. The annual lease agreement is $72,000 for 3,200 square feet ($22.50 psf) and is on a 20 year lease. Patrons of Western Reserve Hospital are able to utilize equipment with supervision from Western Reserve Hospital employees. Once patrons have completed their rehabilitated, they may join The Nat for a one year $100 discount.

Cuyahoga Falls High School has access to The Nat and other Cuyahoga Falls Parks & Recreation fields free of charge, during sporting seasons. However all programming is provided by the high school.

CASE STUDY 2: TWINSBURG FITNESS CENTER

City Description

Twinsburg is located to the north of the City of Cuyahoga Falls and within Summit County. The population is 19,169 with 0.24% forecasted annual increase over the next five years. The median household income is $76,872 and it is projected to increase to $85,350 in five years.

Project Description

The Twinsburg Fitness Center opened in 1999 as a joint venture between the new Twinsburg High School and the Twinsburg Parks & Recreation Department. The City appropriated $12,000,000 for the Fitness Center which is approximately 92,000 square feet. Because the two functions are under one roof the High School is able to utilize components of the Fitness Center for additional program and activity space.

Featured indoor Fitness Center amenities include:

- Indoor Track (6 lanes wide, 8 laps per mile)
- Cardio Area (treadmills, elliptical and stretch machines)
- Strength Training Area (weight lifting and strength training)
- Main Gymnasium (3 full size basketball courts)
- Aerobics Room
- Spinning Room
- Lap & Diving Pool (6 lanes and 25 yards long for competitive events with spectator seating)
- Instructional / Therapy Pool (swim lessons, senior classes and medically supervised therapy)
- Spectator Seating (for swimming events and tournaments)
- Spa
- Locker Rooms
- Food Service Vendor (currently unoccupied)
- Child Watch (for parents who are using the facility)
- Administrative Offices
- Space for a food vendor (currently not in use)
- Swimming Pool (zero depth entry, water slide, diving, instructional area, two (6) lane courses at 25 meters long for competitive events with spectator seating)

Operating Costs

The Fitness Center's annual operating budget is approximately $1,908,000 which includes all operating costs and staff salaries (nine full-time staff positions and one hundred part-time positions). This operating budget includes the Twinsburg Water Park which opened in 1994. In order to determine the operating costs per square foot, an assumption for the Outdoor Water Park operating expenses need to be made as they are combined with this facility. The average municipal outdoor aquatic center in Ohio costs $0.90 per gallon to operate, and at 275,000 gallons, the annual cost would be approximately $250,000. With a total operating budget for the Water Park and Fitness Center at $1,908,000, the Fitness Center only would be $1,658,000. Since there are 92,000 square feet in the Fitness Center, the operating cost per square foot is approximately $18.00 per square foot.

Operating Income

Operating income includes monthly and annual memberships, plus daily admissions. The chart below outlines the category of membership along with rates.

Twinsburg Membership Rates

	City Residents		Township & Reminderville Residents		Non-Residents	
	Annual Membership	Monthly Pass	Annual Membership	Monthly Pass	Annual Membership	Monthly Pass
Individual (Age 13-64)	$251.00	$33.00	$335.00	$39.00	$385.00	$43.00
Family (2 or more)	$464.00	$50.00	$587.00	$60.00	$609.00	$62.00
Senior (65 or more)	$226.00	$30.00	$308.00	$37.00	$357.00	$41.00
Senior PLUS (65 & better)	$161.00	$14.00	$161.00	$14.00	N/A	N/A

NEW! 24/7 Access Add-on
Add 24 hour access for just $7 per month

Twinsburg Fitness Center Daily Drop In rate: Ages 7 and up

School District Residents:	$15.00
Guests of Members:	$10.00

Memberships (annual/monthly)	$840,000
Daily Passes.	$35,000
Silver Sneakers.	$8,500
After Hours Access	$50,00
Basketball/Swim Rentals.	$78,000
Merchandise and Team Fees.	$27,000
Miscellaneous	$183,710
Total	**$1 ,222,710**

Financial Performance

The Twinsburg Fitness Center does not recover its operating expenses through user fees. However, with a cost recovery of 74%, it's financial performance is above average. Most importantly, Twinsburg serves a population just over 19,000 people.

Funding Sources

The original capital cost of $12,000,000 was paid by city funds via general obligation bonds as authorized by Twinsburg City Council. They will mature in 2024. The annual operating deficits are paid from the normal city budget.

Partnerships

The Twinsburg Fitness Center does not have a health or vendor partner or tenant. However, it does provide access by the schools for their programs. In return, the School Board pays for 75% of the utility expenses of the center.

CASE STUDY 3: TALLMADGE RECREATION CENTER

City Description

The City of Tallmadge is located between the cities of Kent and Akron, Ohio, located in both Summit and Portage counties. Census data indicates the population is 17,705 with minimal growth forecast over the next five years. The median household income is $57,456 and is expected to increase to $65,585 in five years.

Project Description

The Tallmadge Recreation Center was constructed in 2003 and is 100,000 square feet. The project cost was approximately $6,000,000 and offers the following amenities:

- Indoor Track (4 lanes wide, 4 laps per mile)
- Cardio Area (treadmills, elliptical and stretch machines)
- Strength Training Area (weight lifting and strength training)
- Main Gymnasium (4 full size basketball courts or 12 half courts. One court is surfaced with a sport flooring and can accommodate volleyball or shuffleboard while the others are traditional maple)
- Indoor soccer field
- Racquetball Courts (1 court)
- Spinning Room
- Exercise Studios (2 rooms)
- Spectator Seating (seating for both indoor soccer and basketball events)
- Food Service Area (operated by staff during tournaments)
- Child Watch (for parents who are using the facility)
- Locker Rooms
- Administrative Offices
- Health Partner (Summa Health)
- Multipurpose Room (rentable for camps or parties)

Operating Costs

The Recreation Center's annual operating budget is approximately $1,600,000 which includes all staff salaries (three full-time staff positions and sixty nine part-time positions). Based on the annual operating budget and building square footage of 100,000 square feet, the operation cost is approximately $16 per square foot.

The building is located adjacent to the Tallmadge High School and is on school property. Initially, the city paid an annual lease amount of $60,000. This has been discontinued.

Operating Income

The operating income includes both monthly and annual memberships, with special rates for non-residents. The Blue Membership allows for "a la-carte" purchases of individual programs, while the Gold Membership allows access to all classes and activities. In total, there are 5,400 members.
The annual income of $1,550,000 is from the following sources:

- Annual Memberships (Blue and Gold)
- Daily Passes
- Silver Sneakers
- Program Fees
- Summa Health Annual Lease

Tallmadge Membership Rates

BLUE Membership

	Resident		Non-Residents	
	Monthly	Annual	Monthly	Annual
Adult (18+)	$32.00	$264.00 ($22.00)	$43.00	$396.00 ($33.00)
Child (5-17)	$17.00	$144.00 ($12.00)	$24.00	$276.00 ($23.00)
Senior (60+)	$22.00	$204.00 ($17.00)	$28.00	$276.00 ($23.00)

GOLD Membership

	Resident		Non-Residents	
	Monthly	Annual	Monthly	Annual
Adult (18+)	$42.00	$384.00 ($32.00)	$53.00	$516.00 ($43.00)
Child (5-17)	$27.00	$204.00 ($17.00)	$33.00	$336.00 ($28.00)
Senior (60+)	$32.00	$264.00 ($22.00)	$38.00	$336.00 ($28.00)

College BLUE Membership	
Resident	$85.00
Non Resident	$100.00
College GOLD Membership	
Resident	$110.00
Non Resident	$125.00
Aerobics ONLY Program	
Resident	$32.00/month
Non Resident	$125.00/month

DAILY DROP-IN FEE:

13+ years Blue: $8.00/person Gold:$10.00/person

12 years & under $5.00/person (with paying adult 18+)

Buy a punch pass and save $1.00/visit.

Blue: $35.00/5 punches Gold: $45.00/5 punches

GUEST PASSES:

Blue: $5.00 Gold: $7.00

Financial Performance

The total annual revenue is approximately $1,550,000 with an annual operating budget of $1,600,000. This amounts to a revenue of $15.50 per square foot against expenses of $16.00 per square foot. The cost recovery is 97%.

Funding Sources

The original capital a cost was paid with General Obligation bonds as issued by the City of Tallmadge. The operating deficit is paid through the City's General Fund.

Partnerships

Summa Health is located within the Recreation Center to assist individuals with physical rehabilitation. The annual lease agreement is $48,000 and consists of two exam rooms and a waiting room. In this application, partnering with Summa Health increases the amount of Silver Sneaker memberships.

Due to the close proximity of the Tallmadge High School and Middle School, the Recreation Center sees a large number of students using the facility after school as indoor soccer and basketball are offered for 4 hours following school dismissal. This is a program that is free of charge to the students.

Conditions

This Tallmadge Recreation Center's partnership with Summa Health is interesting to examine. Since 70% of all memberships are through the "Silver Sneakers" program the health partner has enhanced membership.

The per square foot operating expenses of Tallmadge and Twinsburg are similar. Tallmadge at $16 per square foot has no indoor pool, while Twinsburg at $18 per square foot has indoor water. It has been the experience of this consultant that indoor water can result in a membership increase of 50%. This was experienced at Rocky River, Ohio after they added their Natatorium to the existing center.

Conclusion

Municipal Recreation Centers vary greatly from city to city. The information gleaned from other cities bears this out. However, certain metric, ranges and boundaries can be understood in the examination of the data. For this report, the Consultant examined three cities in detail, visiting each center and interviewing the key staff. The commentary in this report represents a summary of these conversations. In addition, the Consultant provided other operating data from northern Ohio cities based upon its own "in house" data base. The chart on the following page summarizes the information. A review of data shows:

1. **Population/Household Income**

   The population base of sample cities ranges from 11,700 to nearly 50,000 people. Household Income ranges from $48,220 to $82,181. Excluding the student population, Kent seems to be inside this range, although at the lower end.

2. **Center Size**

   All of the cities have at least 56,000 sf, and Strongsville is the largest at 150,000 sf. At the present time, it appears as though the recommended building size for Kent will be in this range.

3. **Indoor Water**

   All centers have indoor water with the exception of Tallmadge. The inclusion of indoor water can make for an increase in income of as much as 100%.

4. **Annual Family Pass**

   This seems to be the best barometer for fee comparisons. Since individual program fees vary so significantly, as do rentals and other income sources, the annual pass gives the best comparative data.

5. **Operating Income/Expense**

   While there are a few outliers, the survey data fits into the pattern of other centers in the region. The latest composite data from the region shows income per square foot of $22 with indoor water and $11 without indoor water. The annual operating expenses are $25 with indoor water and $11.50 without indoor water.

6. **Cost Recovery**

   The surveyed centers in northern Ohio show impressive cost recovery. Excluding Twinsburg, over 90% of costs are recovered by user fees. This cost variable depends greatly on both public policy and the on site management of programs and facilities.

In conclusion, the Case Studies provide the policy makers with goals and strategies that are feasible. It forms the basis of income and operating estimates that can be used by Kent as this project proceeds into the next phases. Since these are initial estimates for the purpose of soliciting partner proposals, however, it will be necessary to refine the forecasts and budgets as the details of the building are articulated.

Table III-1: Comparison Chart

	Population	Household Income	Center Size	Indoor Water	Annual Family Pass	Operating Income	Income PSF	Operating Expense	Expense PSF	Surplus (Deficit)	Cost Recovery %	Partner Income (Source)
Twinsburg	19,169	$76,872	92,000	Yes	$537	$1,222,210	$13.28	$1,658,000	$18.02	($435,790)	74%	
Cuyahoga Falls	49,730	$48,220	116,000	Yes	$730	$3,568,000	$30.76	$2,500,000	$21.55	$1,068,000	143%	$72,000 (Western Reserve)
Tallmadge	17,705	$57,456	100,000	No	$528	$1,550,000	$15.50	$1,600,000	$16.00	($50,000)	97%	$48,000 (Summa)
Middleburg Heights	15,600	$55,600	83,000	Yes	$265	$2,921,700	$35.20	$2,965,000	$35.72	($43,300)	99%	
Rocky River	20,000	$67,500	100,000	Yes	$441	$3,059,000	$30.59	$3,000,000	$30.00	$59,000	102%	(Cleveland Clinic Autism)
Seven Hills	11,700	$66,300	56,000	Yes	$400	$964,420	$17.22	$1,032,000	$18.43	($67,580)	93%	$65,000 (University Hospitals)
Strongsville	44,750	$82,181	157,000	Yes	$435	$3,300,000	$21.02	$4,800,000	$30.57	($1,500,000)	69%	
Westlake	33,000	$74,973	102,000	Yes	$450	$2,617,000	$25.66	$2,912,000	$28.55	($295,000)	90%	

IV.PARTNER IDENTIFICATION

INTRODUCTION

The focus of this study is to identify the scope of a recreation center that will meet the needs of Kent citizens, and yet be affordable, considering the financial resources of the city.

As part of that objective, it was determined to analyze the option of including a Partner from the private or non-profit sector who can provide services and resources as a way of reducing the costs to Kent residents.

This concept has been gaining in popularity over the past 20 years. Partners in Ohio projects have included health care providers, the YMCA, the Salvation Army and School Districts. As a part of this study, the Consultants met with elected officials, city staff and possible Partners to discuss the concept and exchange ideas. Based upon those discussions, the Consultant was able to establish parameters and expectations for associating with a Partner.

As part of this study, the City and the Consultant prepared a legal advertisement in order to solicit proposals from potential Partners.

For more details of the discussions and meetings, please refer to the Appendix.

The anticipated relationship with a Health Partner in the new Kent Recreation Center may include up to 5,000sf of space allocated specifically to the Health Partner. This space may house a medical office suite as well as physical therapy/rehabilitation spaces, with a separate direct entrance. Persons using the services of the Health Partner would be clients of that Health Partner.

Additional wellness programs could be offered to the community by the Health Partner, that would take place in the Recreation Center. These may include:

1. Diabetes prevention
2. Weight management
3. Smoking Cessation
4. Blood Pressure testing
5. Nutrition classes
6. Alternative medicine
7. Support groups
8. Disease specific programs

In late 2016, a Request for Proposals was published in local newspapers as legal advertisements for a Health Partner. While several providers had expressed interest and attended informational meetings, one proposal was received. The submission was prepared by a bona fide health care provider, and the details have not yet been released pending final negotiations. It is the intention of the City of Kent to conduct final negotiations following the completion of the financing plan.

V. FINAL RECOMMENDATIONS

Concept Building Program/Opinion of Probable Cost/Revenue-Expense Summary

As this study progressed toward completion, a general consensus developed which set the direction for project implementation. Concurrently, estimates of operating income and expense were prepared by Kent Parks and Recreation staff based upon familiarity with their existing operating budget, as well as information from the Case Studies.

The project will be divided into at least two phases. The first phase will be approximately 82,000 square feet and contain a gymnasium, indoor turf field, elevated walking track, fitness equipment areas, fitness classrooms, senior/community rooms, locker rooms, a central gathering area, administrative offices, plus an allowance of 5,000 square feet for the health partner. A second phase might include indoor water, a additional gymnasium or an outdoor Family Aquatic Center.

Aquatic facilities were not included in the initial phase in order to keep the initial capital costs under control. In addition, indoor water adds considerable cost to the annual operating expenses. Finally, indoor water is available to Kent residents through Kent State University or Kent City Schools.

Several sites were examined as part of this study, and two park locations were given serious consideration. Fred Fuller Park became the primary location, with Fairchild Fields Park as the alternate. Additional land acquisition will be needed at Fuller Park in order to realize the full potential of this project.

Table V-1: Concept Building Program

	PROGRAM ITEM		PROPOSED SPACE QY	SPACE SF	TOTAL SF	PROGRAM NOTES
1	**Lobby/Entry**					
1a	Entry Airlock/Vestibule		1	400	400	
1b	Lobby		1	900	900	Clear visual access of major activity areas.
1c	Service Desk		1	240	240	Design for 3 workers, swipe cards; all participants must pass this checkpoint to access the facility Program registration at this space also; Provide for sales of equipment such as ear phones, water bottles workout apparel, t-shirts with center logo, etc.
1d	Informal Seating Areas		1	1000	1,000	Past service desk.
1e	Concessions		1	300	300	Past service desk.
1f	Grossing Factor	15%			426	Circulation, walls, chases, etc.
		Lobby/Entry Subtotal			**3,266**	
2	**Administration**					
2a	Reception		1	100	100	Open to the staff work stations and staff work room.
2b	Staff Offices		5	100	500	
2c	Director's Office		1	144	144	
2d	Staff Workroom		1	490	490	Counter, cabinets, sink, storage closet.
2e	Conference Room		1	180	180	
2f	Staff Restroom		1	50	50	
2g	Grossing Factor	20%			293	Circulation, walls, chases, etc.
		Administration Subtotal			**1,757**	
3	**Senior Activity / Community**					
3a	Childwatch		1	1080	1,080	Secure entry area, activity are, restroom, storage.
3b	Multi-purpose Meeting Room		1	1240	1,240	Large room for 60 persons at tables. Storage included.
3c	Multi-purpose Classroom		1	440	440	Smaller room for 20 persons at tables. Storage included.
3d	Restrooms		2	230	460	
3e	Unisex Restroom		1	64	64	
3f	Grossing Factor	20%			657	Circulation, walls, chases, etc.
		Program Activity Subtotal			**3,941**	

		PROPOSED SPACE			
	PROGRAM ITEM	QY	SPACE SF	TOTAL SF	PROGRAM NOTES
4	**Fitness & Group Exercise**				
4a	Cardio	1	4000	4,000	20 machines at 50 sf each - treadmills, ellipticals, bikes, stair climbers, warm up area, etc.
4b	Free Weight Area	1	1000	1,000	
4c	Fitness restrooms	2	300	600	
4d	Spinning Room	1	800	800	Room for 15-20 stationary bikes plus instructor
4e	Group Exercise / Dance Studio	2	1765	3,530	Wood floor, storage, sound system, mirrors.
4f	Storage	1	200	200	
4g	Grossing Factor 20%			2,026	Circulation, walls, chases, etc.
	Fitness Subtotal			**12,156**	
5	**Gymnasium & Active Recreation**				
5a	Multi-purpose Gymnasium	3	7280	21,840	high school size 84'x50' basketball courts, cross-court baskets, wood floor.
5b	Indoor Turf	1	14175	14,175	35yds x 45yds, soccer, lacrosse, football.
5c	Walking Track	1	11610	11,610	4 lanes at 3'-4" each. 6 laps to a mile
5d	Storage	2	500	1,000	For gym equipment, chairs, tables, tarps; adjacent to gym.
5e	Grossing Factor 5%			2,431	Circulation, walls, chases, etc.
	Gymnasium Subtotal			**51,056**	
6	**Locker / Bathroom / Changing Facilities**				
6a	Men's Lockers	1	1000	1,000	60 lockers, 3 showers
6b	Women's Lockers	1	1000	1,000	60 lockers, 3 showers
6c	Family Changing/Restrooms	2	106	212	Includes shower
6d	Access corridor with Lockers	1	180	180	42 lockers
6e	Grossing Factor 20%			478	Circulation, walls, chases, etc.
	Locker Facilities Subtotal			**2,870**	
7	**Medical Partner**				
7a	Office Suite (Variable)	1	2000	2,000	
7b	Therapy / Rehab (Variable)	1	3000	3,000	
	Medical Partner Subtotal			**5,000**	
8	**Building Support**				
8a	Stairs	2	250	500	
8b	Elevator	1	60	60	
8c	Elevator Equipment Room	1	60	60	
8d	Mechanical	1	200	200	
8e	Electrical / Telecom	1	200	200	
8f	Housekeeping	2	60	120	
8g	General Storage	1	400	400	
8h	Grossing Factor 20%			308	Circulation, walls, chases, etc.
	Building Support Subtotal			**1,848**	
	GROSS SQUARE FEET			**81,894**	

Opinion Of Probable Cost

The scope of this report does not include detailed construction costs for building or site construction, and the cost of additional land acquisition is not included. Based upon recent construction costs, the opinion of cost is as follows;

Building and Site Construction	82,000 sf @ $250/sf	$20,500,000
Furniture, Fixtures and Equipment (allowance)		$500,000
Design, legal, testing @10%		$2,070,000
	Total Project Cost	**$23,070,000**

Annual Operating Revenue (See Appendix E)

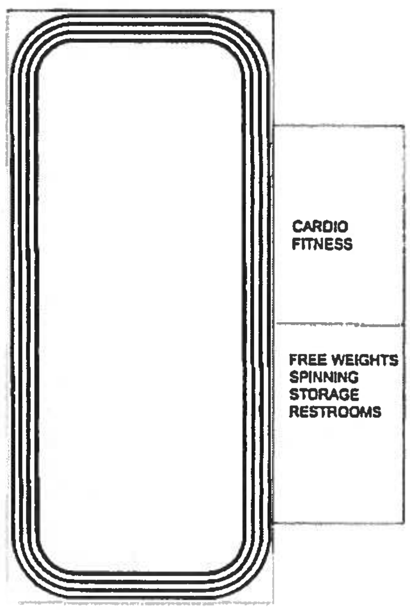
The operating revenue is based upon 3,100 members at an average annual income of $300 per family. This calculation includes an allowance single memberships. Additional Program Income can also be anticipated. See Appendix E for a detailed revenue budget detailing the specific anticipated Program Income. The operating revenue summary in year five is as follows:

Annual Memberships	3,100 family memberships @ $300/year	$930,000
Program Income	(allowance)	$744,500
	Total Annual Income	**$1,674,500**
	Income per square foot	**20.42**

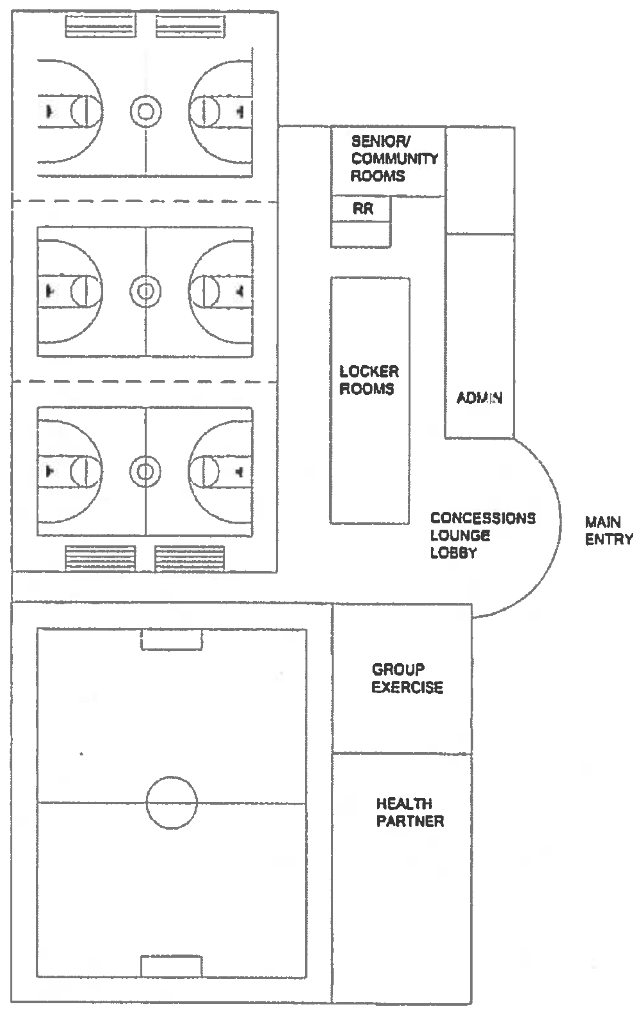
Annual Operating Expense (See Appendix E)

Full Time Salaries and Wages		$379,500
Part Time Salaries and Wages		$365,500
Fringe Benefits		$290,000
Operations and Maintenance		$559,500
	Total Annual Expense	**$1,594,500**
	Expense per square foot	**$19.45**

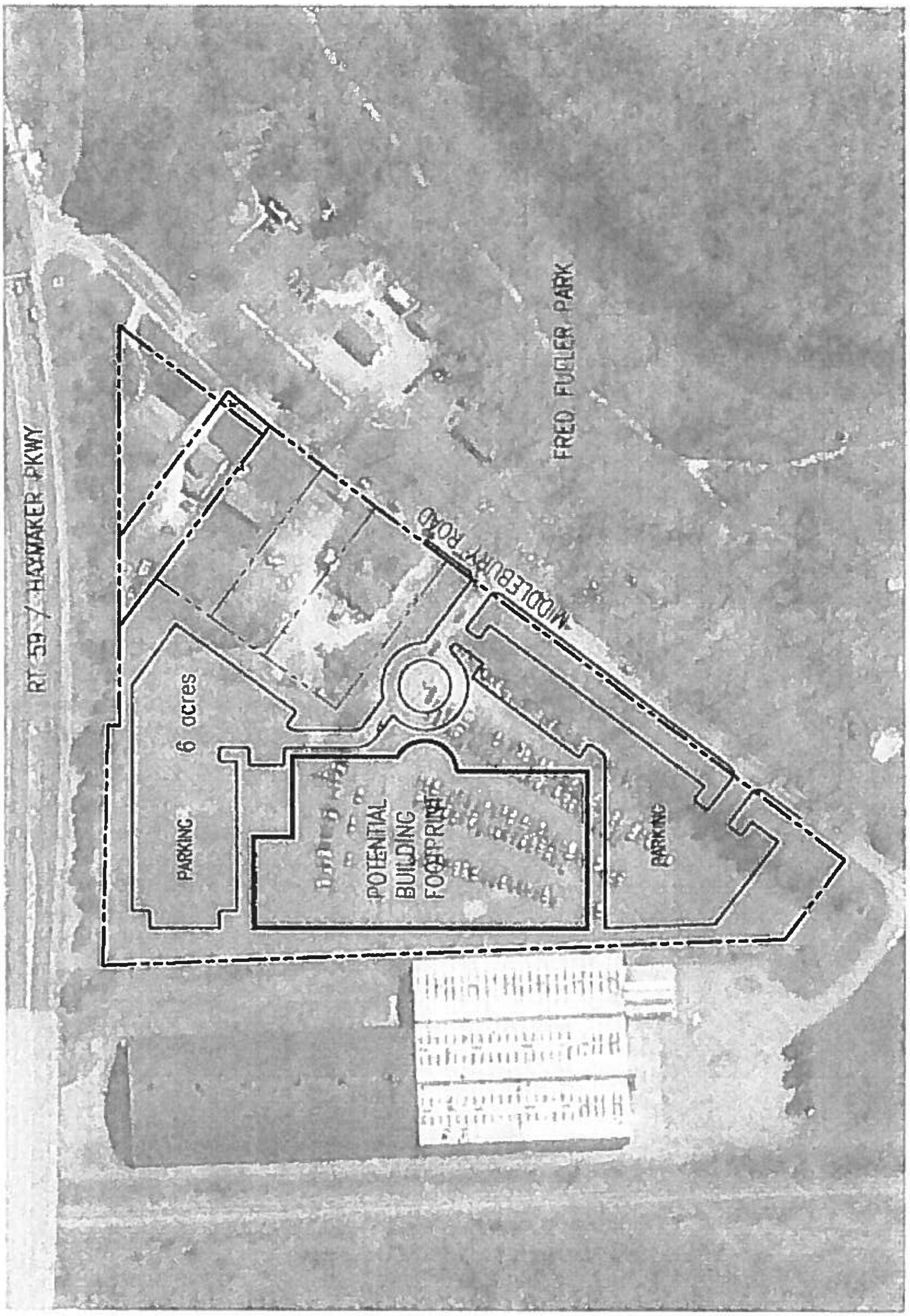
CONCEPT BUILDING DIAGRAM



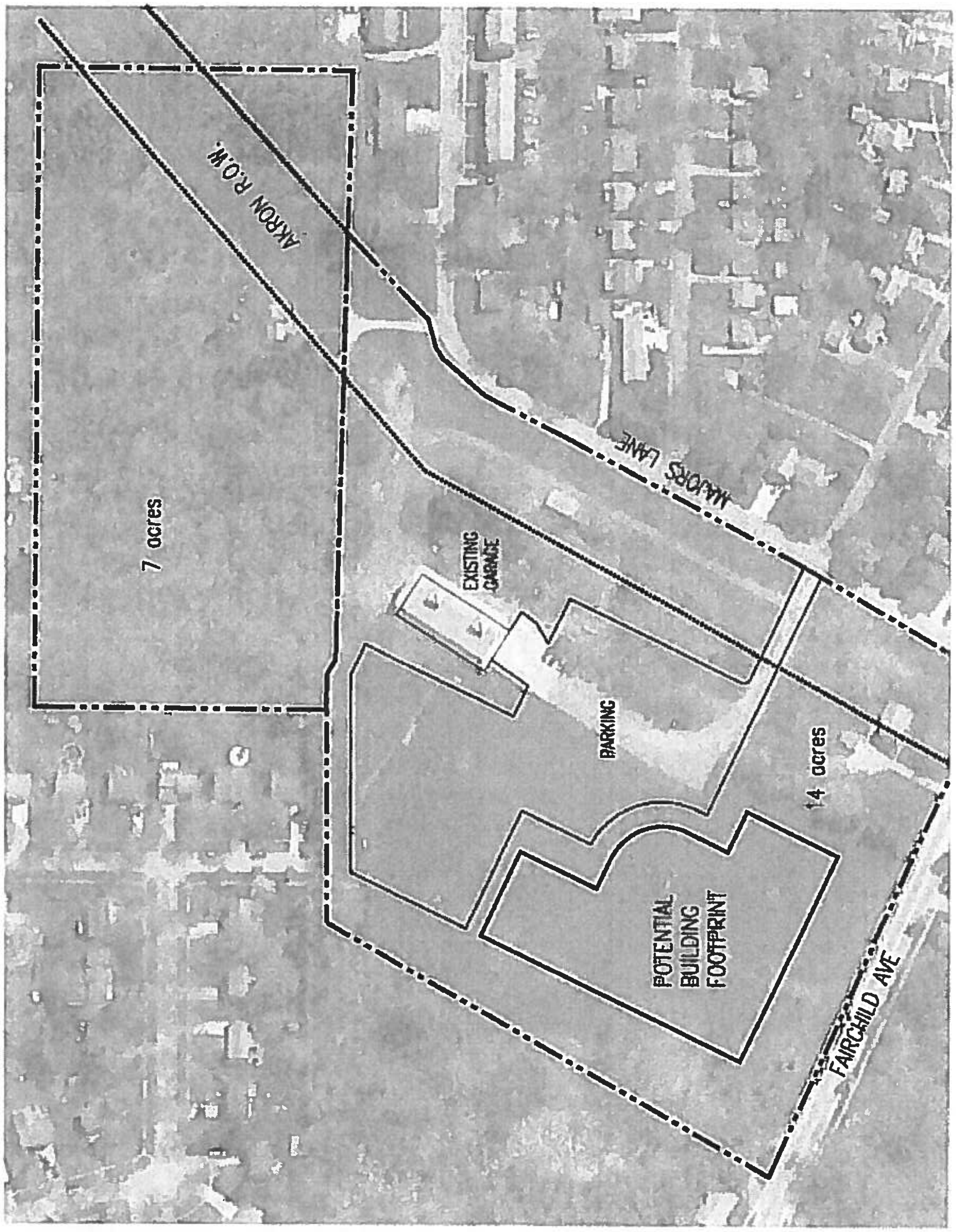
SECOND FLOOR DIAGRAM



FIRST FLOOR DIAGRAM



FRED FULLER ANNEX SITE - Primary Site



FAIRCHILD FIELDS SITE - Alternate Site

VI.APPENDIX

A. Meeting Notes

B. Stakeholder Detail Reports

C. Survey Detail Results

D. Full Demographic Reports

E. Revenue/Expense Pro-Forma (Prepared by Owner)

THE CITY OF KENT, OHIO
COMMUNITY DEVELOPMENT COMMITTEE
WEDNESDAY, APRIL 5, 2017

Vice-Chairman Robin Turner called the meeting of the Community Development Committee of the Kent City Council to order at 8:05 p.m.

PRESENT: **MR. JACK AMRHEIN, MR. MICHAEL DeLEONE, MR. GARRET FERRARA, MR. JOHN KUHAR, MS. MELISSA LONG, MS. HEIDI SHAFFER, MR. ROGER SIDOTI, MR. ROBIN TURNER, AND MS. TRACY WALLACH.**

ALSO PRESENT: **MR. JERRY T. FIALA, MAYOR AND PRESIDENT OF COUNCIL; MR. DAVE RULLER, CITY MANAGER; MR. JIM SILVER, LAW DIRECTOR; MS. BRIDGET SUSEL, DIRECTOR OF COMMUNITY DEVELOPMENT; MR. JIM BOWLING, CITY ENGINEER; MS. MELISSA BAKER, PUBLIC SERVICE DIRECTOR; MR. DAVID COFFEE, FINANCE DIRECTOR; MR. JOHN IDONE, PARKS & RECREATION DIRECTOR; POLICE CHIEF MICHELLE LEE; FIRE CHIEF JOHN TOSKO; AND MS. TARA GRIMM, CMC, CLERK OF COUNCIL.**

There were 5 items on the Agenda.

1. Gender Identity laws discussion.

Mr. Kuhar referred to Mr. Ruller who began with the discussion of the status review of the gender identity and sexual orientation protection laws, particularly related to housing discrimination. The definitions for protected classes are set by Federal and State law. Currently, gender identity and sexual orientation are not specifically defined as protected classes for federal and state agency enforcement. Although not explicitly stated in the law, the staff believes that those cases could be filed under the broad federal and state category prohibiting "sex discrimination." In addition, some cities in Ohio have adopted more specific gender identity and sexual orientation language that may carry local fines for violations. Things have changed in the last year; HUD definitions are different than they were a year ago. With this change, there seems to be a better understanding and have been encouraged to adopt new language now. He then referred to Ms. Susel.

Mr. Susel thoroughly explained Fair Housing, monitoring through HUD and how in 2010 it was discovered during our HUD monitoring there were 2 classifications not under the Federal & State laws in our Code language and we were also missing one under the Federal law. So in 2011 we removed the 2, added the one and put the appropriate language in place, which has been in place ever since. HUD monitors many different aspects of Fair Housing, and this year's monitoring day was this past Monday. Ms. Susel brought all of the City's LGBTQ questions to the HUD monitor in hope of some answers.

The HUD monitor explained how HUD has rolled back and works with the local level who want to add language for unique needs in their communities; and even if the language is added, enforcement remains limited. The City of Kent has 3rd party enforcement. The Ohio Civil Rights and HUD have since added 2 subcategories of "sex" protection. HUD housing issues and policy enforcement can only protect in HUD funded homes. With that being said, we can add the subcategories of classes and protection to our laws. Currently there are 16 communities in the State of Ohio that had added language to their Code – 12 with "sexual orientation language" and 16 with both "sexual orientation" and "gender identity" language.

Ms. Susel also clarified that there have been "no cases filed" in regards to this matter. Our Fair Housing Ordinance already addresses enforcement and would apply anywhere "Fair Housing" is listed in our Code.

Mr. Kuhar referred to Council for comments.

Ms. Shaffer asked if there is a penalty.

Mr. Susel stated there is no penalty. Our 3rd party Fair Housing Agency would investigate and handle the situation through mediation, the Ohio Civil Rights Commission, and/or HUD; however most cases are solved at the mediation level.

Ms. Shaffer questioned the role of our Fair Housing Board.

Ms. Susel clarified that our Fair Housing Board is advisory only, a quasi-judicial board who can advise during arbitrary decision making. Certain aspects of the law go far beyond the purview of our Law Director and currently we have $19,000.00 in funding that goes to Fair Housing enforcement. It has been a successful relationship.

Mr. Sidoti asked Mr. Silver to comment on if we can change the language in our Fair Housing Code and its definitions, wouldn't we want to change it in ALL aspects?

Mr. Silver responded "yes, we would change everything in the Code."

Mr. Sidoti asked about the process and the time it would take to change everything.

Ms. Susel assured Council we would perform queries and make the changes if Council authorizes them all this evening.

Ms. Wallach asked if we would eventually be able to levy local fines and referred to Ms. Susel's spreadsheet of what other communities have done.

Ms. Susel stated there would be "no civil fines, ours would be referring to Fair Housing. It is up to the Fair Housing Administration to administer and enforce.

Ms. Wallach clarified that we would not be adding fines.

Ms. Susel further clarified that the matters would have to be handled in civil court and we would not be adding fines.

Mr. Silver interjected that some instances could have criminal penalties.

Ms. Susel stated "we use civil offenses".

Ms. Wallach asked if we could instill penalties in the future over ALL protected classes.

Ms. Susel continued to explain how the inspectors do their best to investigate complaints of age restriction, marriage, single parent, etc.

Mr. Turner questioned "what liability attaches to us with enforcement as we are kind of a moving target if we put this language in our Code; could people sue us and the Fair Housing Agency in Akron?"

Ms. Susel again explained how these are sub-set classifications – sexual orientation or gender identity – protected under the Federal level for those who seek action under "sex discrimination". It is a generic class that these subsets fall under and we would not be in trouble.

Mr. Silver agreed and stated we would have no liability.

Ms. Shaffer asked if, on an individual level, someone had a discrimination complaint, who they would call.

Ms. Susel replied they could call us or the Fair Housing Agency. If they call us, we would refer them directly to the Fair Housing Agency so they could investigate.

Mr. Silver reminded Council investigation by Fair Housing is from the housing side only, a private attorney would have to be contacted for any other reason of discrimination.

Mr. Ferrara pointed out by adding the subsets of classification to our Code, it would bring knowledge and clarification to them; it calls attention to it.

Ms. Susel agreed, it would be specific and clarifies the definitions. She also reminded Council that there is still no protection for discrimination against sources of income.

Mr. Kuhar referred to the audience.

Adam S. Clents of 1377 Wilson Ave., Atwater, OH stated he came here tonight in support and to help provide background to what other cities have done. He referred to the Akron Citizen's Commission whereby they can refer for mediation, education or civil penalty. Hiring a private attorney always has a cost barrier, which LGBT students can't afford, and there is not always ready access to justice. He believes that the responsiveness of a property owner may be better if they hear information from the City of Kent v. the FHA or State level.

Mr. Sidoti called a POINT OF ORDER. He clarified that Kent State University students have legal protection and services through the campus and should take advantage of it.

Ms. Wallach asked if Mr. Clents knew anyone on the Akron Citizen's Commission and if so, could he provide the contact information for the Akron's Citizen's Commission to Council.

Mr. Clents did not personal know anyone on the commission, but offered to provide contact information for Gwen Stembridge of Equality Ohio after the meeting.

Alice Frietas of 1287 Anita Ct., Kent and President of Transfusion, reminded Council about speaking at the last meeting, agrees that there are few to no reports because people are not educated or have the ability to pursue justice, and recommends use of a local citizen's council as it is easier to communicate and receive help from the City and educate the community at large. More grievous crimes should be levied.

M.J. Eckhouse of 123 Crain Ave., Kent stated that sex discrimination reasonably does and should apply to gender identity and specific explicit protections. The word "sex" use to only refer to women back in the day. There needs to be clarification for gender identity and sexual orientation because states are not ready to protect them yet. To date, 18 cities have passed legislation and have real enforcement in place to protect the LGBT community. He felt that mediation is a good 1st step in Kent.

Robert Ullinger of 459 Majors Lane, Kent reiterated that 2 new cities added legislation since 2 weeks ago. From a social aspect, the suicide rate is abhorrently high for teens and youth, and even higher for LGBT. Suicide rates dropped when same sex marriage was allowed, but in the past few months the suicide rates have started rising, especially with all the new federal changes regarding the LGBT. Help is needed on the local level, which causes a ripple effect in housing, employment, schools – support for kids who are scared to come out or talk about suicide. These people will see there is support and hope in our City. Robert reminded Council of availability to answer questions regarding transgender or LGBT.

Tiffany Jones of 331 Lake St. thanked Ms. Susel for providing such thorough information and the education on LGBT and Fair Housing. She passed out a flyer inviting Council to attend a talk being given at MadCap Brewery on Monday, April 24th from 6:30 p.m. to 8:00 p.m. by Gwen Stembridge of Equality Ohio where Ms. Stembridge will be discussing "Equality in Kent" and the status of LGBTQ rights in the State of Ohio and in Kent.

MOTION TO ADD TO "DISCRIMINATION" LANGUAGE, THE SUBCATEGORIES OF SEXUAL ORIENTATION AND GENDER IDENTITY, TO ALL OF THE CITY ORDINANCES, AND DECLARING AN EMERGENCY made by Ms. Wallach, second by Mr. Ferrara.

Ms. Wallach felt we need a strong policy in place. She referred to a placard that is posted in her office and other places around campus that says "This is a safe place to be yourself."

Mr. Ferrara agreed and said it is the right thing to do.

Mr. Turner felt this is a positive step and provides a statement of support. It is not all that we need to do, and should include in our Resolution our enforcement support. We need to make a difference to protect LGBTQ and show that we are and continue to be a progressive City.

Mr. Sidoti began to speak about the school system years ago and Mr. Ferrara called a point of order to speak to the Motion. Mr. Sidoti clarified he was speaking to the Motion, and that we forget young people become older and then they don't have the protections of the schools. He supports this Motion as a step in the right direction.

Ms. Shaffer commented this is only a step in supporting LGBTQ. She also supports the Motion and hopes we continue to educate ourselves and move forward with looking at better defined enforcement strategies with possibility of penalties in the future.

Mr. Kuhar began to speak and Mayor Fiala reminded him he needed to turn the Chair over to Mr. Turner first so he could speak.

Mr. Turner took over the Chair.

Mr. Kuhar stated we need to make sure the City of Kent landlords treat their tenants equally, that is why he originally brought this to Council a couple years ago. He does not believe we should over-excel enforcement or focus more attention in one area of the discrimination laws; all should be treated equal and our Fair Housing Board will do a good job as well as the educational process.

MOTION TO ADD TO "DISCRIMINATION" LANGUAGE, THE SUBCATEGORIES OF SEXUAL ORIENTATION AND GENDER IDENTITY, TO ALL OF THE CITY ORDINANCES, AND DECLARING AN EMERGENCY CARRIED by a voice vote of 9-0.

Mr. Turner turned the Chair back over to Mr. Kuhar.

2. Renewal Application for Placement of Farmland in an Agricultural District.

Mr. Silver reminded Council about the Public Hearing earlier this evening. This is a renewal application for 5 years for Carter Lumber to have farmland tax exemption.

MOTION TO AUTHORIZE THE APPLICATION FOR PLACEMENT OF FARMLAND IN AN AGRICULTURAL DISTRICT FOR CARTER LUMBER INC. AND DECLARING AN EMERGENCY made by Mr. Sidoti, second by Mr. Amrhein.

There was no further discussion from Council or the audience.

MOTION TO AUTHORIZE THE APPLICATION FOR PLACEMENT OF FARMLAND IN AN AGRICULTURAL DISTRICT FOR CARTER LUMBER INC. AND DECLARING AN EMERGENCY CARRIED by a voice vote of 9-0.

3. Lease Renewal for Haymaker's Farm Market

Mayor Fiala declared this is the 25th year for the Haymaker's Farm Market.

Ms. Susel stated this is annual housekeeping issue as it is exactly the same as it has been every year for leasing the property from the 1st Saturday in May all the way through the last Saturday in October.

Ms. Shaffer supports the renewal of the lease and asked about the upkeep of the area.

Ms. Susel reminded Council that if the motion to approve the lease is authorized tonight, she will move forward to have the new Facilities Manager, Brad McKay, schedule parking lot grading and delivery of shavings.

Ms. Shaffer inquired about additional trash cans.

Ms. Susel reminded Ms. Shaffer they added 2 additional cans last year.

Ms. Kristen Pull of 9519 Freedom Twp., Kent is a board member of the Haymaker's Farm Market and thanked Council for their support for the last 25 years. She stated there are a lot of anniversary activities planned and hopes for a terrific season.

MOTION TO AUTHORIZE THE RENEWAL OF THE LEASE FOR HAYMAKER'S FARM MARKET, AND DECLARING AN EMERGENCY made by Ms. Shaffer, second by Mr. Amrhein.

Ms. Shaffer thinks this is one of our greatest assets in the City of Kent, is happy Council can support it for 25 years, and how it continues to grow.

MOTION TO AUTHORIZE THE RENEWAL OF THE LEASE FOR HAYMAKER'S FARM MARKET, AND DECLARING AN EMERGENCY CARRIED by a voice vote of 9-0.

4. Authorize final purchase and loan agreements for City property on Gougler Ave.

As stated in the City Manager's Communications to Council this is the "final authorization of the loan and purchase agreements prepared for the City land sale as part of the LN Gross Building restoration. The land sale is for $200,000 with a 7 year City loan to the buyer at a rate of 75% of prime paid annually with a final balloon payment due on November 1, 2023. It is the Administration's recommendation also that "the City is selling 6 parcels so that they can be converted to parking lots to support the daytime parking needs for the new businesses in the LN Gross building and public parking on weekends and after hours for river and trail access."

Ms. Susel reminded Council this is the former Dale Adams property parking expansion in the 90's. The sale agreements are finalized. The Engineering Dept. is working with the Parks & Rec Dept. in determining the needs of future redevelopment of the bike and hike trail in the next few years, whereby she will be coming back to Council with an easement related to that as well as an easement for stormwater discharge.

Mr. Silver stated 3 parcels are titled in Kent Downtown and will need to be transferred to the City, but acceptance of those properties will need to be made a part of this evenings Motion to Authorize.

Ms. Shaffer questioned if there is "public usage" in the lease, which includes parking on the weekends. She didn't see that language in her copy of the draft provided in the City Manager's Communication packet.

Both Mr. Silver and Ms. Susel stated they know it is in the final draft and will make sure it is in there, since the copy Council received in their packets a week ago may not be the most recent version of the draft.

MOTION TO AUTHORIZE THE FINAL PURCHASE AND THE LOAN AGREEMENTS WITH THE DKC AND TO INCLUDE THE PARKING ISSUE, AND DECLARING AN EMERGENCY made by Mr. Ferrara, second by Mr. Sidoti.

There were no further comments from Council or the audience.

MOTION TO AUTHORIZE THE FINAL PURCHASE AND THE LOAN AGREEMENTS WITH THE DKC AND TO INCLUDE THE PARKING ISSUE, AND DECLARING AN EMERGENCY CARRIED by a voice vote of 9-0.

5. Receive final community recreation center report from Parks and Recreation.

Mr. Idone passed out a copy of the Kent Health and Wellness Concept Plan to each member of Council. He stated he has scheduled a Work Session with the Clerk for the 19th and welcomes any questions Council will have at that time. Parks and Rec is looking to be a leader in the community when it comes to health and wellness and addressing the needs of the elderly community.

Hearing no further business before this Committee, Chairman Kuhar adjourned the meeting at 8:56 p.m.

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Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

1) **MOTION TO ADD TO "DISCRIMINATION" LANGUAGE, THE SUBCATEGORIES OF SEXUAL ORIENTATION AND GENDER IDENTITY, TO ALL OF THE CITY ORDINANCES, AND DECLARING AN EMERGENCY.**
2) **MOTION TO AUTHORIZE THE APPLICATION FOR PLACEMENT OF FARMLAND IN AN AGRICULTURAL DISTRICT FOR CARTER LUMBER INC. AND DECLARING AN EMERGENCY.**
3) **MOTION TO AUTHORIZE THE RENEWAL OF THE LEASE FOR HAYMAKER'S FARM MARKET, AND DECLARING AN EMERGENCY.**
4) **MOTION TO AUTHORIZE THE FINAL PURCHASE AND THE LOAN AGREEMENTS WITH THE DKC AND TO INCLUDE THE PARKING ISSUE, AND DECLARING AN EMERGENCY**

THE CITY OF KENT, OHIO
HEALTH & SAFETY COMMITTEE
WEDNESDAY, APRIL 5, 2017

Chairman Jack Amrhein called the meeting of the Health & Safety Committee of Kent City Council to order at 8:56 p.m.

PRESENT: **MR. JACK AMRHEIN, MR. MICHAEL DeLEONE, MR. GARRET FERRARA, MR. JOHN KUHAR, MS. MELISSA LONG, MS. HEIDI SHAFFER, MR. ROGER SIDOTI, MR. ROBIN TURNER, AND MS. TRACY WALLACH.**

ALSO PRESENT: **MR. JERRY T. FIALA, MAYOR AND PRESIDENT OF COUNCIL; MR. DAVE RULLER, CITY MANAGER; MR. JIM SILVER, LAW DIRECTOR; MS. BRIDGET SUSEL, DIRECTOR OF COMMUNITY DEVELOPMENT; MR. JIM BOWLING, CITY ENGINEER; MS. MELISSA BAKER, PUBLIC SERVICE DIRECTOR; MR. DAVID COFFEE, FINANCE DIRECTOR; MR. JOHN IDONE, PARKS & RECREATION DIRECTOR; POLICE CHIEF MICHELLE LEE; FIRE CHIEF JOHN TOSKO; AND MS. TARA GRIMM, CMC, CLERK OF COUNCIL.**

There were 2 items on the Agenda.

1. <u>Fire Department Annual Report.</u>

Mr. Ruller referred to Chief Tosko, who together with his senior staff, completed their 2016 Annual Report. Chief Tosko presented an overview of the year-end report and highlights of the department's strategic planning work. Lt. Craig Peeps passed out hard copies of the Annual Report to all members of Council. Chief Tosko also thanked Council for authorizing the hiring of the 3 new firefighters. ***(See Attachment #1).***

Mr. Turner questioned if there is an increase or decrease in the number of emergencies since implementation of the Affordable Care Act.

Chief Tosko stated there are too many variables and has not seen changes due to insurance. Calls are based on need, and sometimes it is multiple calls from the same person.

Mr. Wallach inquired about the drug overdose cases and whether they are students or the community.

Chief Tosko replied that there are "no students at all" when it comes to drug overdose calls.

Ms. Shaffer wondered if we could partner with Behavioral Health on over-dose cases or fast check-in, so people could go to detox at University Hospitals.

Chief Tosko thought that was a good idea and stated Summit County just started doing that; it could really save lives.

Mr. Kuhar asked since there has been such a restriction placed on doctors writing prescriptions, has it reduced the number of emergency calls.

Chief explained those people ask to be taken to different hospitals to try to get the drugs & prescriptions. We do not personally track that information, the FDA and DEA do.

After no further comments from Council, Mr. Amrhein turned to the audience who had no comments.

Mr. Amrhein referred back to Council, who had no further comments.

2. <u>Report and findings of traffic safety concerns at SR261 & Sunnybrook Rd.</u>

Mr. Ruller Referred to Mr. Bowling who presented the findings and recommendations related to the traffic safety concerns that Council referred to the Administration for further study on July 20, 2016. Mr. Bowling sent a copy of the Memo from August 16, 2016 and a new Memo dated March 8, 2017 ***(See Attachment #2)*** to the City Manager regarding the SR261 – Sunnybrook/Franklin Intersection. Mr. Bowling also gave an in-depth PowerPoint Presentation ***(See Attachment #3).***

Ms. Shaffer asked about the "needs" statement for funding and if it is going to take as long as the Summit Street project?

Mr. Bowling can only convey needs – this intersection and all of Route 261 does not receive nearly the amount of traffic that was anticipated when building the four-lane roadway; ODOT has to go along with us in reducing the size of the intersection and reminded Council that ODOT will be resurfacing Route 261 next year. We really don't need all that pavement re-done every 10 years. He also explained that the process sat from 2002-2007 until he began working here and was able to find funding for the project. Projects like this need time to "marinate".

Ms. Shaffer reiterated that the safety concern is an issue, but apparently there are "no good quick fixes."

Mr. Bowling explained there are "typical" engineering fixes; however, ODOT needs to believe that a smaller roadway is a good thing. Funding usually takes 4 years.

Ms. Wallach asked if we could boldly stripe the crosswalks.

Mr. Bowling stated, yes and it will be completed by ODOT.

Mr. Kuhar asked if the walk signs are auto-timed on the corner of Sunnybrook & Route 261.

Mr. Bowling stated he will have to check if they are.

Mr. Kuhar suggested that the crosswalk lights operate on-demand only – making all 4 corners red for cars.

After no further comments from Council, Mr. Amrhein turned to the audience, who also had no comments.

Mr. Amrhein referred back to Council, who had no additional comments.

Hearing no further business before this Committee, Chairman Amrhein adjourned the meeting at 9:45 p.m. and turned the meeting back to Mayor Fiala.

Mayor Fiala reminded Council of the Executive Session immediately following.

At 9:45 p.m., **MOTION TO MOVE INTO EXECUTIVE SESSION IMMEDIATELY FOLLOWING IN ACCORDANCE WITH OHIO REVISED CODE §121.22 (G)(1):** To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing made by Mr. Amrhein, seconded by Mr. Kuhar. On Roll call, voting "Yes": Mr. DeLeone, Mr. Ferrara, Mr. Kuhar, Ms. Long, Ms. Shaffer, Mr. Sidoti, Mr. Turner, Ms. Wallach, and Mr. Amrhein. The motion carried by a roll call vote of 9-0.

At 10:00 p.m., Council adjourned from the Executive Session. No action was taken after the Committee meeting. Meeting Adjourned 10:00 p.m.

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Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

1) **NONE**

THE CITY OF KENT, OHIO
STREETS, SIDEWALKS, AND UTILITIES COMMITTEE
WEDNESDAY, APRIL 5, 2017

Chairman Roger Sidoti called the meeting of the Streets, Sidewalks, and Utilities 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. MELISSA LONG, MS. HEIDI SHAFFER, MR. ROGER SIDOTI, MR. ROBIN TURNER, AND MS. TRACY WALLACH.**

ALSO PRESENT: **MR. JERRY T. FIALA, MAYOR AND PRESIDENT OF COUNCIL; MR. DAVE RULLER, CITY MANAGER; MR. JIM SILVER, LAW DIRECTOR; MS. BRIDGET SUSEL, DIRECTOR OF COMMUNITY DEVELOPMENT; MR. JIM BOWLING, CITY ENGINEER; MS. MELISSA BAKER, PUBLIC SERVICE DIRECTOR; MR. DAVID COFFEE, FINANCE DIRECTOR; MR. JOHN IDONE, PARKS & RECREATION DIRECTOR; POLICE CHIEF MICHELLE LEE; FIRE CHIEF JOHN TOSKO; AND MS. TARA GRIMM, CMC, CLERK OF COUNCIL.**

There was 1 item on the Agenda.

1. Permit and MOU for Queen of Hearts – Burbick Company & Adam Hamilton Foundation.
Mr. Sidoti referred to Mr. Ruller who apologized for not being totally up to speed on this matter as he was out of the office last week. Mayor Fiala, Clerk Grimm & Suzanne Stemnock worked diligently last week with Pete Mahoney on the last minute filing of permits for this event tentatively scheduled for May 28th. This is a time sensitive issue and needs some green lights. The details of the MOU are not completely worked out yet, but Council can still approve the MOU contingent upon staff satisfaction. The timeline is not necessarily a deal killer. Mr. Ruller then referred to Mr. Mahoney to discuss the details of the event.

Mr. Pete Mahoney of 3641 By Lane, Kent explained the Queen of Hearts originated in Garrettsville. The jackpot was $3.2 million and the 50/50 provided over $525,000.00 donated to local charities. There is a continuous hold back of 10%. Mr. Mahoney currently works part-time for Family Community Service and the 50/50 has benefited them in the past as a non-profit. The Queen of Hearts is looking to move around to different cities. The event was originally going to occur in Ravenna, but the date was switched on them from May 28th to June 16th by Ravenna. He personally would have dropped the event due to this time crunch and thanked the Mayor, Clerk Grimm & Suzanne for going above and beyond in helping him file all the necessary permits and required documents.

Mr. Mahoney continued by reminding Council that Sunday, May 28th was the day that Adam Hamilton was killed in action, which is why having this event on that day is so important. During the permit application process, he found out that only 1 downtown business will be affected that Sunday and the owner is on-board with the event. The Burbick Company and the Adam Hamilton Scholarship Foundation will be the beneficiaries of the 50/50 money. Great things are done by the non-profits with this money. No one else profits from the event. He also informed Council the event will be a family event and have live music.

Mr. Sidoti referred to Council for comments.

Mr. Kuhar asked is the event is run by all volunteers and how the Queen of Hearts actually works.

Mr. Mahoney replied yes, it is an all-volunteer event, which is heavily regulated by the State, and no one makes a profit. This Queen of Hearts event is a “second generation” of the event who now wins 10% of the pot. The winner immediately has 25% taken out for taxes. He then further explained the process of using a deck of playing cards and ticket drawings to pull the winner(s).

Mr. Ferrara questioned “Who” regulates the Queen of Hearts, watches over the books and designates the charities.

Mr. Mahoney explained the non-profit oversees it and all forms are sent to the State.

Mr. Ferrara asked “Who is ‘they’?”

Mr. Mahoney clarified that Aaron King does the intake of requests to be a benefactor and Family Community Services took over the event and the books. The CFO follows all the regulations.

Mr. Ferrara further questioned if there was a “Board” and are petitions filed by possible beneficiaries.

Mr. Kuhar again questioned who “exactly watches the books and picks the recipients, if Family Community Services is a recipient of funds, how can they be watching over the books?”

Mr. Mahoney stated *any* non-profit can apply.

Mr. Silver gave an explanation on how there are laws on the State of Ohio’s books where charities have to receive 100% of the event profit, just like a rotary raffle. There is no state board to petition to. There would be a police investigation and possible charges of theft or misuse of funds if the money was not distributed correctly.

Mr. DeLeone clarified that Family Community Services is not receiving any money this time. 50% of the money goes to the winner and the other 50% goes to the non-profit recipient, which is the Adam Hamilton Foundation.

Mr. Mahoney interjected there are 71 programs run by Family Community Services that, in the past, have benefited from applying and being chosen as the non-profit to benefit from the Queen of Hearts.

Ms. Long requested we hear Chief Lee’s position of the safety and security of our community during this event on the Sunday of Memorial Day weekend.

Chief Lee has looked at the rough draft of the MOU Capt. Prusha and Mr. Mahoney started putting together. There are a lot of questions and she is working out the details with Capt. Prusha and Mr. Mahoney. Her one concern is the popularity of the event, if there is enough room in the downtown and for parking as well as keeping the area contained for this 7-8 hour event. She spoke with the Garrettsville Police Chief about their past Queen of Hearts event. Our City has a much different set-up here than Garrettsville. Chief Lee asked Mr. Mahoney if event tickets are being sold or if this is an endless attendance event.

Mr. Mahoney predicts an average of 400-500 people for this event because the winning pot will not be over $400,000.00, unlike the $3.2 million pot in Garrettsville which drew in tens of thousands of people. He compared it to people wanting to play the lottery last minute when the jackpot rises.

Chief Lee assured Council that we prepare for the worst case scenario with all our events, but is worried the beer tent will draw a party-like atmosphere.

Mayor Fiala commented that he too called the Garretsville’s Mayor who said their only incident was a private parking lot issue, but overall the event was good for the economy.

Mr. Turner expressed his concern for “who and the how many” will be attending the event. Will it be families or people just attending for the beer?

Chief Lee reminded Council this is a Sunday event and “who” is coming is not a concern. Her concern is always the crowds in general and possible victimization.

Mr. Wallach voiced that our City is use to crowds and have a lot of experience with events.

Chief Lee stated “yes, that is correct.”

Ms. Long thanked Chief Lee and trusts that she can maintain the safety and security during the event and will support it.

Mayor Fiala pointed out that we have 8-10 events every summer in our downtown area and have a good track record of safety.

Chief Lee needs to work out some additional details with Mr. Mahoney, including a location issue for using the parking lot behind Panini’s in August for another one of these events.

Mr. Amrhein felt since time was of the essence with the application, we should approve this event pending Chief Lee’s final decision.

Mr. Mahoney’s final comment was how this crowd is an older demographic and there have been no arrests at any of their events.

Mr. Sidoti then referred to the audience, who had no had comments, then referred back to Council who had no additional comments.

MOTION TO APPROVE THE QUEEN OF HEARTS EVENT PENDING THE FINAL APPROVAL OF CHIEF LEE made by Mr. Kuhar, seconded by Mr. Ferrara, and carried by a voice vote of 9-0.

Hearing no further business before this Committee, Chairman Sidoti adjourned the meeting at 8:05 p.m.

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Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

1) **TO APPROVE THE QUEEN OF HEARTS EVENT PENDING THE FINAL APPROVAL OF CHIEF LEE**

City of Kent Fire Department

320 S. Depeyster St.
Kent, Ohio 44240
330. 673.8814
330.676.7374 Fax

Mr. Dave Ruller
Mayor Jerry Fiala
City Council

Enclosed is the Kent Fire Department 2016 annual report. This report is broken down into various topics such as stations, run volume, maintenance and apparatus (vehicles) and is meant to give a snapshot of overall departmental activity and expenditures.

One of the largest changes we have seen in many years will actually occur in 2017, the addition of three new firefighter/paramedics. With the approval from council last fall, we are able to add these much needed firefighters. We anticipate the new members to be hired by late winter to early spring and to count toward staffing by summer.

The Kent Fire Department has seen much change in 2016, but our mission has always been the same: *Safeguarding our Community as we serve in a caring, professional, and supportive way.*

Sincerely;

John Tosko
Fire Chief

Fire Stations

Facility	Year Built	Condition
Main Fire Station	1968/2003	Excellent
West Side Fire Station	1949	Fair

The Main Fire Station was originally built in 1968 and was staffed by full time and part time personnel and housed two fire engines, a heavy rescue truck, an aerial ladder truck, plus several light vehicles. The department ran approximately 300 calls per year, all fire, rescue, and service calls. In 2003, the new addition and renovation to the station was completed adding much needed space for living quarters, office area, and apparatus storage. This structure has held up well over the past 12 years, however, we are starting to see some problems arise that will have to be taken care of in the near future like the roof and garage doors. The mechanical systems, with proper maintenance will continue to operate efficiently for years to come.

The West Side Fire Station was built in 1949 and has housed, over the years a front line pumper and a med unit, plus a light vehicle. An addition was built in the early 1990's to add female living quarters and restroom facilities. This station is still in fair condition despite its age. In 2017, a small addition and renovation is planned to add functional space for such things as structural firefighting storage, EMS equipment/supply storage, small tools and equipment storage, and a small addition to the kitchen. The original flat roof will be replaced with a new, modern pitched roof to fix long-standing water leakage problems.

Fire Department Apparatus

Med Units	Year purchased	Expected Replacement	Condition
1812	2012	2022	Excellent
1822	2008	2018	Fair
1821*	2012	2022	Excellent
1811	2016	2024	Excellent

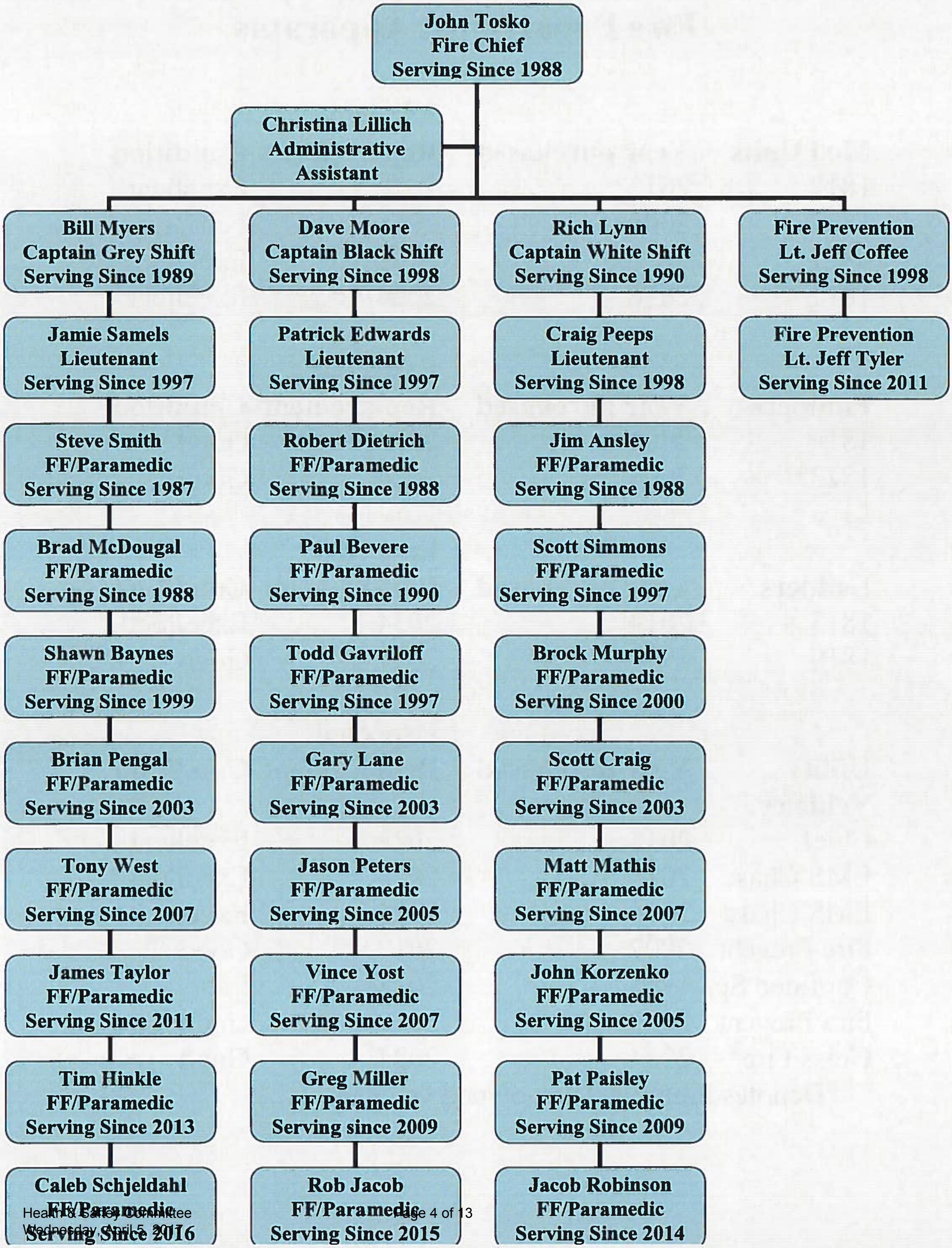
Pumpers	Year purchased	Expected Replacement	Condition
1814	2004	2024	Good
1823*	2004	2024	Good

Ladders	Year purchased	Expected Replacement	Condition
1813	2014	2034	Excellent
1819	1994	2021	Good

Utility Vehicles	Year purchased	Expected Replacement	Condition
Chief	2013	2023	Excellent
EMS Chase	2016	2026	Excellent
EMS Chase	2016	2025	Excellent
Fire Prevent.	2007	2017	Good
Confined Sp.	1996	2018	Poor
Fire Prevent.	2009	2019	Good
Grass Fire*	2004	2024	Good

*Denotes Franklin Twp. owned vehicles

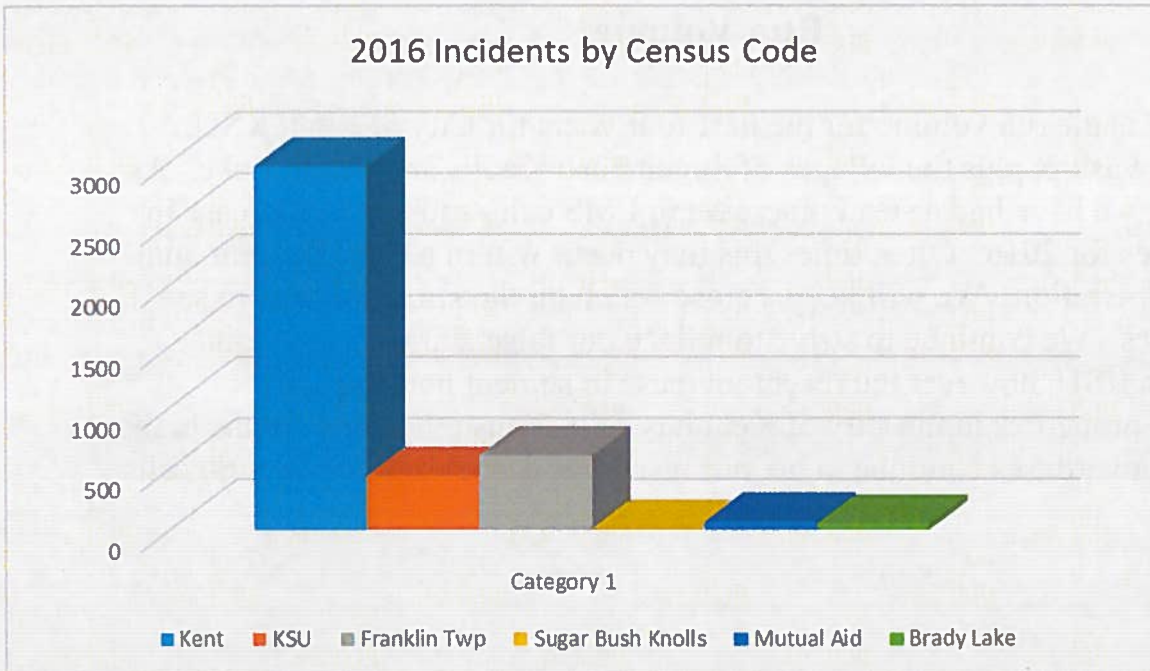
ATTACHMENT #1

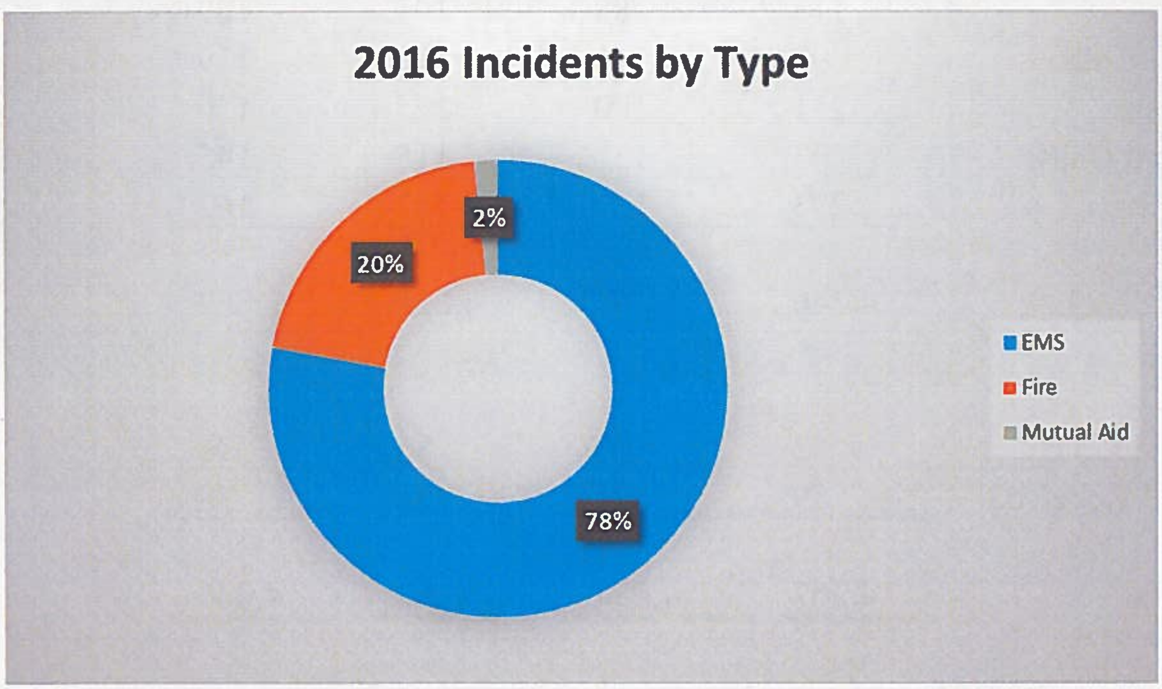


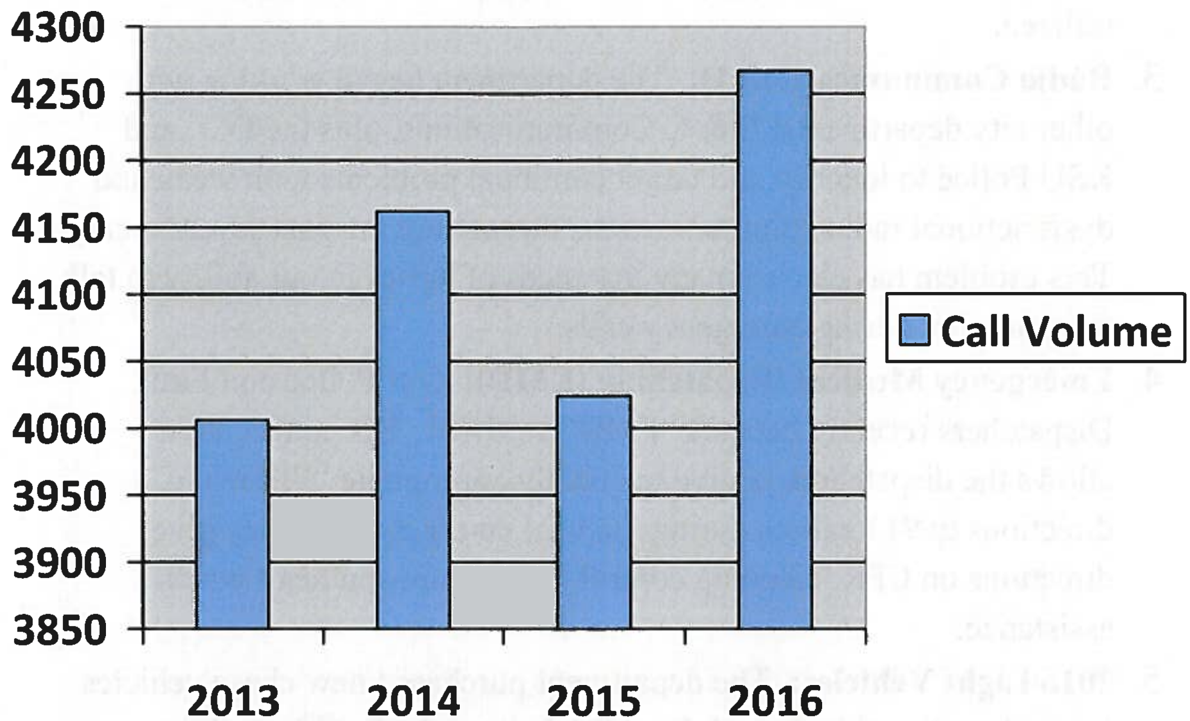
Run Volume

Below is the run volume for the past four years for City of Kent, KSU, Franklin Township, plus the villages of Sugar Bush Knolls and Brady Lake. As one can see, we have had a steady increase in EMS calls and a 65% increase in structure fires for 2016. Often times this may occur within a calendar year and may be an aberration. We will keep a close watch on the structure fires to see if this continues. We continue to strive to reduce our false alarms with a joint venture with KSU, however the recent increase in student housing and commercial properties in the City of Kent has helped push the false alarms higher. Opiate drug overdoses continue to tax our resources accounting for over 64 calls in 2016

	2016	2015	2014	2013
Structure Fires	53	32	22	30
Vehicle Fires	10	9	7	14
Vegetation/Trash Fires	26	10	30	23
EMS	3,265	3,227	3,269	3,071
Rescue	113	88	101	109
Hazardous Calls	92	146	171	119
Service Calls	251	100	125	159
Good Intent Calls	43	131	115	145
False Alarms	293	151	182	162
Subtotal	4,146	3,894	4,022	3,832
Mutual Aid Given	52	60	86	96
Mutual Aid Received	69	70	54	78
Grand Total	4,267	4,024	4,162	4,006


2016 Incidents by Census Code
3000
2500
2000
1500
1000
500
0
Category 1
Kent
KSU
Franklin Twp
Sugar Bush Knolls
Mutual Aid
Brady Lake


2016 Incidents by Type
2%
20%
78%
EMS
Fire
Mutual Aid



2016 Projects

In 2016, we saw the beginning of many projects and the continuation of old ones to increase safety and efficiency for firefighters and to better protect the citizens we serve. Some of these projects are:

1. **KSU Chemical Lab Inventory:** Work continues on this multi-year project with cooperation with KSU Fire Prevention to inventory chemicals in the teaching and research labs on campus. In 2016, KSU hired a full time person to track and inventory potentially hazardous materials. This inventory list is available to responding personnel electronically through a program call CHIMERA to better inform the firefighters of some of the hazards present.
2. **Radio Communications I:** We placed additional radio repeaters in the new ambulance and a fire engine to increase the range of our portable radios (walki-talkies), however they still have limitations,

mainly due to the inherent problems with the frequencies being utilized.

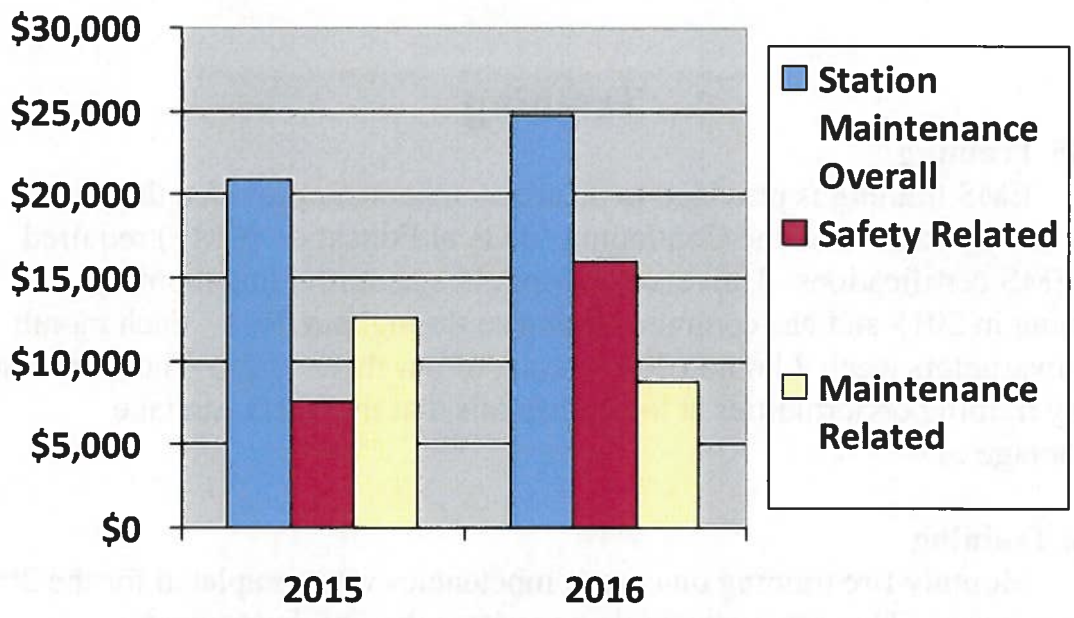
3. **Radio Communications II:** The department began working with other city departments, B & C Communications, plus the FCC and KSU Police to identify and target continual problems with weak and dysfunctional radio communications throughout the past several years. This problem has caused many instances of lapses in our ability to talk to each other during emergency calls.
4. **Emergency Medical Dispatching (EMD):** Our Police and Fire Dispatchers recently became "EMD" certified. His certification allows the dispatchers to give medically appropriate "lifesaving" directions to 911 callers during medical emergencies. They give directions on CPR, bleeding control and seizure and heart attack assistance.
5. **2016 Light Vehicles:** The department purchased new chase vehicles for each station this year. A Ford Explorer and a Ford Expedition. Total cost from State of Ohio bid prices: $70,000.
6. **2016 Med Unit:** The department received delivery of a new 2016 Lifeline/Ford ambulance in August. This ambulance, like others recently purchased came equipped with a "Stryker" Power Cot system which greatly helps in reducing back injuries. Cost $257,000.
7. **Mobile Data Terminals:** We began the process of placing computers in the main line fire apparatus to assist the fire officers in decision making and to give them information at their fingertips on things such as building pre-plans, hazardous materials, and routing information. Cost included in 2015 budgeting; $6,000.
8. **Leadership Manual:** Various members of the department began to work together to develop a leadership manual for present and future firefighter and fire officer development. This manual was result of many hours spent together developing the blueprints of how we interact internally and externally.
9. **Strategic Planning:** In 2016, a group of fire officers and firefighters began working together with council members Garret Ferrara, Roger Sidoti, and Jack Amrhein, plus Dave Ruller to develop a working

strategic planning document to guide the department in future planning. This document is slated to be completed to a working stage in 2017.

Maintenance

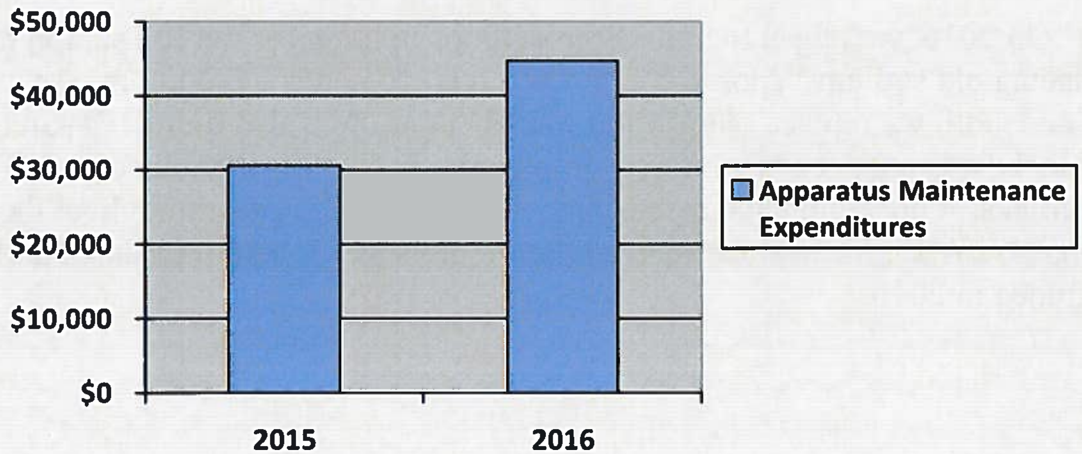
Building Maintenance

In 2016, we began to update the outdoor lighting for the fire station by replacing old sodium-vapor lighting with high-efficiency LED lights. As the old units fail, we replace them with the LED units. We also improved safety inside the apparatus bays with new drop cords feeding the ambulances and fire trucks. This eliminated extension cords and trip hazards throughout the bay areas. Also, the heating and ventilation units have been overhauled and upgraded in 2016.



Vehicle Maintenance

Our apparatus fleet is in good shape compared to many other departments in the area thanks to a capital budget plan that allows us to keep up with apparatus replacement. By this summer all of our ambulances will be identical Ford/Lifeline units. In 2018, we are scheduled to replace the 1992 heavy rescue. As newer apparatus is purchased, the forecast is for lower annual maintenance costs.



Training

EMS Training

EMS training is provided to insure members are provided the best opportunity to achieve the Continuing Medical Education (CME) required for EMS certifications. University Hospital began providing monthly training in 2015 and has continued doing so throughout 2016. Each month UH instructors teach 2 hours CME to each of our three shifts. There are also many training opportunities at local hospitals that members can take advantage of.

Fire Training

Monthly fire training on core competencies was completed for the 2nd year in a row. This achievement demonstrates the fire department's consistent focus on maintaining the basic skills required by all firefighters. These skills include: quick SCBA donning, MAYDAY operations, search & rescue, fire pump operations, aerial ladder & hose line operations and forcible entry. Maintaining these vitals skills increases safety while improving capabilities when called upon to save a life. The department also brought in outside fire instructors plus sent many firefighters to classes and conferences in other cities.

Specialized Training

Specialized training includes HAZ-MAT, search & rescue and water rescue. Each member is trained to the operations level in each of these disciplines. Select members then gain technician level training as part of each County team. These teams train at least 4 hours each month across our county and throughout our region. Members also complete an annual confined space rescue refresher. This training is important as the department works with the service department and KSU as the "rescue team" during a confined space entry. The increase of water rescue calls in the Cuyahoga River over the last few years has reinforced the need for regular swift-water training for the department.

Fire Prevention Bureau

The Kent Fire Prevention Bureau is staffed with two Certified Fire Safety Inspectors who also maintain their Firefighter/Paramedic certifications.

Services we provide

Daily, we perform fire safety inspections for commercial businesses, Kent State University, Greek housing, and foster/adoption homes throughout the City. We conduct plan reviews, attend preconstruction meetings, and perform acceptance testing for fire alarm and sprinkler systems for all commercial buildings in the City and on Campus. In addition, we provide workplace fire safety education training, and "live burn" fire extinguisher training for businesses in Kent and Franklin Twp. We work extensively with local business and industry to assist them in developing their emergency action plans.

Our fire safety education program is focused on **all school aged children from Pre-K through 4th grade,** this includes child care centers, LEAP, and Head Start programs. We use our "Hazard House", purchased through a grant, to help kids gain a visual understanding of the importance of fire hazards in their homes, smoke detectors, and knowing two ways out. Our fire safety education program begins in the summer with Kent Safety School and goes throughout the month of October, which is Fire Prevention Month.

On-Campus, the Bureau partners with KSU Fire Safety to provide fire education to KSU Fraternities and Sororities. This continues throughout the school year and includes the annual **Greek Fire Academy,** an all-day educational event for Greek Leaders held at our fire station every October. The staff worked with KSU Fire Safety and Greek Leadership to develop a curriculum which allows students an opportunity to experience "zero visibility" emergency evacuation of a building and live fire extinguisher training. This provides students with a better understanding of what to expect during an inspection or emergency. At this time, our Greek Fire Academy is the only program of this nature in the State of Ohio.

Special Events

In addition to the daily activities, the bureau also inspects, and supervises all fireworks shows both on and off campus throughout the year. We inspect all outdoor vendors (cooking/electric) throughout the festival season and conduct occupancy (overcrowding) inspections for downtown bars on weekends and throughout the year, including major events such as St. Patrick's Day, May Day, and Halloween. Due to the large scale of these events, we often rely on Tim Benner, a Fire Inspector for Franklin Twp. whose office is located within the Kent Fire Prevention Bureau. We work closely with him on these and many other projects that affect businesses and residents in both the City of Kent and Franklin Twp.

Personnel

1. Lt. Jeff Coffee, CFSI
2. Lt. Jeff Tyler, CFSI

Inspections Completed = 515
Education

1. Pre K-4th Grade = 1,046 students
2. High School/College = 185 students
3. Elderly/Seniors = 204 persons
4. Fire extinguisher only = 153 persons

Total = 1,588 (fire safety education)

Incident Safety Officers

Both Fire Prevention Lieutenants are trained as Incident Safety Officer's for the Department. They respond to working fires, and any other major incidents within our jurisdiction.

In Summary

Much has happened in 2016, and the Fire Department looks forward to a busy, productive 2017 as well. With the addition of the three extra firefighter/paramedics, we believe we are even better poised to provide the best possible service.

We have a vision statement which is meant to guide us as we make decisions throughout the course of the year: *The Kent Fire department will continue to develop new partnerships and programs to increase the safety of the community by providing means to improve training and education, improve emergency response and develop new strategies to solve problems while keeping true to our values and mission.*

These new strategies will be rolled out this spring in order to give council and administration a vision into what lies ahead for the Kent Fire Department.

MEMORANDUM
DIVISION OF ENGINEERING
City of Kent Department of Public Service

DATE: August 16, 2016

TO: Dave Ruller

FROM: Jim Bowling JB

SUBJECT: SR 261 – Sunnybrook/Franklin Intersection

At the July 20, 2016 Council meeting, council referred to the administration the issue of the pedestrian crossings at the SR 261 – Sunnybrook/Franklin Intersection. This was done in response to comments made by James Fisher who lives on Sunnybrook Road. Mr. Fisher had several concerns/requests that are listed below:

- Conditions of the crossing are poor, including tall weeds near the push buttons
- Not enough time to cross the intersection
- Drivers are giving pedestrians a hard time
- Mr. Fisher wanted to meet to see if something could be done
- Crosswalks are good in downtown and horrible two blocks away

We agree with Mr. Fisher that the pedestrian crossings at the SR 261 – Sunnybrook/Franklin Intersection are difficult for pedestrians to use in the best conditions. This issue has been identified by staff as a need to be prioritized and addressed. It should be also noted that even with the difficult conditions of the crossing, that the last pedestrian crash study performed by AMATS showed that none of the 31 reported pedestrian crashes in Kent occurred at this intersection.

The main cause of the pedestrian crossing concerns at the intersection relate to the nature of SR 261. Specifically that it is an ODOT owned, limited access, four lane divided highway with a 50 mph speed limit. In addition, crossing distances are long, in some cases exceeding 70 feet and a pedestrian would need to stop in the median to cross the intersection, because the total crossing distance can exceed 140 feet. Due to all the above factors, the only significant fix to improve the pedestrian experience crossing SR 261 is a long term endeavor. The good news is that this endeavor has begun. City Council authorized a planning grant application that was submitted to study significant modifications to SR 261 to address numerous complete street related problems along the corridor, including the pedestrian crossing of SR 261. Below is an excerpt from the grant application relating to poor pedestrian facilities on SR 261.

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"***Poor Pedestrian Facilities:*** *There is nothing desirable about crossing a 4-lane divided highway with a 50 mph speed limit. Yet, there are two locations (Frankin/Sunnybrook) and S. Water Street (SR 43) where people do just that. With large housing complexes on Sunnybrook immediately south of SR 261 and downtown Kent a short mile away, SR 261 creates a physical barrier to people biking or walking to the popular destination.*"

SR 261 & Franklin/Sunnybrook Pedestrian Crossing

The City and ODOT submitted the application for funding and the application was selected for funding. Currently staff is working with AMATS and ODOT to initiate the study.

While Kent, ODOT and AMATS work on planning for a long term solution it is critical to keep the existing facilities in good working conditions until a long term improvement can be implemented. Therefore in response to Mr. Fisher's concerns the staff has done the following:

- All vegetation near the pedestrian signals were trimmed
- The pedestrian signal lights were evaluated and requests placed to replaced burnt out bulbs
- Signal crossing timings were obtained and are being evaluated against current standards for pedestrian crossing speeds.

Lastly, we met with Mr. Fisher to discuss what could be done in the short term and long term for this crossing. Including that the current standards for the City's signals and pedestrian crossings are similar to those downtown and that our goal is to make Kent more walkable and bikeable community.

C: Jon Giaquinto
Gerald Shanley
file

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CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Dave Ruller

FROM: Jim Bowling

DATE: March 8, 2017

RE: SR 261 – Franklin/Sunnybrook Intersection

At the November 16, 2016 Council meeting, council referred to the administration the issue of vehicular safety at the SR 261 – Franklin/Sunnybrook Intersection. Specifically, the confusion of opposing drivers turning left that are uncertain how to traverse the intersection and the use of dotted lines through the intersection were proposed.

We agree that vehicular safety concerns exist at the SR 261 – Franklin/Sunnybrook Intersection and all other signalized intersections that cross the divided highway section of SR 261. This issue has been identified by the Akron Metropolitan Area Transportation Study (AMATS) and City staff. City staff has previously identified this area as a need to be prioritized and is currently in the planning stages to address the corridor's safety issues . Currently, AMATS table of High Crash Intersections (2013-2015) rank the SR261 – Franklin/Sunnybrook intersection as 7th in the City. In addition, other intersections in the divided highway portion of SR 261 are also on the list. The SR 261 and SR 43 intersection ranks 5th and the SR 261 and Mogadore Road intersection ranks 15th.

In response to Council's request, the Engineering Division has reviewed the crash history (see insert) of the intersection, determined congestion levels and its current functionality to determine what, if any, potential changes can be made to improve the safety of the intersection. After reviewing the crash reports, there were no crashes that were directly caused by the design of the intersection. However, the crash history does show a significant percentage of angle and running red light crashes. These crashes could be accentuated by the over built nature of the intersection.

SR 261- Franklin/Sunnybrook
Crash History (2013-2015)

Ran off Road – 1
Animal Crash - 2
Rear End – 5
Ran Red Light – 5
Angle – 7
TOTAL - 20

The current configuration of this overly large intersection provides for higher speeds, long crossing distances and minimal vehicular traffic congestion. The current configuration includes eastbound and westbound left turn lanes that do not oppose each other. This increases the crossing distance of left turning vehicles and potentially confuses drivers. The additional crossing distance and vehicular speeds may contribute to the high percentage of angle and running red light crashes.

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While none of the crash reports indicated that the cause of the crashes were from opposing left turn driver confusion. The engineering division has looked into adding dotted lines to reduce the reported confusion from opposing left turn movements on SR 261. Due to the divided highway and large scale of the intersection, the dotted lines would be approximately parallel to northbound and southbound drivers and could lead those motorists off the roadway if they mistakenly followed the lines. We have attached a drawing showing the intersection with dotted lines added. In our professional judgement the addition of dotted lines could cause significant confusion to drivers. The Ohio Manual of Uniform Traffic Control Devices (OMUTCD) gives the following guidance for the use of dotted lines through intersections.

> *"To the extent possible, pavement marking extensions* [dotted lines] *through intersections should be designed in a manner that minimizes potential confusion for driver in adjacent or opposing lanes."*

Therefore based on the above, the addition of dotted lines as shown in the attached figure are not recommended.

In addition to evaluating the crash history and the use of dotted lines in the intersection, the engineering division analyzed the intersection to determine peak hour congestion levels. Traffic counts were taken on December 15, 2016 during afternoon peak hours. We found the average delay at the intersection was 26.6 seconds which equates to an intersection level of service of C. This minimal delay is indicative of the intersections excess vehicular capacity.

The division also evaluated the current change period time included in the signal timing. The change period time includes the yellow and all red phases at the intersection. This was done after speaking with an adjacent property owner describing the crashes occurring at the intersection. The evaluation showed that the change period times are in conformance with the Institute of Traffic Engineering Manuals.

One option that may help with reducing <u>only</u> the angle crashes, would be to change the timing and phasing of the intersection to allow for left turns only during the protected left turn phase (green arrow). Therefore, left turning motorists would not have to yield to opposing through movements, however the left turn vehicles would also not be permitted to turn except during the protected phase. Currently, there is a protected phase, but left turners are permitted to turn when the eastbound and westbound movements have a green light. This change would reduce mobility in the intersection and increase traffic congestion to an average delay of 28.7 seconds, which equates to an intersection level of service of C. To make this change, new signal heads would need to be installed along with new strain poles, additional wiring and span wire. These costs could reach $85,000 per intersection. With the intersection of Mogadore Road and SR 261 functioning similarly to the SR 261/Franklin Intersection, it would be logical to make the changes at both intersections. More complex changes to the timing and phasing are not possible at the intersection with the current equipment.

The typical solutions to all the types of crashes at these types of intersections are significant in nature and a long term endeavor. The good news is that the endeavor has begun. The City was successful in receiving a transportation planning grant from AMATS to study the SR 261 corridor, including addressing the vehicular safety issues along the corridor. Currently, we are finalizing the grant agreement between AMATS and the City, selecting a consultant and assembling a citizen's advisor committee to assist the City in evaluating the corridor.

Based on the above evaluation, we are recommending not spending $170,000 to make the timing and phasing changes to the existing intersections due to the limited number of crashes that would be affected by this change (approximately 2 per year). Instead we recommend, using these funds as a potential local match for more impactful changes that would better benefit safety at these intersections resulting from the SR 261 Planning Study.

C: Melanie Baker
Jon Giaquinto
Chief Lee
Chief Tosko
Suzanne Stemnock
Bridget Susel

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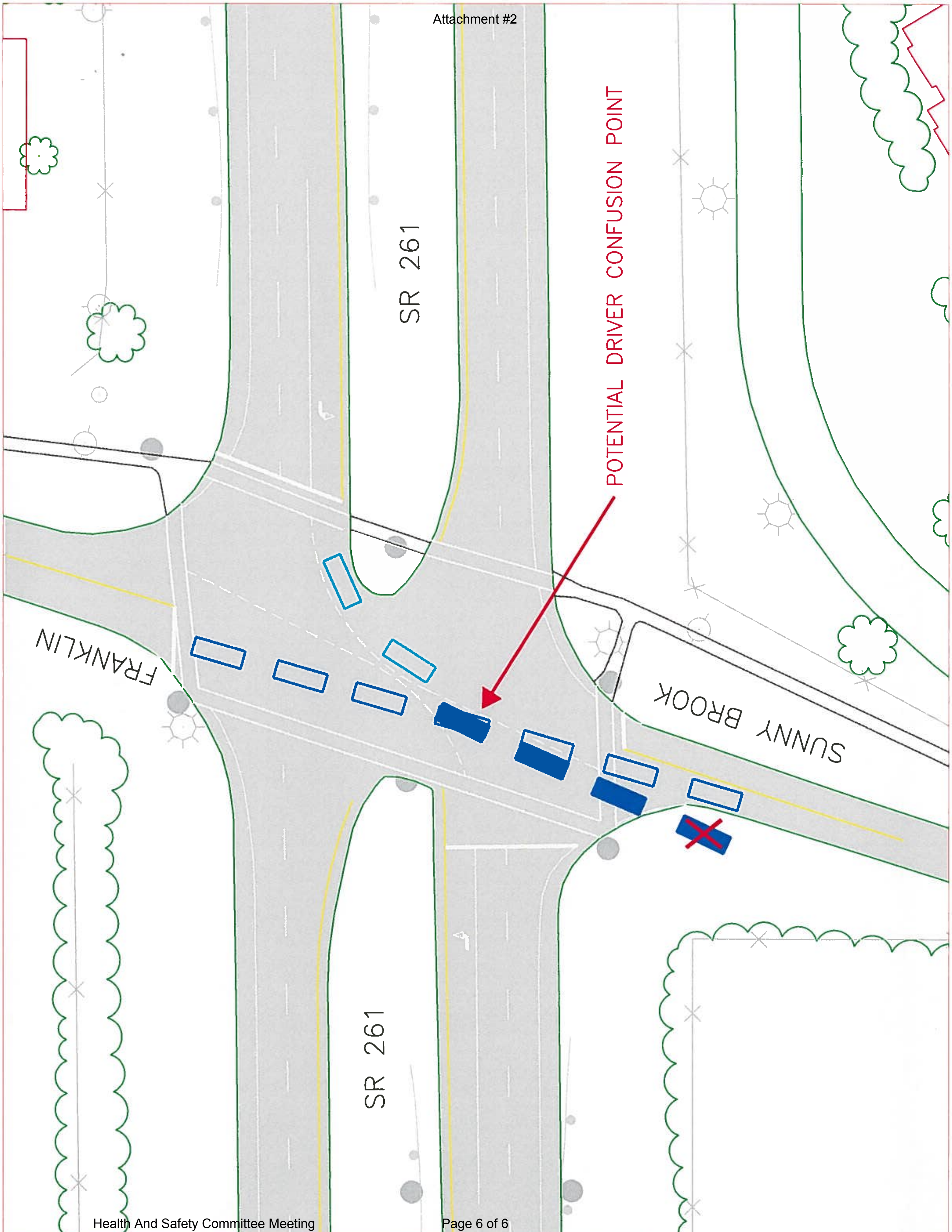

POTENTIAL DRIVER CONFUSION POINT
SR 261
FRANKLIN
SUNNY BROOK
SR 261

SR 261/Franklin/Sunny Brook

- July, 2016 Referral - Pedestrian Issues
  - Jim Fisher Issues Presented
    - Conditions poor at pedestrian crossing (tall weeds at buttons)
    - Not Enough time to cross intersection
    - Drivers are giving pedestrians a hard time
    - Meeting to see if something could be done
    - Crosswalks are good downtown and horrible two blocks away

SR 261/Franklin/Sunny Brook

- July, 2016 Referral - Pedestrian Issues
  - Resolutions ✓
    - Weeds and other overgrowth removed
    - Pedestrian timing was checked (ok)
    - Burned out bulbs replaced at pedestrian indicators
    - Meeting with Mr. Fisher
    - Drivers are giving pedestrians a hard time ✗
    - Crosswalks are good downtown and horrible two blocks away ✗
    - **SR 261 - Planning Study**

SR 261/Franklin/Sunny Brook

- November, 2016 Referral – Vehicular Issues
  - Opposing Left Turn Driver Confusion
  - Background
    - Approach Average Daily Traffic Volume – 13,235 vpd
    - Level of Service = C (26.6 seconds) ✓
    - SR 261 City Wide Crash Rankings (AMATS)

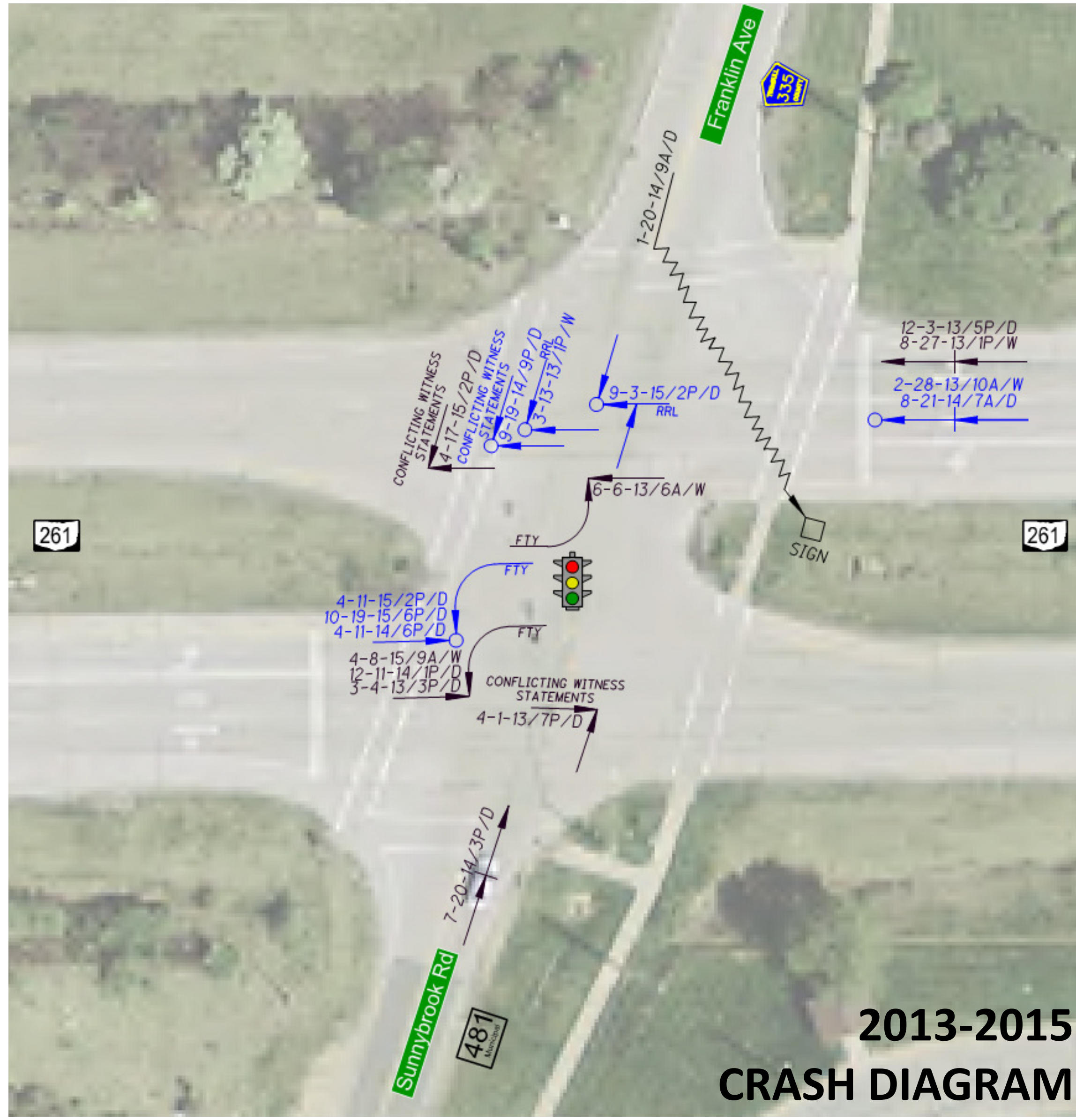
	2013-2015	2012-2014
SR 261/Franklin/Sunny Brook	7th	3rd
SR 261/SR 43	5th	4th
SR 261/Mogadore	15th	-

SR 261/Franklin/Sunny Brook

- November, 2016 Referral – Vehicular Issues
  - Background – (Con't)
    - 2013-2015 Crashes

CRASH TYPE	NUMBER
Ran off Road	1
Animal	2 (not shown)
Rear End	5
Ran Red Light	5
Angle	7
TOTAL	**20**

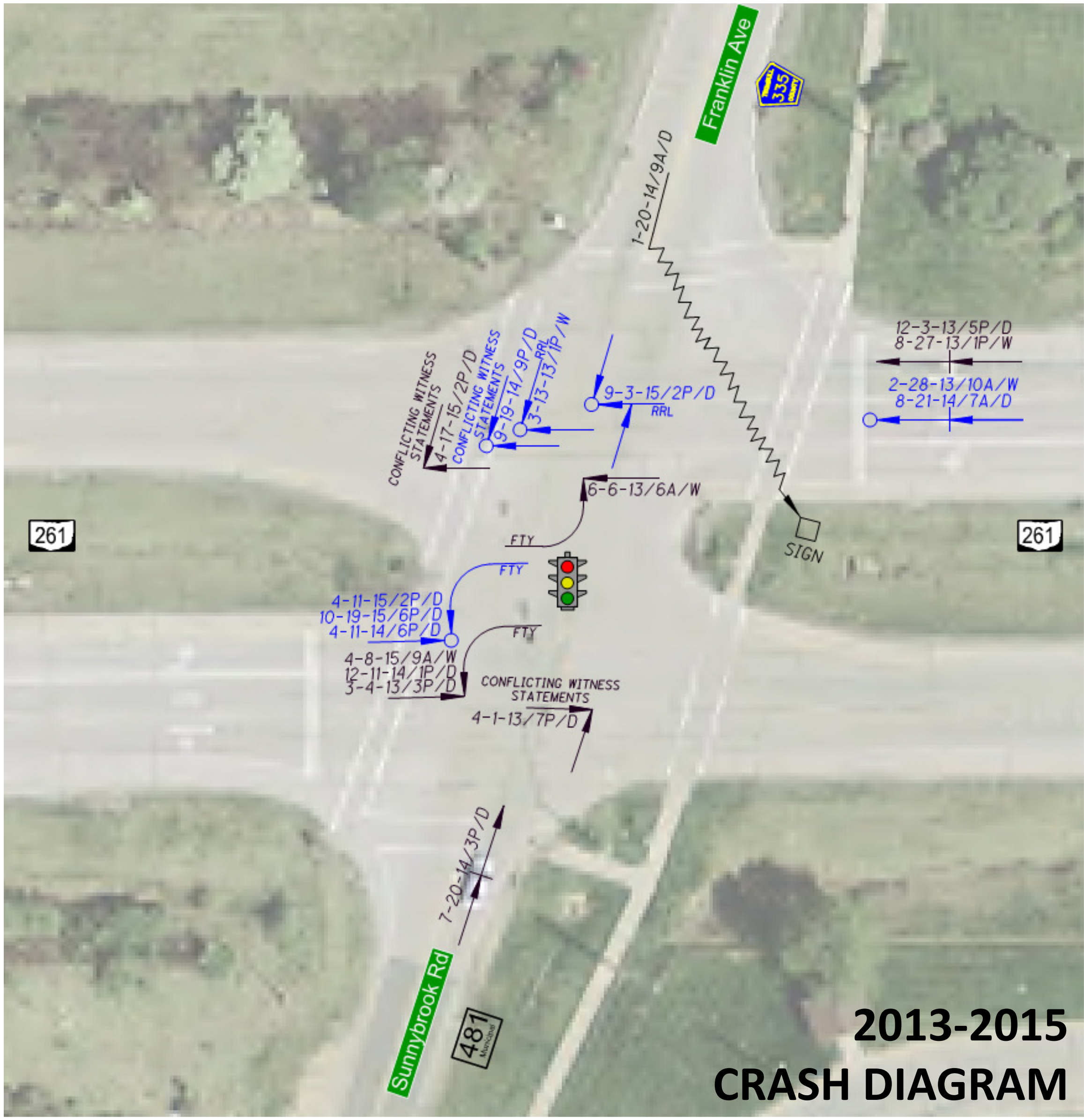
8/18 Injury Crashes (44%)



SR 261/Franklin/Sunny Brook

- November, 2016 Referral – Vehicular Issues
  - No crashes related to a design flaw
  - **No crashes related to opposing left turn driver confusion**
- Potential Causes
  - Restricted sight distance*
  - **Excessive speeds**
  - **Intersection Size**

* Not a factor from crash reports

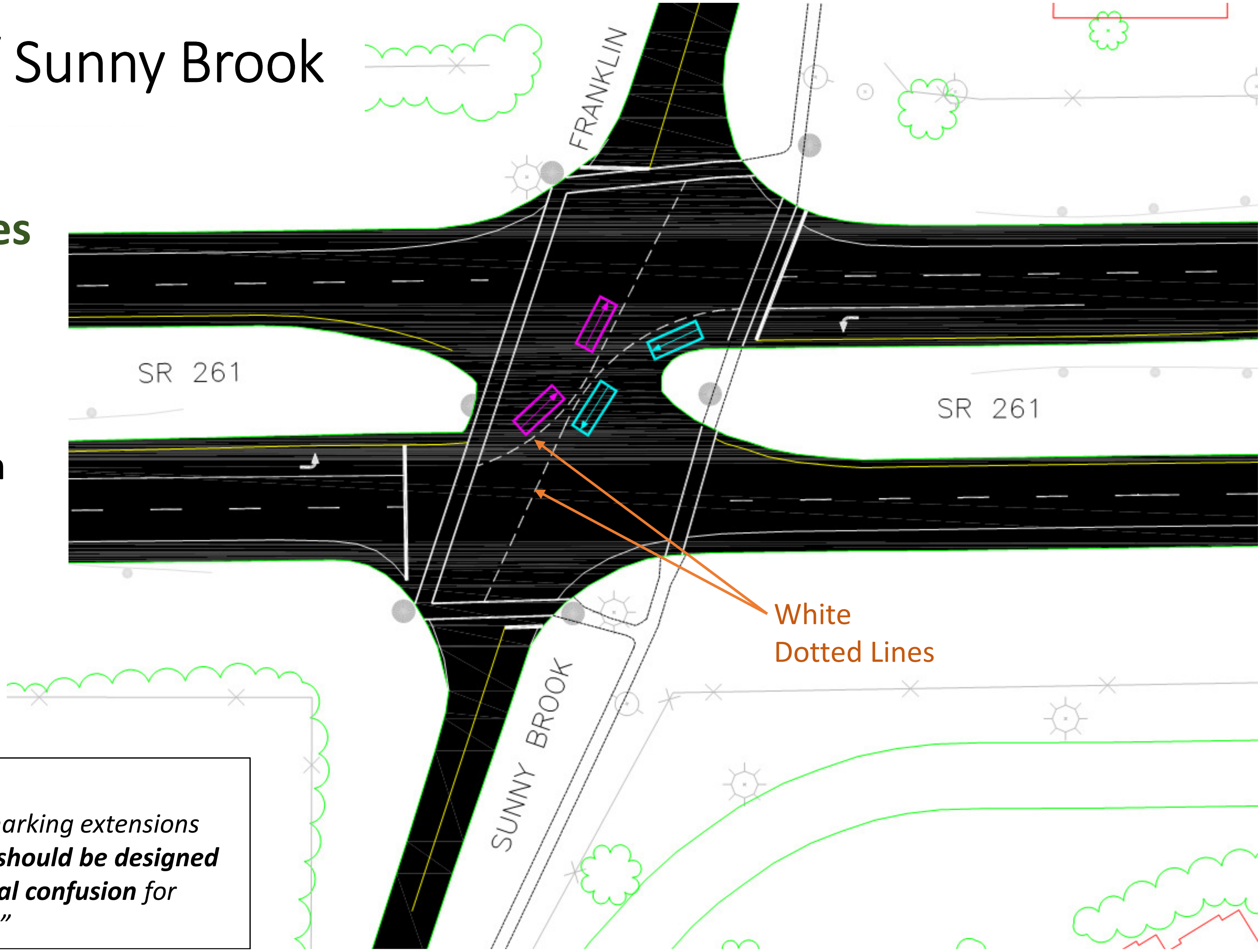


SR 261/Franklin/Sunny Brook

- November, 2016 Referral – Vehicular Issues
  - Countermeasures Investigated
    - Adding Dotted Lines
    - Adjust “Yellow” and “Red” timing
    - Adjust Signal Phasing
    - Address Intersection Size and Vehicle Speeds

SR 261/Franklin/ Sunny Brook

- Countermeasure - **Adding Dotted Lines**



Issues Countered

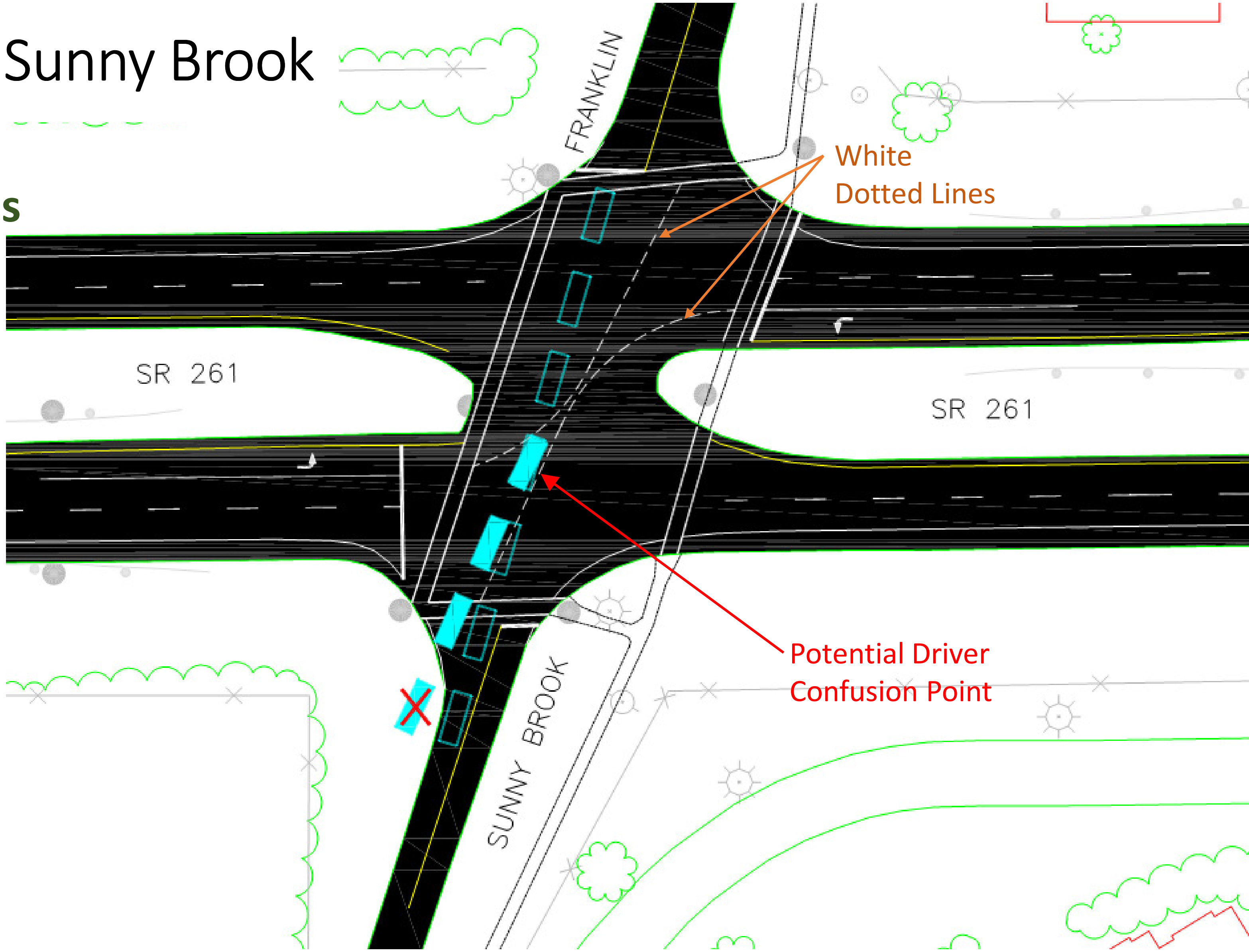
- No crash types
- Opposing Left Turn Driver Confusion

OMUTCD Manual:

"To the extent possible, pavement marking extensions [dotted lines] *through intersections* ***should be designed in a manner that minimizes potential confusion*** *for driver in adjacent or opposing lanes."*

SR 261/Franklin/ Sunny Brook

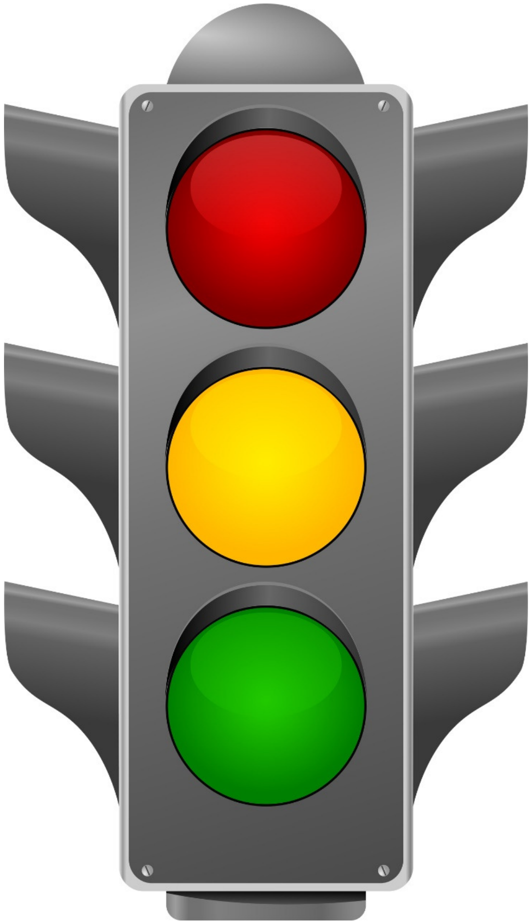
- Countermeasure -
  Adding Dotted Lines




Sunnybrook
Google
CONCLUSION – NO CHANGE
RECOMMENDED

SR 261/Franklin/ Sunny Brook

- Countermeasure – **Adjust “Yellow” & “Red” Timing**

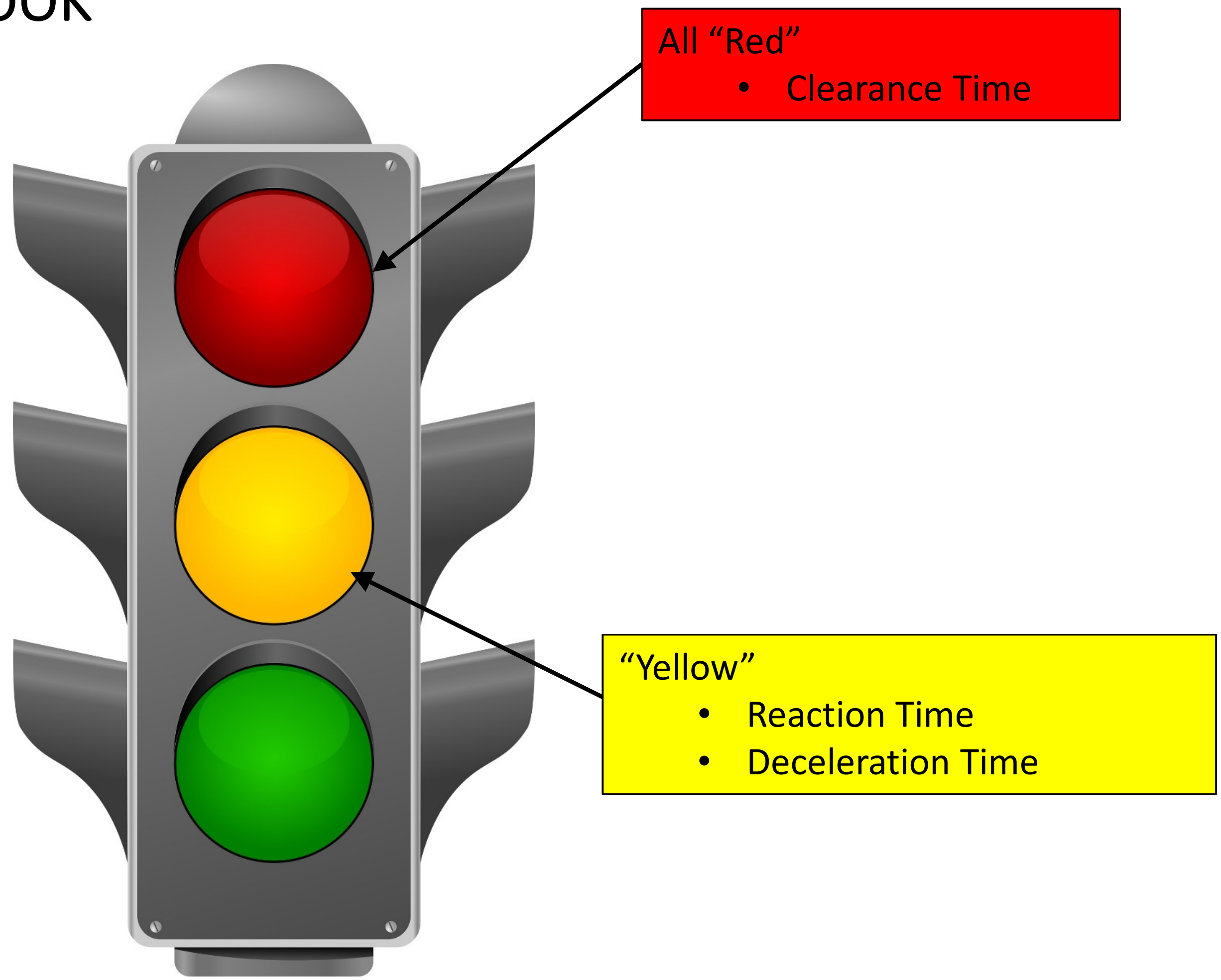


Issues Countered

- Ran Red Light Crashes

SR 261/Franklin/ Sunny Brook

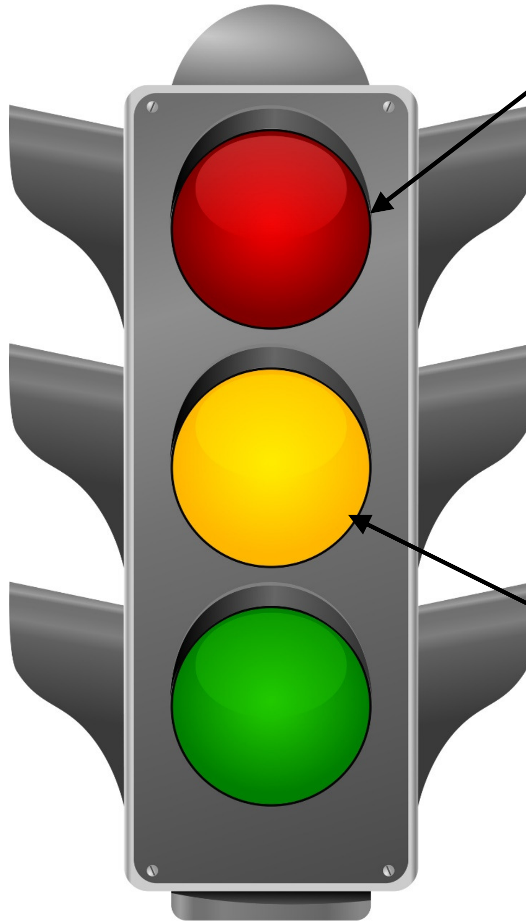
- Countermeasure – **Adjust “Yellow” & “Red” Timing**
  - Phase Change Interval
    - Reaction Time
    - Deceleration Time
    - Clearance Time
  - Reaction Time (1 sec)
  - Deceleration Time
    - Approach Speed
    - Deceleration Rate
  - Clearance Time
    - Intersection Width
    - Length of Vehicle
    - Approach Speeds



SR 261/Franklin/ Sunny Brook

- Countermeasure – **Adjust “Yellow” & “Red” Timing**
  - Phase Change Interval
    - 5.21 sec – 6.44 sec
    - Current timing – 6.5 sec ✓

All “Red”
- Clearance Time



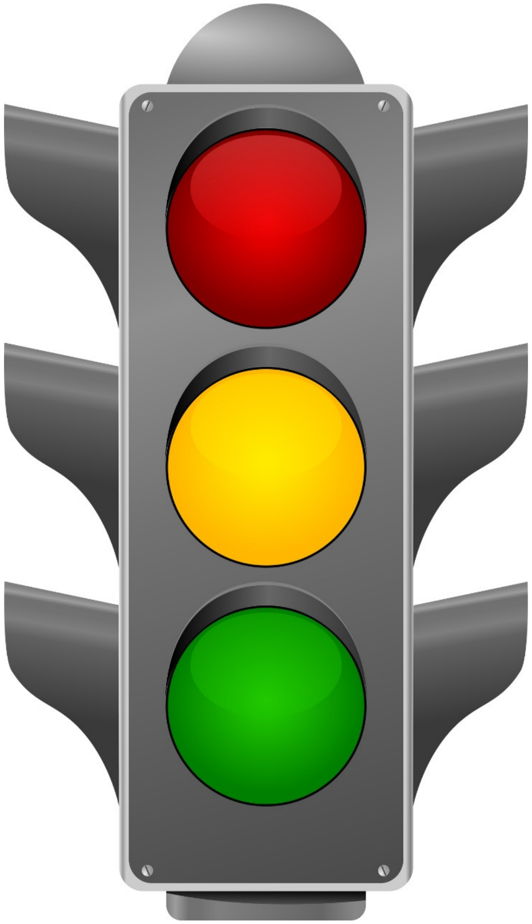
“Yellow”
- Reaction Time
- Deceleration Time

ITE Manual:
“Change intervals greater than 6 seconds should be examined critically to ensure need before being implemented.”

CONCLUSION – NO CHANGE RECOMMENDED

SR 261/Franklin/ Sunny Brook

- Countermeasure – **Adjust Signal Phasing**



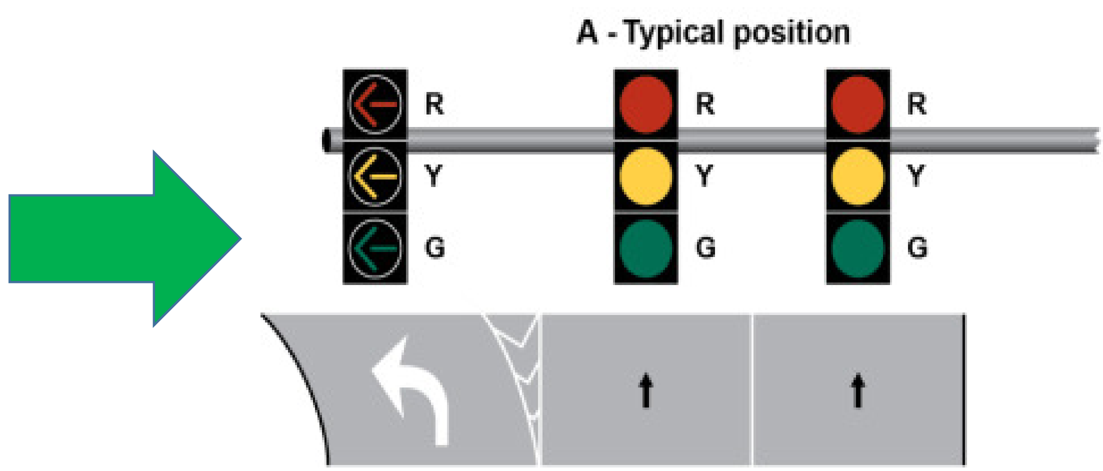
Issues Countered

- Angle Crashes

SR 261/Franklin/ Sunny Brook

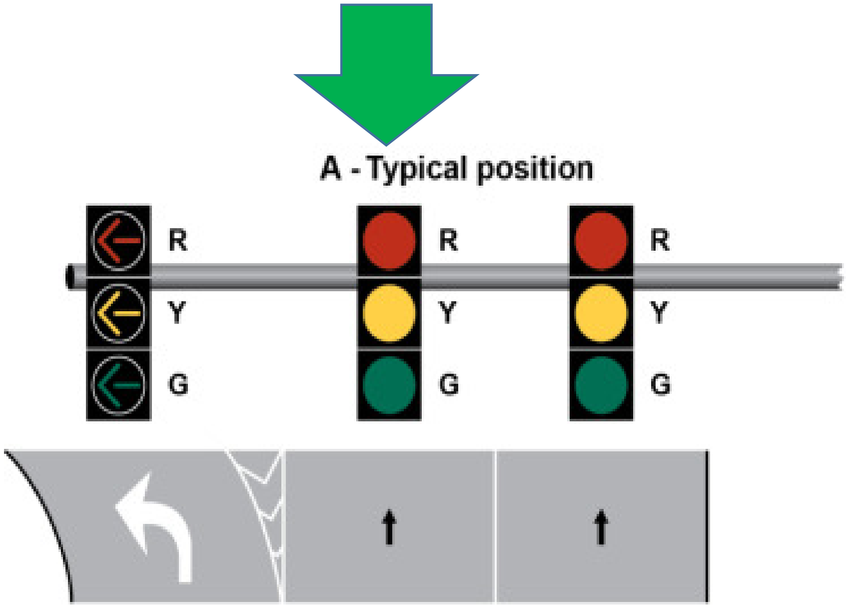
- Countermeasure – **Adjust Signal Phasing**
  - Protected Left Turn Phase **ONLY**

Level of Service Impacts
Existing – LOS C (26.6 sec)
New – LOS C (28.7 sec)



SR 261/Franklin/ Sunny Brook

- Countermeasure – **Adjust Signal Phasing**
  - Changes….
    - Additional Signal Heads
    - New Span Wire
    - New Strain Poles
    - New Wiring
    - **Total Cost - $85,000 per intersection**



CONCLUSION – NO CHANGE RECOMMENDED

SR 261/Franklin/Sunny Brook

- November, 2016 Referral – Vehicular Issues
  - Countermeasures Investigated
    - Adding Dotted Lines **- Intersection too wide**
    - Adjust “Yellow” and “Red” timing **- Speeds too high, Intersection too wide**
    - Adjust Signal Phasing **- Speeds too high, Intersection too wide**
    - **Address Intersection Size and Vehicle Speeds?**

SR 261/Franklin/Sunny Brook

- Countermeasure – **Address Intersection Size and Vehicle Speeds**

  - Other Intersections - Comparison
    - Summit/Depeyster – AADT 11,815
    - W. Main St/Mantua – AADT 12,270
    - Fairchild/Hudson Road – AADT 13,315
    - E. Main St/Depeyster – AADT 15,095
    - Haymaker Pkwy/Depeyster AADT 16,000

SR 261/Franklin/Sunny Brook – AADT 13,235

  - SR 261 Planning Study – Update ✓
    - AMATS Grant
    - MOU Executed
    - Consultant Selected/Under Contract
    - Citizens Advisory Committee – Start in April/May