THE CITY OF KENT, OHIO
COMMITTEE OF THE WHOLE
WEDNESDAY, SEPTEMBER 6, 2017

Mayor Fiala called the meeting of the Committee of the Whole of Kent City Council to order at 7:01 p.m.

PRESENT: **MR. JACK AMRHEIN, MR. MICHAEL DeLEONE, MR. GARRETT FERRARA, MR. JOHN KUHAR. MS. MELISSA LONG, MS. HEIDI SHAFFER, MR. ROGER SIDOTI, 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; MS. MELISSA BAKER, PUBLIC SERVICE DIRECTOR; MR. TOM WILKE, ECONOMIC DEVELOPMENT DIRECTOR; MR. DAVID COFFEE, FINANCE DIRECTOR; MR. JOHN IDONE, PARKS AND RECREATION DIRECTOR; MR. JIM BOWLING, CITY ENGINEER; FIRE CHIEF JOHN TOSKO; AND MS. TARA GRIMM, CMC, CLERK OF COUNCIL.**

ABSENT: **MR. ROBIN TURNER.**

There was 1 item on the Agenda.

1. Interviews for Boards, Commissions & Committees.

Mayor Fiala stated Council needs to review the six (6) applications currently on file and are not required to be re-interviewed. There are 2 Vacant positions needing to be filled: One (1) unexpired term commencing immediately through December 31, 2022 and one (1) full term commencing January 16, 2018 through December 31, 2023:

- Paul Sellman
- Michael Bruder
- David Hirt
- Justin Berthiaume
- Tad Brown
- Jeffrey Clapper

Mayor Fiala further explained that Council will not be voting on candidates this evening. Voting and appointment will take place at the next regularly scheduled Council meeting on Wednesday, September 20, 2017.

Hearing no further business before this Committee, Mayor Fiala adjourned the meeting at 7:03 p.m.

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Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:
1) NONE

THE CITY OF KENT, OHIO
COMMUNITY DEVELOPMENT COMMITTEE
WEDNESDAY, SEPTEMBER 6, 2017

Chair John Kuhar called the meeting of the Community Development Committee of the Kent City Council to order at 7:14 p.m.

PRESENT:	**MR. JACK AMRHEIN, MR. MICHAEL DeLEONE, MR. GARRETT FERRARA, MR. JOHN KUHAR, MS. MELISSA LONG, MS. HEIDI SHAFFER, MR. ROGER SIDOTI, 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; MS. MELISSA BAKER, PUBLIC SERVICE DIRECTOR; MR. TOM WILKE, ECONOMIC DEVELOPMENT DIRECTOR; MR. DAVID COFFEE, FINANCE DIRECTOR; MR. JOHN IDONE, PARKS AND RECREATION DIRECTOR; MR. JIM BOWLING, CITY ENGINEER; FIRE CHIEF JOHN TOSKO; AND MS. TARA GRIMM, CMC, CLERK OF COUNCIL.**
ABSENT:	**MR. ROBIN TURNER**

There were 3 items on the Agenda.

1. Receive the Downtown Parking Report

Mr. Ruller referred to Mr. Wilke and Mr. Bowling to present a Power Point Presentation update on downtown parking. ***(See Attachment #1).*** Council had multiple questions throughout the presentation.

Mr. Wilke stated this has been a collaborative effort between Mr. Bowling, Mr. Wicks, PARTA & himself. There were actually 221 meters installed which is slightly different than the amount reported on PowerPoint Slide #11. Mr. Bowling informed Council that the assessment methodology included talking to businesses on their perceptions on parking. Around Slide #19 on Rate Driven Utilization, Ms. Wallach asked what the rate was of businesses are who like metering. Mr. Wilke responded 75% of the businesses like the metering. Ms. Wallach felt some businesses have complained that they do not like the meters or feel like they have lost customers because of the meters. Mr. Wilke felt that was somewhat anecdotal. Mr. Bowling interjected the success of the business, their product and their turnover dictates their product sales. A hair salon appointment that takes 3 hours can be troublesome with a 2 hour parking limit at the meters. Mayor Fiala reminded everyone he proclaims free-parking on “Black Squirrel” Day and finds that it is usually the employees who park in front of the businesses. Ms. Wallach questioned the “free” parking space with the broken meter by Hometown Bank. She joked about “sprinkling” free parking meters throughout the City. It was explained that one meter had been stolen and the other was hit by a car. They both will be repaired if and when Council authorizes the installation of new parking meters later on the Agenda when Ms. Susel presents her information. During Slide #20, Mr. Bowling pointed out how Central Maintenance has been grading and repairing the Haymaker lot, which has greatly increased its physical condition. Mr. Bowling referred to Slide #25 & #26 where ALL City parking spots are available within a 5 minute walk, the 10 minute walkability contains parking in the residential areas as well, not just downtown. Mr. Sidoti asked if the parking spot count included the parking deck. Mr. Wilke responded “yes”. Mr. Bowling interjected that even during Beatlefest in February 2017, there were NO parking complaints. Ms. Shaffer would like to see us address event parking. Mr. Wilke reminded Council how our events grow every years, and parking has not seemed to be a problem. Mr. Bowling felt we do a very good job dealing with event parking and safety.

After the presentation was complete, there were still several questions. Mr. Amrhein questioned the Courthouse parking availability. Mr. Wilke explained the Courthouse lot is available after 5:00 p.m. and on weekends. Mr. Sidoti questioned the “free” bridge parking and if we feel that is at capacity. Mr. Wilke stated “yes, it is at capacity”. Mayor Fiala reminded Council that the bridge is actually County property and we have no control over the parking on the bridge. Mr. Bowling noticed that the parking utilization was reduced once you went around the corner; it is dark, there is no line of sight. Once the L.N. Gross Building and bike trail are complete, there will be better lighting and signage. Ms. Shaffer was concerned with the parking on Gougler having a perception of "blight". Mr. Bowling replied that "it could be", but is more a perceived safety issue. Some of the perceived safety issues are: Parking needs to be well lit, removed from fast moving traffic, mixed land uses, and a pleasant visual environment. At Slide #39, Ms. Shaffer asked about handing out updated parking postcards later on down the road as we expand. Mr. Wilke stated, yes we have done and will be doing that again. Ms. Wallach asked the final question of the evening "are we good with parking?" Mr. Bowling answered "we are at 85% and getting close to capacity". We are working on better signage and event parking. Mr. Wilke thanked Mr. Bowling for all of his patience with him while preparing the study and reports.

2. <u>Authorize the Proposed Parking Ordinance Change to Allow Installation of Parking Meters at the Kent Stage.</u>

Ms. Susel began by clarifying the parking meters are actually located on Depeyster between Main & Columbus. There are uneven challenges with the enforcement as they still have to revert to the tire chalking method for these spots. She referred back to Ms. Wallach's comment regarding the "free" parking spot with the missing meter and how it is cost prohibitive to repair just one post. Amending Chapter 358 will allow the missing one and the broken one to be replaced. She provided Clerk Grimm with a copy of the map containing both the new parking meter zone and the current zones. ***(See Attachment #2).***

Ms. Long questioned the "permit" parking in this area.

Ms. Susel explained the "permit" parking is not on Depeyster, it is actually on Columbus. The "permit" parking is a 2nd matter that is going to be considered by the Parking Action Committee. The Parking Action Committee will also be looking at "zone" parking. Ms. Long felt the street is not wide enough or built for 3 lanes. Ms. Susel stated she will have the lane sizing looked at.

Ms. Wallach jokingly clarified that that she was not requesting a new meter be installed in that spot.

Mayor Fiala questioned the buses that frequently get parking in those spots.

Ms. Susel commented that a variance for a valet parking zone who have to be applied for, then go through Council approval. They will no longer be allowed to park the buses there and will have the same rules as the hotel.

Mr. Ruller interjected that the owner of the buses is actually in support of the meters.

Ms. Susel reminded Council that it is up to the businesses staff to man the valet parking areas after they are given authorization by Council.

Mr. DeLeone asked exactly how many meters are being installed on this section of Depeyster.

Ms. Susel stated "11", we have them on hand and will be ordering 10 more for back-ups. A few others are out for repairs. The life expectancies of the meters is limited.

Ms. Long complained about valets using the handicapped metered spots to temporarily hold a vehicle.

Ms. Susel stated she will talk to the company regarding her concerns.

MOTION TO AUTHORIZE THE AMENDMENT TO CHAPTER 358 AND DECLARING AN EMERGENCY made by Mr. Sidoti seconded by Ms. Wallach, and CARRIED by a voice vote of 8-0.

3. <u>Authorize the Temporary Use of City Downtown Parking Lot by the Sustainability Commission to Display Environmentally Friendly Vehicles as Part of the KSU Sustainability Tour in Kent.</u>

Mr. Ruller referred to the members of the Sustainability Commission to discuss using a portion of the downtown City parking lot behind Panini's to display environmentally friendly vehicles at the KSU

Sustainability Tour. This parking lot has been a shared use parking lot in the past.

Ms. Julie Morris of 424 E. Summit St., Kent and member of the Sustainability Commission requested Council authorize the temporary use of the parking lot to better connect events with the University. G.E.O. tour, aka Green Energy Ohio, is a self-guided tour showcasing the utilization of renewable energy. The Sustainability Commission would like to use the parking lot behind Panini's for their cruise-in.

Ms. Judy Nelson of 337 Whetstone Drive, Kent explained the cruise-in will contain hybrid, electric and other vehicles which they would like permission to stage in the parking lot as a collaborative effort with Kent State and the High School for this tour. It is being held on October 1, 2017 from 1:00 – 4:00 p.m.
Ms. Wallach commented how she is impressed with all the ideas the Sustainability Commission has had.

There were no further comments from the audience or Council.

MOTION TO AUTHORIZE THE TEMPORARY USE OF CITY DOWNTOWN PARKING LOT BY THE SUSTAINABILITY COMMISSION TO DISPLAY ENVIRONMENTALLY FRIENDLY VEHICLES AS PART OF THE KSU SUSTAINABILITY TOUR IN KENT made by Ms. Wallach seconded by Ms. Shaffer and CARRIED by a voice vote of 8-0.

Hearing no further business before this Committee, Mayor Fiala adjourned the meeting at 8:23 p.m.

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Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

1) **AUTHORIZE THE AMENDMENT TO CHAPTER 358 AND DECLARING AN EMERGENCY.**
2) **AUTHORIZE THE TEMPORARY USE OF CITY DOWNTOWN PARKING LOT BY THE SUSTAINABILITY COMMISSION TO DISPLAY ENVIRONMENTALLY FRIENDLY VEHICLES AS PART OF THE KSU SUSTAINABILITY TOUR IN KENT.**

THE CITY OF KENT, OHIO
FINANCE COMMITTEE
WEDNESDAY, SEPTEMBER 6, 2017

Chair Michael DeLeone called the meeting of the Finance Committee of Kent City Council to order at 8:23 p.m.

PRESENT: **MR. JACK AMRHEIN, MR. MICHAEL DeLEONE, MR. GARRETT FERRARA, MR. JOHN KUHAR, MS. MELISSA LONG, MS. HEIDI SHAFFER, AND MR. ROGER SIDOTI.**

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; MS. MELISSA BAKER, PUBLIC SERVICE DIRECTOR; MR. TOM WILKE, ECONOMIC DEVELOPMENT DIRECTOR; MR. DAVID COFFEE, FINANCE DIRECTOR; MR. JOHN IDONE, PARKS AND RECREATION DIRECTOR; MR. JIM BOWLING, CITY ENGINEER; FIRE CHIEF JOHN TOSKO; AND MS. TARA GRIMM, CMC, CLERK OF COUNCIL.**

ABSENT: **MR. ROBIN TURNER AND MS. TRACY WALLACH**

There were 5 items on the Agenda.

1. <u>Authorize, accept & appropriate “Necessity and intent” to appropriate for the remaining unsigned parcel acquisitions for the SR43 Signalization Project.</u>

Mr. Ruller referred to Mr. Bowling who explained with the November 1, 2017 filing date deadline fast approaching, there are 3 parcels that will require “necessity and intent” for imminent domain. Details were included in the August 9th Memo which was updated on both August 23rd and August 28th Memos to the City Manager. All three of these properties are for temporary easements, which once the project is complete, will benefit from better driveway transitions and new sidewalks on their properties. Mr. Bowling listed the three property owners:

- South Water Properties, LLC, Inc.
- Morgan Nguyen Properties, Inc.
- Diane L. Roberts, Trustee of Diane L. Roberts Trust.

Mr. DeLeone questioned if all three of these properties can be authorized in one Motion.

Mr. Silver stated “yes.”

Mr. Ferrara questioned if one of these property owners is the same owner we paid a large sum of money to for their property.

Mr. Bowling commented “yes, $90,000.00”.

Mr. Ferrara then commented about being “good neighbors”.

Mr. Bowling informed Council that the property owner is “upset” and therefore the lack of response is causing the need for imminent domain for a temporary easement.

Mr. DeLeone then referred to the audience and back to Council; no one had any questions.

MOTION TO AUTHORIZE, ACCEPT & APPROPRIATE "NECESSITY AND INTENT" TO APPROPRIATE FOR THE REMAINING UNSIGNED PARCEL ACQUISITIONS FOR THE SR43 SIGNALIZATION PROJECT WITH AN EMERGENCY CLAUSE made by Mr. Kuhar, seconded by Mr. Ferrara. The motion CARRIED by a voice vote of 7-0.

Mr. DeLeone moved onto the next item.

2. Approve the settlement with one property owner for an additional $675 for the SR43 Signalization Project.

Mr. Bowling commented that the next 2 items are the same, but with different property owners. The fair market value of S&M Initiative property is $325.00 according to the federal right-of-way acquisition process and is required to use federal funds. 80% is paid by the federal funds, 15 % by state funds and 5% by us.

Ms. Shaffer questioned why they feel their property value is worth more.

Mr. Sidoti asked for clarification that we would only be paying 5% of the $1,000.00 total they are requesting.

Mr. Bowling stated Mr. Sidoti was correct, and then answered Ms. Shaffer's question. Administrative settlement will keep us out of Court, as the "feds" do not get involved in the process of requesting these small amounts.

Mr. Silver interjected that if we do not resolve and agree to the administrative settlement, we end up paying 100% of all the attorney fees, etc., in addition to the settlement, if we go to Court.

Mr. DeLeone then referred to the audience and back to Council; no one had any questions.

MOTION TO APPROVE THE SETTLEMENT WITH S & M INITIATIVES, LLC FOR AN ADDITIONAL $675 FOR THE SR43 SIGNALIZATION PROJECT WITH AN EMERGENCY CLAUSE made by Mr. Kuhar, second by Mr. Ferrara. The motion CARRIED by a voice vote of 7-0.

3. Approve the settlement with one property owner for an additional $430 for the SR43 Signalization Project.

Mr. Bowling stated this is the same as the previous item except this includes both a temporary easement and a permanent easement. The permanent easement is for the area where the signalization pole will be placed.

Mr. DeLeone then referred to the audience and back to Council; no one had any questions.

MOTION TO APPROVE THE SETTLEMENT WITH 1341-1343 SOUTH WATER STREET, LLC FOR AN ADDITIONAL $430 FOR THE SR43 SIGNALIZATION PROJECT WITH AN EMERGENCY CLAUSE made by Mr. Kuhar, seconded by Mr. Amrhein. The motion CARRIED by a voice vote of 7-0.

4. Authorize the Proposed 2017 Budget Appropriations Amendment.

Mr. Coffee respectfully asked Council to approve the budget appropriations amendment as presented in the memo dated August 29, 2017 in City Manager's Communications. A copy of the City Manager's Communications is on file in the Clerk's Office.

Ms. Long questioned the 4th paragraph of the Memo and who is our "community liaison".

Ms. Susel clarified for Ms. Long that Pete Mahoney is our liaison, he starts tomorrow and is paid through a temp agency. The requested budget amendment is for the ability to pay an intern for up to 35 hours until a position allocation is approved by Council.

Mr. DeLeone then referred to the audience and back to Council; no one had any questions.

MOTION TO AUTHORIZE THE PROPOSED 2017 BUDGET APPROPRIATIONS AMENDMENT WITH AN EMERGENCY CLAUSE made by Mr. Kuhar, seconded by Mr. Amrhein. The motion CARRIED by a voice vote of 7-0.

5. Authorize the Acceptance of City Tax Amounts and Rates for FY 2018 and Certify Those Levies to the County Auditor.

Mr. Coffee referred to his memo dated August 29, 2017 in City Manager's Communications. A copy of the City Manager's Communications is on file in the Clerk's Office where he is requesting Council's authorization and acceptance of various property tax levies. This is an annual housekeeping item.

Council nor the audience had any questions.

MOTION TO AUTHORIZE THE ACCEPTANCE OF CITY TAX AMOUNTS AND RATES FOR FY 2018 AND CERTIFY THOSE LEVIES TO THE COUNTY AUDITOR WITH AN EMERGENCY CLAUSE made by Mr. Kuhar, seconded by Mr. Amrhein. The motion CARRIED by a voice vote of 7-0.

Hearing no further business before this Committee, Chair DeLeone adjourned the meeting at 8:43 p.m.

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Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

1) **AUTHORIZE, ACCEPT & APPROPRIATE "NECESSITY AND INTENT" TO APPROPRIATE FOR THE REMAINING UNSIGNED PARCEL ACQUISITIONS FOR THE SR43 SIGNALIZATION PROJECT WITH AN EMERGENCY CLAUSE.**
2) **APPROVE THE SETTLEMENT WITH S & M INITIATIVES, LLC FOR AN ADDITIONAL $675 FOR THE SR43 SIGNALIZATION PROJECT WITH AN EMERGENCY CLAUSE.**
3) **APPROVE THE SETTLEMENT WITH 1341-1343 SOUTH WATER STREET, LLC FOR AN ADDITIONAL $430 FOR THE SR43 SIGNALIZATION PROJECT WITH AN EMERGENCY CLAUSE.**
4) **AUTHORIZE THE PROPOSED 2017 BUDGET APPROPRIATIONS AMENDMENT WITH AN EMERGENCY CLAUSE.**
5) **AUTHORIZE THE ACCEPTANCE OF CITY TAX AMOUNTS AND RATES FOR FY 2018 AND CERTIFY THOSE LEVIES TO THE COUNTY AUDITOR WITH AN EMERGENCY CLAUSE.**

THE CITY OF KENT, OHIO
STREETS, SIDEWALKS, AND UTILITIES COMMITTEE
WEDNESDAY, SEPTEMBER 6, 2017

Chair Roger Sidoti called the meeting of the Streets, Sidewalks, and Utilities Committee of Kent City Council to order at 7:03 p.m.

PRESENT: **MR. JACK AMRHEIN, MR. MICHAEL DeLEONE, MR. GARRETT FERRARA, MR. JOHN KUHAR, MS. MELISSA LONG, MS. HEIDI SHAFFER, MR. ROGER SIDOTI, 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; MS. MELISSA BAKER, PUBLIC SERVICE DIRECTOR; MR. TOM WILKE, ECONOMIC DEVELOPMENT DIRECTOR; MR. DAVID COFFEE, FINANCE DIRECTOR; MR. JOHN IDONE, PARKS AND RECREATION DIRECTOR; MR. JIM BOWLING, CITY ENGINEER; FIRE CHIEF JOHN TOSKO; AND MS. TARA GRIMM, CMC, CLERK OF COUNCIL.**

ABSENT: **MR. ROBIN TURNER**

There was 1 item on the Agenda.

1. Authorize the Renewal of the Sidewalk snow removal/Clearing Services for SR43 and SR59 for 2017-18.

Mr. Ruller commented on Ms. Baker and Mr. Idone's request of Council to consider the renewal of the sidewalk snow removal services agreement for the 2017-18 snow season. The sidewalk snow removal program began as a pilot in the 2015-16 season and Council renewed it for the 2016-17 season. Snowfall in the last 2 seasons has not been particularly heavy but the service has successfully been used to keep sidewalks clear on SR43 and SR59. He recommends the renewing of the service at a cost of $16,500, which is the same as 2016-17.

Ms. Baker explained to Council how the sidewalk plow went out 8 times last year and did an excellent job. Some plow adjustments were made, and they were most successful at keeping the sidewalks clear when there was 2-4 inches of snow accumulated.

Mr. DeLeone stated he would like our plow drivers to angle the plow to avoid covering the sidewalks. The drivers can be careful when plowing.

Ms. Baker stated yes, and she will talk to the drivers more about plow angling.

Mr. Kuhar asked for a proportional cost breakdown with Parks and Recreation. He also would like to see Franklin Avenue added to the plowing route.

Ms. Baker stated she can provide that and explained how the current routes take 8 hours or more into the next day to complete, they also have to deal with ice buildup. There is only 1 piece of equipment and so many hours to plow the sidewalks.

Mr. Kuhar would like to see if a formula can be worked out to incorporate an extra street if there is time.

Ms. Long questioned the clearing of the bike trails.

Ms. Baker commented that 4-5 feet wide of the bike trails are cleared v. the full 7 feet width.

Mr. Ruller reminded Council that they are open to the concept of adding additional areas for plowing, and there has to be some common ground as each member of Council has a different preference. Remaining diligent in reminding residents to keep their sidewalks clear seem to work the best.

Ms. Shaffer asked if we have any kind of partnership with Franklin Township on the east side of town.

Ms. Baker stated we stop plowing the sidewalks at our border.

Ms. Susel interjected that most of those properties are commercial and it is the responsibility of the landscaping companies to keep the sidewalks clear.

Mr. Sidoti referred to the audience who did not have any comments.

MOTION TO AUTHORIZE THE RENEWAL OF THE SIDEWALK SNOW REMOVAL/CLEARING SERVICES FOR SR43 AND SR59 FOR 2017-18 WITH AN EMERGENCY CLAUSE made by Ms. Shaffer, seconded by Ms. Wallach.

Mr. Sidoti referred back to Council for comments.

Ms. Shaffer commented on how she is pleased with the program. She has heard from many people how helpful this program is. We do not need pedestrians collide with traffic in bad weather.

Ms. Wallach would like to see a comprehensive snow removal plan; this is just the 1st step.

Mr. Kuhar would be happy if it never snowed again.

Motion CARRIED by a voice vote of 8-0.

Mayor Fiala added that the complaints of tree uproots on the sidewalks are definitely not good for the snowplow.

Ms. Baker agreed.

Hearing no further business before this Committee, Chair Sidoti adjourned the meeting at 7:14 p.m.

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Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

1) **AUTHORIZE THE RENEWAL OF THE SIDEWALK SNOW REMOVAL/CLEARING SERVICES FOR SR43 AND SR59 FOR 2017-18 WITH AN EMERGENCY CLAUSE.**