



AGENDA

January 21, 2021 5:30PM

Due to the COVID – 19 pandemic, this meeting will be held virtually using the Zoom platform.

I. Call to Order

II. Roll Call

III. Minutes from December 17, 2020

Minutes from January 5, 2021

IV. Personal Appearances

V. Correspondence

A. Incoming

1. Rhonda Hall Brady's Leap Project Funding Increase*
2. Rhonda Hall Brady's Leap Project Funding Repayment*
3. Peter Orlando Day*
4. Donation Susan & Doug Smith
5. Donation Jim & Nancy Arthur in memory of Charlie Beckwith
6. Christenson Charitable Foundation KPR Beautification Program
7. Tim Wunderle letter to the KPR Board
8. Quarterly Parks Report

* These items were emailed to the board 12/17/20 they are included now to be put on record.

VI. Staff Reports

- A. Monthly Revenue
- B. Monthly Expenditures
- C. Park Report
- D. Recreation Report
- E. Interim Director Report
 1. Portage Bike and Hike Trail Funding Review and Update
 2. OPRA Director Search
 3. Park Fees 211 Franklin Ave
 4. Parks and Rec Fee Moratorium Extension

Kent Park and Recreation
December 17, 2020
Zoom Meeting 5:30

Members Present:

Peter Orlando
Jake Ferlito
Neil Dukes
Kathleen Wiler
Debbie Smeiles

Staff Present:

Kevin Schwartzhoff
Sam Tuttle
Megan Johns
Karen Magilavy

Melanie Baker
Suzanne Sternnock

Council Liaison

Gwen Rosenberg

The meeting was called to order at 5:34. Nancy is unable to attend. Beginning in January There will be one new board member, Steve Mitchell (4 years) and Kathleen Wiler (5 years) will continue for another term. Everyone introduced themselves to Melanie. **There was an executive session on December 7 and those minutes along with the regular November minutes have been included with the board packet. There were no corrections. Jake moved to accept the minutes and Neil seconded, there was no more discussion and the motion passed unanimously.**

Personal Appearances None

Correspondence

Incoming none

Outgoing none

Revenue There are no questions.

Expenditures There are no questions.

Park Report It took the crew about a week to remove the observation deck at Brady's Leap. Sam has removed all the trees that needed to be removed except for one maple that Sam would like to keep. Brad at CM loaned us a chipper so we removed the trees very quickly and this is where the new trail is going to go.

Recreation Report Youth basketball has been postponed will restart in January. We had 134 runners in the Turkey Trot. The Photo Contest top 3 winners were announced and received prizes. We had our annual planning meeting on Tuesday, we came up with some more activities; art programs enrichment programs and our preschool numbers are low hopefully we can get more preschoolers. Today was our last day of Pandemic Care, we had to close and are not running our Winter Wonderland because we had staff with covid. The schools are now fully remote. In the Pandemic child care we had lots of zoom classes and staff running the classes. They had the best care and got a lot of school work done. Megan is very sad to close. We will start back with the 2 day cohorts starting in January. Pete thanked Nancy and Megan for keeping us compliant during this tough time.

Director Report

1. Kevin asked the board to accept his letter of resignation. Suzanne said because Kevin has already retired once he can retire or resign. **Debbie made a motion to accept Kevin's letter of resignation/retirement. Neil seconded and there was no discussion and motion passed unanimously.**

2. The director search will be done by OPRA (Ohio Parks and Recreation Association) at a cost of 12,000 half to be paid for by the city and half by P&R. They will have applications from around the whole state. **A motion was made by Neil to accept the contract with OPRA for the Director search. Jake seconded** and Kevin has done the purchase order and it will come out of the tax levy line. The contract will start and run for 8 weeks. They will narrow it down to 3 finalist. This will eliminate those who are not qualified. They will provide a lot of information to the board. They will start as soon as he contacts the board. Woody from OPRA does a good job of recruiting. He has received the job description and questions used at the last job hunt. We had many applicants last time many who were not qualified. Woody did email Suzanne and would like to all meet together. There will be an executive session before the next board meeting. He has received the job description from 2019 from Suzanne. There are open meeting rules we have to comply with; if you have a quorum you must have open meeting regarding any action or voting taken. It has to be a public meeting Suzanne will work with Karen to set it up. The search will start after the board meets with him. Everyone will get a copy of the job description before the meeting. Kevin will be gone next Wednesday and can send out the info, he will meet with Suzanne. Pete's term doesn't expire until the 19th he will help, but by the next board meeting he will not be on the board. New officers will have to be elected in January: Chairman and Vice-Chairman. Melanie recommends after the Holidays many office will be closed and people not available. **After the discussion, vote was held and all were in favor.** Melanie is interim director and is looking forward to looking working with the staff and will be a good transition period. Nancy will do board packets and Melanie has worked with Nancy and Sam.
3. Kevin emailed more info to the board today. The budget John Idone set up 4 years ago and the prices and project has changed: the Brady Leap Project includes stairs, signage and the overlook. The JD Williams comes in at \$1,800,299 and the alternate bid is for lighting. The trail will need lights and the city will increase the project funding for lighting. It did not qualify for the grant because it was a widening of the trail not a new trail. The city will front the department \$460,000 and Parks & Rec will have to pay it back over time. The next bond issue may include the amount in the next 2 year. **Board to approve the budget for Brady Leap Trail Project of 1.46 million and the project to begin in March. It will be one of the nicest trail projects in Ohio. Pete said the design is very attractive and inviting. Debbie moves to accept the budget and Kathleen seconds and no further discussion at this time, but there will be public meetings to present the project and all were in favor and the motion passes unanimously.**
4. Pete we will miss you and reserve the right to call you for your knowledge on all things parks and recreation. Karen shows the plaque on zoom. Pete will continue volunteering with P&R such as the info booth at Art in the Park. David Dix will have a feature on Pete in this Sunday's paper. Pete thank you for all you've done. Debbie thanked Pete for his great legacy! He will be available just let him know.

Meeting adjourned at 6:15



Special Park Board Meeting Minutes

January 5, 2021 6:00 p.m. - Zoom

Due to the COVID – 19 pandemic, this meeting will be held virtually using the Zoom platform.

Chairman Orlando called the meeting to order at 6:07 p.m.

Roll Call: Debbie Smeiles, Pete Orlando, Jake Ferlito, Neil Dukes, Kathleen Wiler.

Others Present: Board Elect Steve Mitchell, Gwen Rosenberg, Council Liaison,
Suzanne Stemnock, Human Resource Director,
Melanie Baker, Interim Parks and Recreation Director.

Mr. Orlando, began by reminding everyone of the next board meeting on January 19th and that the Vice Chairman Debbie Smeiles will call the meeting to order. He further stated that they must vote on a Chairman, Vice Chairman and Secretary.

Mr. Orlando then asked that when they go into executive session if when people wanted to talk to please raise their hands, so that he could recognize them to speak.

Mr. Orlando asked for a motion to go into executive session:

In accordance with ORC 121.22Section G, Item (1): "To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official."

Ms. Debbie Smeiles, made the motion to go into executive session as read. Seconded by Ms. Kathleen Wiler. A verbal vote was taken. Smeiles – yes, Orlando – yes, Ferlito – yes, Dukes – yes, Wiler – yes.

Motion passed unanimously.

At 6:15 p.m. the Board began the executive session.

At 7:20 p.m. the Board came out of executive session.

Ms. Kathleen Wiler made a motion to amend the Parks and Recreation job description as follows:

Page 4 under Special Requirements, paragraph 2, last sentence should read:

"Certified Park and Recreation professional (CPRP) certification from the National Recreation and Park association is preferred."

The items of "required within twelve (12) months of employment." is to be removed.

Seconded by Mr. Jake Ferlito. Motion passed unanimously.

Ms. Stemnock will make the changes to the job description and send to Mr. Woodward.

Meeting adjourned at 7:25 p.m.

Respectfully submitted:

Melanie A. Baker,
Interim Service Director

CITY OF KENT
DEPARTMENT OF PUBLIC SERVICE
DIVISION OF ENGINEERING

MEMO

TO: Rhonda Hall

FROM: Jim Bowling *JSB*

DATE: December 14, 2020

RE: The Portage - Brady's Leap Segment – Project Funding

The Service Department and Parks and Recreation Department are requesting \$460,000 to be added to the 2021 budget for the construction of The Portage Bike & Hike Trail – Brady's Leap Segment. The funding is required for the following:

- \$220,000 for the construction contract (\$1 million already included in the 2021 budget)
- \$120,000 for contingencies during construction
- \$120,000 for construction inspection services

The primary reason for the increase in money needed is that the Parks and Recreation Department was planning on obtaining a \$400,000 grant from the ODNR Clean Ohio fund for the trail, but found out that the project did not qualify, because it was a trail widening, not a new trail. In addition, the construction inspection is unable to be completed in house because staff capable of inspecting this project is already committed to inspecting North Water Street (existing federally funded project), which was delayed due to COVID-19.

This project has been planned for the last 5-years with bids for construction received on December 9, 2020. The bids came in 15% under the engineer's opinion of probable construction costs. We have entered into an agreement with the grant funding sources to have construction for this project started at this time. If the project were delayed, future grant applications would be negatively impacted from this project.

C: Kevin Schwartzhoff
Melanie Baker
Brian Huff
Cathy Wilson
Rhonda Boyd

Hall, Rhonda

Wed, Dec 16,
4:04 PM (20
hours ago)

to me, Hope, Dave, Melanie, James, Brian

Kevin,

I wanted to let you know the steps we at City Hall are taking in order to be able to get this project signed and started.

- 1) Since P&R does not have enough funding and didn't have enough budgeted for approximately \$460,000, we at City Hall have amended our Capital Fund budget in 2020 for this \$460,000 with the thought that,
- 2) The funds will have to be reappropriated in 2021 and if the P&R Fund has enough money at some point in 2021 the appropriation will properly be moved to the P&R Fund and removed from the Capital Fund (301) budget.
- 3) If the payments end up getting paid from the Capital Fund, the P&R Fund will be responsible for reimbursing the Capital Fund/City for any amount paid on their behalf.
- 4) The City is going out for a bond issue in 2021 and I will be checking to see if we can have an additional amount added to this issue but it would be strictly for P&R to use to pay the City back for any amount of money we had to pay on behalf of P&R for the Brady Leap project. P&R would then be responsible for a number of years for the payment of the principal and interest due for their portion of the debt issue.

I thought I would give you this information so you could either inform your Board at your next meeting or to forward this email to them for discussion. Thank you in advance.

--
Rhonda

Rhonda C. Hall, CPA
Budget & Finance Director
City of Kent
930 Overholt Road
Kent, Ohio 44240

WHEREAS, Peter Orlando's distinguished career for the Parks and Recreation Board is concluding with his decision to retire from the Board after contributing over 26 years of service to the Kent community; and

WHEREAS, Peter Orlando has been a trailblazer throughout his time on the Board by sharing his knowledge regarding multiple park, trail and facility improvements; and

WHEREAS, Peter Orlando has been a mentor and transformative leader to many members on the Parks and Recreation Board and Department, volunteering much of his time; and

WHEREAS, Peter Orlando's practical experience, exceptional judgment, and leadership has earned the respect of his colleagues, contributing to all aspects of the Parks and Recreation Department; being involved in the hiring of four unclassified staff members as well as working directly with the Director of Parks and Recreation Department; and

WHEREAS, it is a source of great local pride that Peter Orlando has coached soccer, softball, and baseball and volunteered at events such as the Turkey Trot and Art in the Park; and

WHEREAS, on the occasion of his retirement, the Kent City Council wish to honor Mr. Peter Orlando's contributions to the Kent community by celebrating December 17, 2020 as Peter Orlando Day in Kent.

Now, Therefore, I, Jerry T. Fiala, Mayor and President of the Kent City Council do hereby recognize Mr. Peter Orlando, and express appreciation for his many years as a devoted member and chairperson of the Parks and Recreation Board and engaged community leader.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Kent to be affixed this 17th day of December, 2020.

Jerry T. Fiala



497 Middlebury Rd. Kent OH 44240 (330) 673-8897 fax (330) 673-8898
kentparksandrec.com

MEMO

TO: Dave Ruller, City Manager
Hope Jones, Law Director
Rhonda Hall, Finance Director

FROM: Melanie Baker, Interim Parks and Recreation Director

DATE: January 6, 2021

RE: Kent Parks and Recreation Donation –
Henry V and Frances W. Christenson Foundation

Kent Parks and Recreation Department has received a donation in the amount of one thousand five hundred dollars (\$1,500.00) from the Henry V. and Frances W. Christenson Foundation for the 2021 Kent Parks and Beautification Program. These funds will be used to purchase annual flowers and trees in the parks this year.

The check has been forwarded to Budget and Finance and will be held until Council formally accepts this donation. Your attention to this matter is greatly appreciated.



497 Middlebury Rd. Kent OH 44240 (330) 673-8897 fax (330) 673-8898
kentparksandrec.com

MEMO

TO: Dave Ruller, City Manager
Hope Jones, Law Director
Rhonda Hall, Finance Director

FROM: Melanie Baker, Interim Parks and Recreation Director

DATE: January 6, 2021

RE: Kent Parks and Recreation Donation – Susan and Douglas Smith

Kent Parks and Recreation Department has received a donation in the amount of fifty dollars (\$50.00) from Susan and Douglas Smith of Berea Ohio in the name of their granddaughter Ivy Liedel, in appreciation for the wonderful work that the Parks and Recreation Department do each year.

The check has been forwarded to Budget and Finance and will be held until Council formally accepts this donation. Your attention to this matter is greatly appreciated.



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kentparksandrec.com

MEMO

TO: Dave Ruller, City Manager
Hope Jones, Law Director
Rhonda Hall, Finance Director

FROM: Melanie Baker, Interim Parks and Recreation Director

DATE: January 6, 2021

RE: Kent Parks and Recreation Donation – Jim and Nancy Arthur

Kent Parks and Recreation Department has received a donation in the amount of forty dollars (\$40.00) from Jim and Nancy Arthur of Kent Ohio, in memory of Charlie Beckwith.

The check has been forwarded to Budget and Finance and will be held until Council formally accepts this donation. Your attention to this matter is greatly appreciated.

Kent Parks and Rec Board

Thank you upfront if you are taking the time to read this.

I would hope that most or all of you know me. My ego isn't hurt if you don't, as I try to work behind the scenes; but I do think if you sit on this board you should know the people in the department you represent. Why I think you should know me...last year during severe Covid restrictions our little group was able to recreate in the neighborhood of 30,000 peoples, of all ages...and we seemed to do it safely. Not bragging by any means, in fact it might have been crazy, it might have been wrong; but we were able to bring quite a bit of normalcy to our troubled world. It wasn't easy; we took a risk, and a lot of flak; for masking and separating people. I never worked so hard at trying to save lives...but somehow we got it done. I am not sure I would do it again seeing how the country is now; definite benefits on both sides of the argument.

We are pretty good at what we do, with what we have. The 30,000 people figure comes from roughly 800 to 1,000 games with 25 to 40 people at each game. There are practices and rentals that add to these numbers; but that gives you a figure to work with. We pretty much do that year in and Year out. I have been a part of this for decades. Our group organizes and conducts the baseball and softball programs. Another way to look at that games and peoples figure; is that we organize 1,500 hours or so of fun in our neighborhoods...and we do that every year as the headcount is somewhat consistent.

When I started helping out with the program it was by far the flagship our department. In fact the Parks and Rec department pretty much was created out of the baseball program that Walt Kramer and his friends grew...everyone played baseball. The times have changed in the last couple decades; soccer and lacrosse rightfully have made inroads. There was a calling for other sports and interests; and Nancy seeing that has implemented basketball, wrestling, karate, football, and a few others that come and go...cheerleading, golf, tennis, etc.

The point I am probably too slowly trying to make; is that the recreation part in

our title is a vibrant ever-changing, hands on part of our city's program...and I believe has been overlooked, by the city and the board, and taken for granted. I should know that, maybe I am wrong; but few get to compare as I have, especially when the last director stayed 27 years. I am guessing the average time spent as a parks and rec board member is maybe 6 years. I have been around this department...for nearly 50 years. I have played, coached, sponsored, umpired, sat on boards and committees'; or worked for Kent parks and rec for a very long time.

I have worked with Bill Steed, Steve Cress, Pat Moffit, Cecil Anderson, Rob Hutchinson, John Idone, Nancy Pizzino; and now Kevin. That doesn't make me right, smart, interesting, or a must to listen to; but it should give someone an idea that I just might possibly be one of those...at the very least, experienced. The title is Parks and Recreation...that has been a misnomer of late. The director for the last three decades has been very much a parks person with his focus on parks; and he did a pretty good job there. As far as the recreation end...we literally have had to beg for our end of things. Our baseball fields look basically the same as they did when I played on them 50 years ago. Our indoor facilities are almost non-existent; and we have to rely heavily on the schools. With that being said Nancy has tripled our programs and events...it's not unusual for 700 people to show up for a run or an Easter Egg Hunt; she has continually filled all sorts of activities. We recreate people! Someone should also have noticed that...but not sure you have. My letter hopefully is to enlighten and hopefully reinforce, or clarify if you have heard otherwise. I can only guess that from day care to the dozen sports and events that our office runs; not to mention any activity in the parks...thousands of our citizens are entertained.

Our office has few people but they are good people. It probably has close to 120 years of experience; yet to the best of my knowledge none of our persons were asked about whom or what would be a good next boss. I would think a good board would try to do that? Instead on the life changing decision of our last new boss; not only was our experience overlooked, just the opposite...a board member with what...one meeting under his belt felt more qualified than our 100 plus years...and cast a deciding vote...that hurt...necessitating this letter. The outcome has also confirmed that the process should at least be questioned.

What I am asking is, for sure use different guidance this time around. From the instant Kevin walked through the door it was clear he was not the man for the job...somehow you missed that. It isn't that we shunned him; we were willing and did reach out and try to work with him...it was him! If you are going to break the Cardinal Rule of not hiring from within; someone you know what you will get...you really need to get it right...you didn't.

If asked...I would have told you that you have an obvious candidate that you can make interim director for a year; and see if she can do the job. Where is the harm in that? You're neither guessing, nor asking someone to maybe move; change their lives and often times their families...for a maybe. Worst case scenario; you have the time to hire someone else if so needed. For sure Nancy has earned the chance. I believe it is truly one of, you can't see the forest for the trees moment. My 50 years' experience tells me if you did give Nancy the chance; that you won't do anywhere near as badly as your last candidate.

I have seen her effort and work, hence the need to write this letter. While I am at it I will give you another piece of advice you might not want. If you really paid attention to Kevin or talked with any of us; you would have figured out that Kevin did little or nothing. So just maybe you make Nancy interim give her \$20,000; hire a full time coordinator, like me, not me, for \$30,000...and save the city \$50,000 by not hiring a director at this point. It would be a better setup; and you might look pretty good to a city on a tight budget.

I would be pleased to meet you, answer any questions; anytime you wish.

Tim Wunderle

Sports coordinator - City of Kent.

A handwritten signature in black ink, appearing to read 'Tim Wunderle', written in a cursive style.

Quarterly Parks Report
From: Building Department
2020

Date	Address	Developer	Fee	Matching Funds
January	977 BRUCE DR	WAYNE HOMES	350.00	350.00
			350.00	350.00
February	1253 Cindy Circle	Classic Homes of Aurora	540.00	540.00
	912 Stonewater Dr	Wayne Homes	720.00	720.00
			1,260.00	1,260.00
March	NONE		0.00	0.00
			0.00	0.00
			0.00	0.00
First Quarter Totals:			1,610.00	1,610.00
Year-To-Date Totals:			1,610.00	1,610.00
April	NONE		0.00	0.00
May	NONE		0.00	0.00
			0.00	0.00
June 17th	1572 Elizabeth Court	Stewart Building	540.00	540.00
June 29th	1265 Cindy Circle	Wayne Homes	540.00	0.00
			1,080.00	540.00
Second Quarter Totals:			1,080.00	540.00
Year-To-Date Totals:			2,690.00	2,150.00
July	NONE		0.00	0.00
			0.00	0.00
August	232 E. School St	Wayne Homes	1,080.00	0.00
			1,080.00	0.00
September	NONE		0.00	0.00
Third Quarter Totals:			1,080.00	0.00
Year-To-Date Totals:			3,770.00	2,150.00
October	NONE		0.00	0.00
			0.00	0.00
November	NONE		0.00	0.00
			0.00	0.00
December			0.00	0.00
			0.00	0.00
Fourth Quarter Totals:			0.00	0.00
Year-To-Date Totals:			3,770.00	0.00

Kent Parks and Recreation Dept

Revenue Ledger

Journal Accounts	2020 Budget	December 2019	December 2020	YTD 2019	YTD 2020
Fees & Charges	\$349,386.00	\$6,676.00	\$3,078.00	\$309,149.00	\$161,188.00
Park Rentals	\$40,178.00	\$2,465.00	\$895.00	\$42,428.00	\$28,195.00
Sponsorships	\$7,996.00	\$0.00	\$0.00	\$7,996.00	\$10,425.00
KYBS Registration	\$29,688.00	\$0.00	\$1,425.00	\$29,688.00	\$27,113.00
KYBS Sponsors	\$4,970.00	\$0.00	\$0.00	\$4,970.00	\$3,625.00
Non-Res Fees	\$12,515.00	\$1,085.00	\$478.00	\$13,431.00	\$6,257.00
Fitness Center	\$39,118.00	\$2,863.00	\$1,488.00	\$41,896.00	\$21,442.00
Donations	\$10,750.00	\$3,300.00	\$0.00	\$14,050.00	\$12,996.00
Misc	\$28,484.00	\$138.00	\$326.00	\$28,622.00	\$50,818.00
Kids Club	\$386,211.00	\$32,450.29	\$5,308.00	\$373,199.00	\$225,495.00
TOTALS	\$909,296.00	\$48,977.29	\$12,998.00	\$865,429.00	\$547,554.00

Detail General Ledger Report

G/L Date Range 12/01/20 - 12/31/20

Vendor	Description	Invoice Date	Amount
The East Ohio Gas Co./Dominion Energy Ohio	2020 Citywide Heating Bills	12/04/2020	4,728.19
Ohio Edison Company	2020 Citywide Electric Bills	12/04/2020	5,914.45
Kent Water & Sewer	Water bill for the fitness center	12/11/2020	67.91
Kent Water & Sewer	Final Bills for Parks & Rec Dept.	12/24/2020	392.27
Kent Water & Sewer	water for Kramer Ball Field	12/24/2020	480.61
Ohio Edison Company	2020 Citywide Electric Bills	12/24/2020	5,081.90
Ohio Edison Company	2020 Citywide Electric Bills	12/31/2020	35,232.61
AT & T Corp.	2020 Citywide Phone Service	12/04/2020	559.19
Verizon Wireless Serv, LLC	2020 Citywide Cell Phones	12/18/2020	2,313.66
AT & T Corp.	2020 Citywide Phone Service	12/18/2020	1,320.13
AT & T Corp.	2020 Citywide Phone Service	12/24/2020	251.33
Aris Company	Porta Pot Rental	12/11/2020	69.60
Aris Company	Porta Pot Rental	12/31/2020	60.00
Cody F. Mulneix	2020 Adult Softball Fall Umpire	12/11/2020	25.00
Amy Gear	2020 KPR Fitness Center Instructor	12/11/2020	51.00
Geena Nicole Wiedlund	2020 KPR Fitness Center Instructor	12/11/2020	110.00
Megan Johns	Gym Membership Reimbursement	12/11/2020	63.30
Amy Gear	2020 KPR Fitness Center Instructor	12/24/2020	68.00
Geena Nicole Wiedlund	2020 KPR Fitness Center Instructor	12/24/2020	100.00
Patrick Kirby	Fall soccer ref	12/24/2020	30.00
Carter Foreman	youth basketball ref	12/24/2020	30.00
Stauffs Corporation/Aid Pest Control	2020 PEST CONTROL SERVICES	12/04/2020	25.00
Siefer electric, Inc	Electrical Services	12/04/2020	589.30
City of Kent/Vehicle Mnt Div.	Equipment Maintenance	12/18/2020	244.80
Republic Svcs of Ohio Hauling, LLC/Republic Waste	PARKS & REC TRASH PICKUP	12/04/2020	114.00
Republic Svcs of Ohio Hauling, LLC/Republic Waste	Trash Removal	12/04/2020	114.00
AT & T U-Verse	internet	12/04/2020	55.14
Ohio Xtreme Volleyball Club, LLC	2020 Youth Basketball League Fees (6 teams)	12/11/2020	2,250.00
SportsPilot, Inc.	2020 League Scheduler Fee	12/11/2020	40.00
Ohio Afscme Legal Care Plan	AFSCME Legal Care Plan 12/2020	12/11/2020	300.00

Detail General Ledger Report

G/L Date Range 12/01/20 - 12/31/20

Kevin Scott Trucking	Construction Dumpster	12/11/2020	450.00
Buzzoodle	2020 KPR Website host fees	12/11/2020	525.00
Charter Comm. Holdings, LLC/Spectrum	Citywide Fiber Internet Access Service for 2020	12/18/2020	899.00
Kevin Scott Trucking	Construction Dumpster	12/24/2020	450.00
Cintas Corp #310	2020 Citywide Uniforms and Rug Service	12/24/2020	1,970.68
Janitorial Services, Inc.	PARKS & RECREATION FACILITY CLEANING	12/31/2020	321.88
CDW Direct, LLC	IT - Adobe Acrobat Pro Licenses - Renewal	12/31/2020	4,247.27
Independence Office & Business Supply Co., Inc.	Parks & Recreation Office Supplies	12/18/2020	61.34
Independence Office & Business Supply Co., Inc.	Parks & Recreation Office Supplies	12/18/2020	105.90
Running Ritchie's Inc/Ritchies	302020 Recreation Uniform/equipment supplies	12/04/2020	789.60
Running Ritchie's Inc/Ritchies	302020 Recreation Uniform/equipment supplies	12/04/2020	2,377.30
JLE Parts, Inc.	Parts	12/04/2020	3.89
Kline & Kavali Mechanical	plumbing parts for parks & rec	12/04/2020	50.00
Lowe's Company Inc	Maintenance Supplies	12/11/2020	49.16
Lowe's Company Inc	Maintenance Supplies	12/11/2020	22.39
Adam Ray	Boot Reimbursement	12/11/2020	117.37
Running Ritchie's Inc/Ritchies	302020 Recreation Uniform/equipment supplies	12/18/2020	218.00
Running Ritchie's Inc/Ritchies	302020 Recreation Uniform/equipment supplies	12/18/2020	288.00
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	12/18/2020	13.38
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	12/18/2020	19.99
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	12/18/2020	17.58
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	12/18/2020	49.90
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	12/18/2020	4.99
Staples, Inc./Staples Contract & Com'l LLC	Cleaning Supplies	12/24/2020	566.45
Russell Heeman	Boot Reimbursement	12/24/2020	125.00
Running Ritchie's Inc/Ritchies	302020 Recreation Uniform/equipment supplies	12/24/2020	595.00
W.W. Grainger, Inc./Grainger	Maintenance Supplies	12/31/2020	82.00
Synchrony Financial/RFCs, LLC	2020 Recreation Supplies	12/31/2020	486.49
AA Blueprint Co., Inc	Purchase of 15 spec books & plans for project bidding	12/04/2020	855.58
Copley Ohio Newspapers, Inc./Gatehouse Media	Legal Ad; Advertisement for Bids, Nov 11 & 18	12/24/2020	173.35
Adam Tyjeski	COVID-19	12/24/2020	308.00

Detail General Ledger Report

G/L Date Range 12/01/20 - 12/31/20

Taryne Kunstar	COVID-19	12/24/2020	208.00
James Johnson	COVID-19	06/05/2020	64.00
Kent City Schools	2020 KKC Rent/Long Distance	12/04/2020	160.00
Synchrony Financial/RFCs, LLC	2020 KKC Supplies	12/04/2020	246.07
School Specialty, Inc	Dec. KKC '20: Supplies	12/11/2020	44.85
S & S Worldwide, Inc	Dec. KKC '20: Supplies	12/11/2020	45.00
Earlychildhood, LLC/Discount School Supply	Dec KKC '20: Supplies	12/18/2020	38.95
Synchrony Financial/RFCs, LLC	2020 KKC Supplies	12/31/2020	165.71
John Trifero	2020 Fitness Instructor	12/11/2020	51.00
Amanda C. Yarosik	2020 Fitness Instructor	12/11/2020	17.00
Glynis E. Palmisano	Fitness Instructor for 2020	12/11/2020	40.00
Christine Ann Cherkala	2020 Fitness Instructor	12/11/2020	51.00
Christina Drsek	2020 Fitness Instructor	12/11/2020	51.00
Amanda C. Yarosik	2020 Fitness Instructor	12/24/2020	17.00
Christina Drsek	2020 Fitness Instructor	12/24/2020	42.50
Christine Ann Cherkala	2020 Fitness Instructor	12/24/2020	68.00
John Trifero	2020 Fitness Instructor	12/24/2020	68.00
Glynis E. Palmisano	Fitness Instructor for 2020	12/24/2020	40.00
Synchrony Financial/RFCs, LLC	2020 KPR Fitness supplies	12/04/2020	36.63
Grand Totals			\$11,092.55



Parks Report January 2021

1. We have done snow removal as needed. City sidewalks are being done when snow reaches 2 inches.
2. We are covering up graffiti under the Haymaker Bridge.
3. We replaced a couple of high pressure sodium lights with LED lights.
4. We are waiting for the one ton truck ordered last year, should be here in the next couple of weeks.
5. We are doing some winter pruning in various parks.
6. We were able to get all the leaves done before the snow.

Recreation Department Report January 2021`

1. **Youth Basketball** - 2/3 grade basketball registration is open, the PYB league will be cancelled this year due to limited space but we will offer a Outdoor basketball league to all communities this summer.
2. **KYBS:** Registration for baseball and softball is open. Deadline is in February. Sponsorship forms are available to any Kent and surrounding communities.
3. **2021 Program Fees:** Attached are the 2021 Program Fees
Approval is required by board.
4. **Art In The Park Artists** - Food Vendors, Community Booths and Youth artist Applications will be open at the end of January.
5. **KPR Kidz Club and Preschool**

Babysitter's Training: The next training will take place Sat 1/16 at the Rec. We are full with 12 kids and 3 already registered for the next class. We are looking at possibly doing one class per month through May since

Child Abuse Prevention Training: This will take place on Sat 1/30 at the Roy H. Smith Shelter House. Currently, our KPR Kidz Club and Lil Learners Preschool staff are registered for this training, but it is still open

KKC Numbers: 29 Davey, 24 Rec = 53 Total. We had 3 students return this semester that have not been enrolled in our program since the start of the Pandemic in March. We were open early on Friday 1/8 to accom-

KENT PARKS AND RECREATION DEPARTMENT

2021 FEE CHART

CATEGORY

SPORTS - Youth and Adults

PROGRAM	CATEGORY	DETAIL	RESIDENT	NON RESIDENT
Adult Softball	Spring/Fall Leagues	Per team	\$ 400.00	N/A
Baseball/Softball	Leagues			
	Instructional	5 - 6 yr olds	\$ 57.00	\$ 65.00
	Recreational	7 - 18 yr olds	\$ 106.00	\$ 114.00
	Semi-Travel	9 - 14 yr olds	\$ 325.00	\$ 333.00
	Travel	To be added 2022		
	Adult Softball league - Spring/Fall 5 weeks	Per team	\$ 400.00	N/A
	Adult Softball league - Summer 3 weeks	Per team	\$ 300.00	N/A
Basketball - Men's	Friday and / or Sunday Leagues	Per team	\$ 485.00	N/A
Basketball - Youth	Leagues			
	Instructional with no gym rental	K-3rd grade	\$ 53.00	\$ 61.00
	Recreational - with gym rental	3rd - 6th grade	\$ 73.00	\$ 81.00
	Travel	3rd - 6th grade	\$ 118.00	\$ 126.00
	Outdoor League	Per team	\$ 275.00	N/A
	Portage Youth Basketball League	Per team (outside)	\$ 260.00	
Cheerleading	Summer / Fall	1st - 8th grade	\$ 245.00	\$ 253.00
Clinics- Youth				
	Basketball - boys and girls	Fall 6 week clinic	\$ 48.00	\$ 56.00
	Field Hockey - girls 1st - HS	Winter 6 week clinic	\$ 53.00	\$ 61.00
	Soccer - boys and girls	Spring 6 week clinic	\$ 48.00	\$ 56.00
Cross Country	Fall League	6th grade	\$ 63.00	N/A
Field Hockey	Spring League	MS - HS	\$ 91.00	\$ 99.00
Flag Football	Spring/Summer League	1st - HS	\$ 78.00	\$ 86.00
Lacrosse	Summer 5 wks plus tourney	HS - Adult Women	\$ 90.00	\$80 for goalie
Running Club	12 week sessions	All ages open to public	\$ 20.00	N/A
Soccer	Leagues			
	Instructional	5 - 7 yr olds	\$ 53.00	\$ 61.00

	Semi-Travel	8 - 13 yr olds	\$	62.00	\$	70.00
	Travel - GAASA/OHSTL league	9 - 13 yr olds with uniform	\$	118.00	\$	126.00
	Travel - GAASA/OHSTL league	9 - 13 yr olds with/out uniform	\$	88.00	\$	96.00
	Indoor Winter	9 yrs - HS	\$	55.00	\$	64.00
Sports Camps	Camps					
	1 hr 15 min	Weekly	\$	50.00	\$	58.00
	2 hr camp	Weekly	\$	55.00	\$	63.00
	2 hr camp with equipment	Weekly	\$	60.00	\$	68.00
Tackle Football	Summer/Fall	1st - 6th grade	\$	175.00	\$	183.00
Tennis						
	Youth Lessons Summer 4 wks 8 classes	Ages 8 - 18	\$	61.00	\$	69.00
	Open Spring, summer fall 6 weeks	All ages	\$	51.00	\$	59.00
	Tournament					
	Singles	MS - Adults	\$	23.00		NA
	Doubles	MS - Adults	\$	37.00		N/A
Volleyball						
	Youth League	5th -8th grade	\$	66.00		
	Outdoor Summer HS - Adults - 8 weeks					
Wrestling	Winter League	1st - 6th grade	\$	61.00	\$	69.00

KENT PARKS AND RECREATION DEPARTMENT

2021 FEE CHART

EDUCATION- Youth and Adults

CATEGORY

PROGRAM	CATEGORY	DETAIL	RESIDENT	NON RESIDENT
Children's Theater Program				
	Major Productions	Registration Fee	\$ 210.00	\$ 218.00
	Major Productions	Ticket Fee	\$ 8.00	Student/Sr \$6
	Major Productions	Group Ticket Fee	\$ 6.00	N/A
Child Care Trainings				
	Babysitter Training	12 - 16 yr olds	\$ 60.00	N/A
	CPR/First Aid	Open to public	\$50 per or \$88 both	
	Communicable Disease	Open to public	\$ 25 review or \$35 Full	
	Child Abuse	Open to public	\$30 review or \$45 Full	
Kids Nite Out (Sept - May)				
	1st Child Fee	4 - 11 yr olds	\$ 18.00	\$ 20.00
	Each additional family member	4 - 11 yr olds	\$ 10.00	\$ 12.00
Preschool Sept - May	3 - 5 yr olds M - F	Monthly	\$ 234.00	\$ 245.00
School Age Child Care				
21-'22 Sept - May	AM Rate	Weekly	\$ 44.00	\$ 52.00
	PM Rate	Weekly	\$ 64.00	\$ 72.00
	AM/PM Rate	Weekly	\$ 95.00	\$ 103.00
	AM Rate	Daily	\$ 11.00	\$ 13.00
	PM Rate	Daily	\$ 16.00	\$ 18.00
	AM/PM Rate	Daily	\$ 23.00	\$ 25.00

Snow Day Child Care '21-'22									
	5 day package		Daily		\$	29.00	\$	31.00	
	Drop In		Daily		\$	33.00	\$	35.00	
Spring Break Child Care '21-'22									
	School Age		5 days		\$	145.00	\$	155.00	
	Preschool		3 days		\$	46.00	\$	54.00	
Summer Day Camps									
	Preschool Day Camp 5 days- 9-12:30		Weekly		\$	48.00	\$	56.00	
	Jr. Exped Day Camp 5 days 9-4		Weekly		\$	111.00	\$	119.00	
	Rec Center Day Camp 5 days 6:30 - 6		Weekly		\$	146.00	\$	154.00	
	Davey Center Day Camp 5 days 9-4		Weekly		\$	111.00	\$	119.00	
Winter Break Child Care '21-'22	School Age		Daily		\$	32.00	\$	34.00	

KENT PARKS AND RECREATION DEPARTMENT

2021 FEE CHART

CATEGORY

FITNESS - Youth and Adults

PROGRAM	CATEGORY	DETAIL	RESIDENT	NON RESIDENT
Class	Monthly - 8 class	Monthly	\$ 25.00	N/A
Class	Monthly - Unlimited	Monthly	\$ 40.00	N/A
Class	8 class	3- Month	\$ 60.00	N/A
Class	Unlimited	3 - Month	\$ 105.00	N/A
Drop-In	Class or Gym	Daily	\$ 5.00	N/A
Fencing	Youth and Adult Fitness		\$ 80.00	\$ 88.00
Fitness Assessment	Individual		\$ 30.00	N/A
Generation Pound	Youth Fitness 6 wk session	1st - 6th grade	\$ 40.00	\$ 48.00
Gym	Unlimited	Monthly	\$ 10.00	N/A
Gym	With Class Membership	Monthly	\$ 5.00	N/A
Hip Hop Hoops	Youth Fitness 12 wk session	8 - 18 yr olds w/out hoop	\$ 63.00	N/A
Hip Hop Hoops	Youth Fitness 12 wk session	8 - 18 yr olds w/hoop	\$ 68.00	N/A
Martial Arts	Youth and Adult Fitness		\$ 62.00	\$ 70.00
Personal Training	Individual	1/2 hour	\$ 25.00	N/A
Personal Training	Individual	1 hour	\$ 45.00	N/A
Personal Training	Individual	4 hour pack	\$ 170.00	N/A
Personal Training	Individual	8 hour pack	\$ 320.00	N/A
Personal Training	Individual	10 hour pack	\$ 360.00	N/A

Personal Training	Group	per hour per person	\$	25.00	N/A
Tai Chi in KCS	Adult Fitness 5 wk session in KCS		\$	35.00	N/A
Tumbling For Tots	Youth Fitness	2 - 5 yr olds			
	1/2 hr class 10 week session		\$	75.00	N/A
	45 min class 10 week session		\$	90.00	N/A

KENT PARKS AND RECREATION DEPARTMENT

2021 FEE CHART

CATEGORY SPECIAL EVENTS

PROGRAM	CATEGORY	DETAIL	RESIDENT	NON RESIDENT
Adult Egg Scramble	Individual		\$ 20.00	N/A
Art In The Park	Festival			
	Artist Application	by June 1	\$ 125.00	N/A
		by June 30	\$ 150.00	N/A
	Youth Artist Application		\$ 25.00	N/A
	Food Vendor Application	no electricity	\$ 175.00	N/A
		110 electricity	\$ 225.00	N/A
		220 electricity	\$ 275.00	N/A
	Community Booths		\$ 105.00	N/A
Tree City Turkey Trot	5K Run			
	Fun Run	12 yrs and younger	\$ 12.00	N/A
	Pre-Registration	Any age	\$ 30.00	\$ 38.00
	Post Registration / Day of Race		\$ 37.00	\$ 45.00

KENT PARKS AND RECREATION DEPARTMENT

2021 FEE CHART

PARK AND FACILITY RENTALS

CATEGORY

PROGRAM	CATEGORY	DETAIL	RESIDENT	NON RESIDENT
Athletic Fields	Practices/Games Outside groups- Youth /Adult sports			
	Practices per 1 1/2 hours	Any Field	\$ 15.00	,N/A
	Game rental	Any Field	\$ 50.00	,N/A
	Package- 10 games/20 practices	Any Field	\$ 595.00	,N/A
	General Rentals			
	Per hour with lights		\$ 17.50	,N/A
	Per hour without lights		\$ 15.00	,N/A
	Field Preparation per request	one time set-up	\$ 35.00	,N/A
Indoor Shelters				
	Fitness Center	1 hour rental	\$ 30.00	,N/A
	Rec Center	1 hour rental	\$ 15.00	,N/A
	Roy Smith Shelterhouse 3 p.m. - 11 p.m	Monday - Friday	\$ 55.00	,N/A
	Roy Smith Shelterhouse 10 a.m. - 11 p.m.	Saturday - Sunday	\$ 85.00	,N/A
	The Old Jail 3 p.m. - 11 p.m.	Monday - Friday	\$ 30.00	,N/A
	The Old Jail 10 a.m. - 11 p.m.	Saturday - Sunday	\$ 50.00	N/A
Outdoor Shelters				
	Shelters with Electricity	PC 1, FF 2 & 4	\$ 40.00	N/A
	Shelters without Electricity (Large)	PC 2 & 3, AI Lease 3	\$ 35.00	N/A
	Shelters without Electricity (small)	FF 1, 3, 5, AL 4, Fishcreek, Stow St.	\$ 20.00	N/A



497 Middlebury Rd. Kent OH 44240 (330) 673-8897 fax (330) 673-8898
kentparksandrec.com

MEMO

TO: Park and Recreation Board

FROM: Melanie Baker, Interim Parks and Recreation Director

DATE: January 14, 2021

RE: Portage Bike and Hike Trail - Brady's Leap –
Funding review and update.

As you are aware the Brady's Leap project did come in under the engineer's estimate of \$1,266,000. The winning bid by JD Williamson is \$1,218,249.20 which includes the lighting alternates. This cost does not include the contingencies of \$120,000.00 or the inspection fees of \$120,000.00, for a total estimated expenditure for the project of approximately \$1,460,000.00.

Unfortunately, the budget approved for this project was \$1,000,000.00 and therefore is under budgeted by \$460,000.00 as detailed in the memo dated December 14, 2020 by Jim Bowling.

With this said, the City has agreed to allow the Park Board to borrow the \$460,000.00 from its Capital fund and will work with the Park Board to develop a Memorandum of Understanding / Contract for the repayment of the loan. As part of the agreement, the City / Service Department and Engineering has agreed that the inspection fees should be covered by the City's Capital fund, since this was originally to be done by in house staff in engineering.

As a part of the memorandum of understanding / contract the amount of borrow will be adjusted accordingly at the end of the project to cover only the amount actually expended on the project.

I am working with staff to look for other areas in which we could lower the annual repayments to the City. Staff will also be looking at current and future capital expenditures to see if any items can be pushed back or rescheduled to allow for funding to go directly to the payment schedule established at the end of the project. A draft payment / amortization schedule is attached as prepared by our Finance Director Rhonda Hall. This payment is for 5 years. We can look at other options should it be necessary.

I anticipate bringing the Memorandum of Understanding / Contract to the Board in February so that it can be approved and signed prior to the start of construction in March. Contracts are currently out for signature and bonding; a notice of award has been given and preliminary work will begin with submittals for review. I am sure a preconstruction meeting will be scheduled, soon as well.

Brady's Leap Project - Loan with Kent Parks & Recreation Board

Compounding Period:

Annual

Nominal Annual Rate:

0.000%

DRAFT

Cash Flow Data - Loans and Payments

Event	Date	Amount	Number	Period	End Date	Memo
1 Loan	03/01/2021	460,000.00	1			
2 Payment	03/01/2021	120,000.00	1			
3 Payment	03/01/2022	68,000.00	5	Annual	03/01/2026	City of Kent Contribution to the Project

TVLue Amortization Schedule - Normal, 365 Day Year

Date	Payment	Interest	Principal	Balance	Memo
Loan 03/01/2021				460,000.00	
1 03/01/2021	120,000.00	0.00	120,000.00	340,000.00	City of Kent Contribution to the Project
2021 Totals	120,000.00	0.00	120,000.00		
2 03/01/2022	68,000.00	0.00	68,000.00	272,000.00	
2022 Totals	68,000.00	0.00	68,000.00		
3 03/01/2023	68,000.00	0.00	68,000.00	204,000.00	
2023 Totals	68,000.00	0.00	68,000.00		
4 03/01/2024	68,000.00	0.00	68,000.00	136,000.00	
2024 Totals	68,000.00	0.00	68,000.00		
5 03/01/2025	68,000.00	0.00	68,000.00	68,000.00	
2025 Totals	68,000.00	0.00	68,000.00		

Brady's Leap Project - Loan with Kent Parks & Recreation Board

Date	Payment	Interest	Principal	Balance	Memo
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6 03/01/2026 68,000.00 0.00 68,000.00 0.00

2026 Totals 68,000.00 0.00 68,000.00

Grand Totals 460,000.00 0.00 460,000.00

DRAFT

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
0.000%	\$0.00	\$460,000.00	\$460,000.00



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MEMO

TO: Park and Recreation Board

FROM: Melanie Baker, Interim Parks and Recreation Director

DATE: January 14, 2021

RE: Park in Lieu Fees –
211 Franklin Avenue – Hasawi Development.

Please find attached a request for consideration and approval of a park in lieu fee. This developer is currently working with Community Development for approval in the downtown area of Franklin Avenue and Erie Street.

The development 211 Franklin Avenue, the Hasawi Development is a commercial building with 16 apartments above. This parcel is located at the corner of Erie and Franklin, and will provide for a bump out area on Erie which will provide for some safety features for pedestrian movements and a nice treed corner.

This Park in Lieu fee is recommended for approval.

PARK FEE IN LIEU OF LAND DEDICATION
HASAWIS @ 211 FRANKLIN AVE

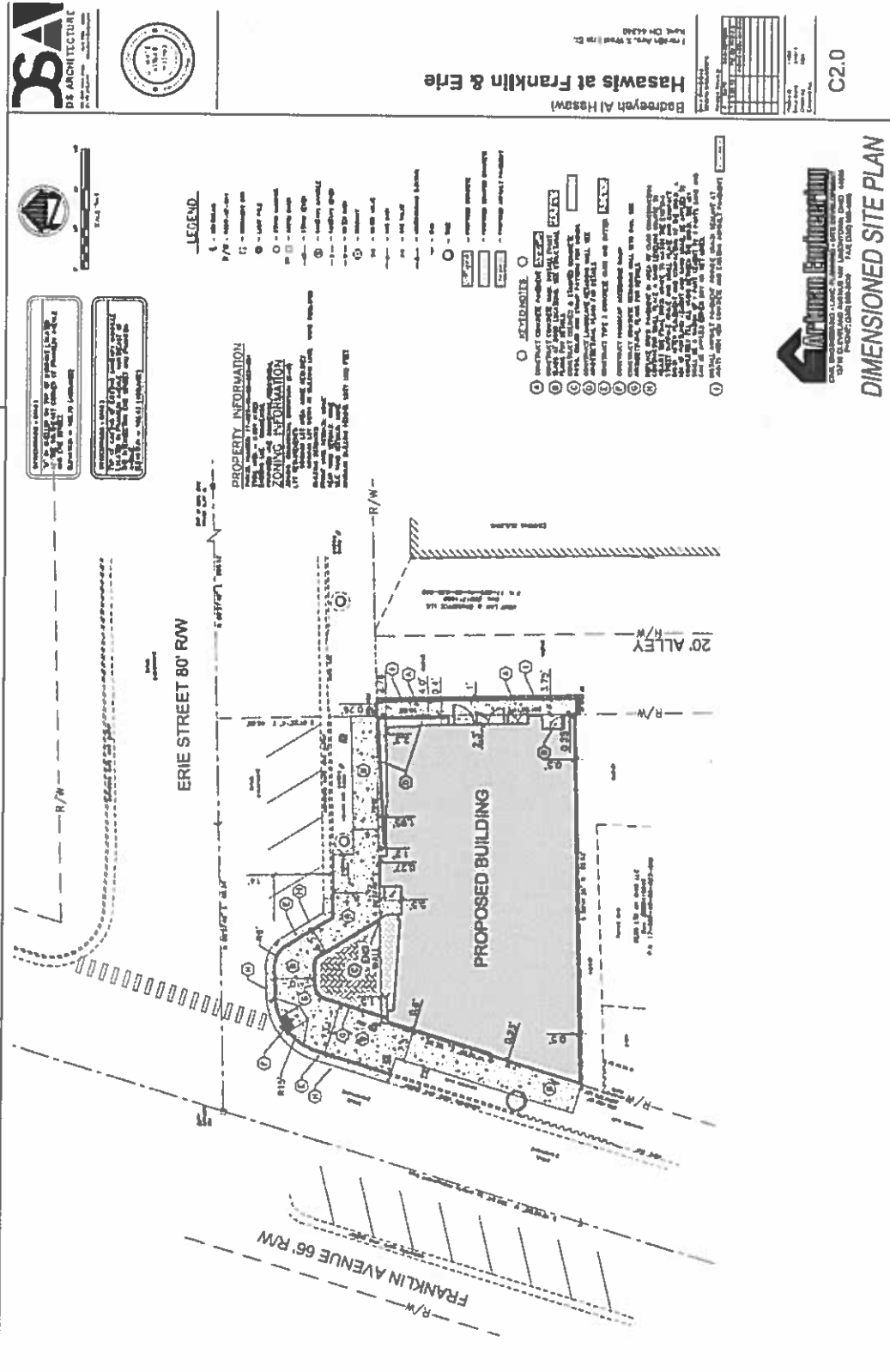
acres to dedicate = # units x people per unit x 0.01
fee = dedicated acres x market value

units	16
people per unit	2.6
fair market value	\$30,000
acres =	0.416
fee =	\$12,480

As Prepared by Jennifer Barone, Development Engineer, Community Development.

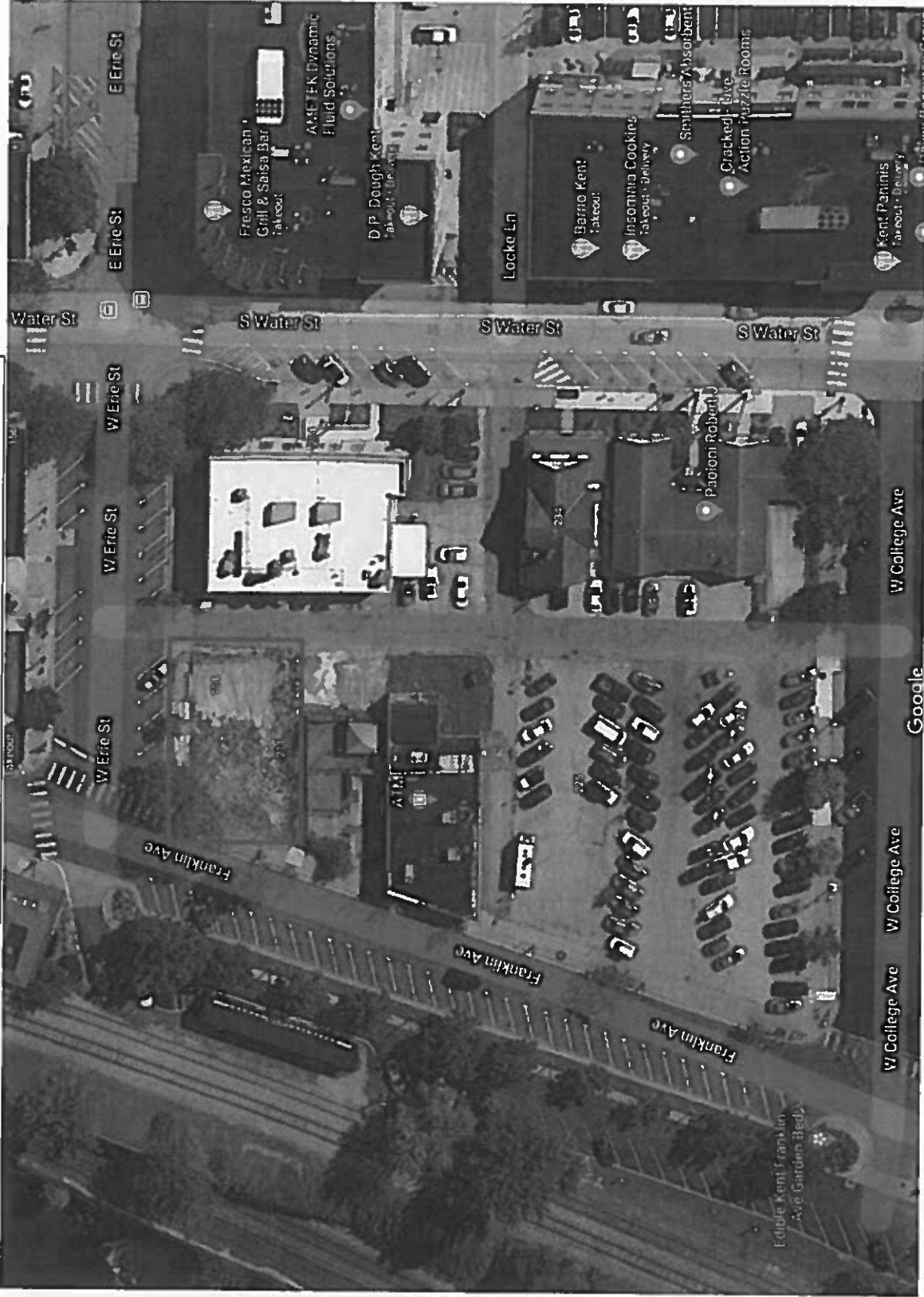
211 Franklin Avenue – Hasawis Development Location.

Site Plan



211 Franklin Avenue – Hasawis Development Location.

Aerial View





Finance Committee Meeting Minutes

The City of Kent, Ohio
Wednesday, January 6, 2021

Due to the COVID-19 pandemic, this meeting was held virtually using the Zoom platform and was live streamed on the City of Kent YouTube Channel.

Chair DeLeone called the Finance Committee of Kent City Council to order at 7:40 p.m.

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

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Mr. Jim Bowling, City Engineer; Ms. Rhonda Hall, Budget and Finance Director; Ms. Melanie Baker, Service Administration Director; Mr. Gary Bishop, IT Manager; Ms. Joan Seidel, Health Commissioner; Mr. Nick Shearer, Chief of Police; and Ms. Amy Wilkens, Clerk of Council.

There were three (3) items on the Agenda.

1. Parks and Rec Fee Moratorium Extension

Ms. Hope Jones reminded Council of Administration's request back in June for a moratorium that would allow time for outside counsel to review if fees were legal and fell in line with any case law. That moratorium was up at the end of December. Ms. Jones contacted the outside counsel and was advised the review was going to be done imminently. Ms. Jones has not yet seen the review and is asking the moratorium be extended for another six-month period which would allow for receipt from the attorney, review by administration and to bring back to City Council to review. She added there may be projects in the future that this may impact.

Ms. Susel added the projects that may be impacted are both of the projects on Franklin. The project on the corner of Erie and Franklin that is currently under construction, was approved by the Planning Commission back when the Park fee was in place in regards to the City's match. The developer is getting ready to pay the Park fee, which is going to the Park Board to be finalized, with the cost being \$12,480 and because this was before the moratorium, the City would need to match this amount. The Kent West Apartment development, which is directly south of this development, has not yet gone to Planning Commission but will be within the next month. The park fee for this development is \$36,666 which will be paid, but if the moratorium were not to be continued, we would be matching this cost as well.

Ms. Shaffer Bish asked for clarification if the moratorium was on the fee paid by the private developer and the City of Kent. Ms. Jones verified it is only on the City's match.

Ms. Susel added this is why outside counsel is reviewing, to see what other cities do. Fees paid by a developer on residential projects are not always matched by a municipality.

Ms. Shaffer Bish asked if a permanent moratorium would be considered. Ms. Jones replied yes, that is what the outside attorneys are reviewing; if the current setup is legal and if it is not legal where the issues are. They are also reviewing if the City does not want to match the fees going forward, if that is legal as well.

Mr. Sidoti asked if they did not already have a lengthy discussion regarding how much the City has been paying and it was an extraordinary amount. Looking at the long-term budgeting process, were we not considering eliminating the match. Ms. Jones said this was correct and we are just looking for an extension to allow for the attorneys to continue to review. Ms. Susel added that if the moratorium is not extended, the City may be required to pay a significant fee for the future development project previously discussed.

MOTION was made by Mr. Sidoti to extend the moratorium for six months, SECONDED by Mr. Amrhein and CARRIED by a voice vote of 9-0.

2. Grant Funding for Ballistic Vests

Chief Shearer reminded Council of his visit a few months ago regarding a grant opportunity through the Bureau of Workers Compensation in which the State of Ohio pays 75% and the City pays 25%. The Police Department was awarded the grant and is asking to accept the grant funding, which is \$5,287.71 with the City's match being \$1,762.57. This is a reimbursement grant and the funds have already been spent, so they will be reimbursing the \$5,287.71.

MOTION made by Mr. Kuhar to approve the acceptance of grant funding, with an emergency clause, SECONDED by Ms. Rosenberg and CARRIED by a voice vote of 9-0.

3. SW Sanitary Pump Station- Temporary and Permanent Easement Appropriation

Mr. Ruller started the discussion by stating this is a little bit of the legal process. Mr. Bowling has been bringing forward the different easements for the SW Sanitary Pump Station with the authorization given by Council for him to do so as long as he follows the process. There are a few outstanding easements that have not yet been resolved to the process to resolve fairly is the "Necessity and Intent" step, which is the first step.

Mr. Bowling said they are nearing the part of having the plans done and going to bid and have gotten thirteen of the sixteen owners to sign the agreements. One of the remaining three are in negotiations right now and are having a hard time getting in touch with the other two owners. We would like to start the process to enable going out to bid in March or April. We are requesting Council approval for a declaration for necessity and intent to appropriate parcels from three owners for the SW Sanitary Pump Station.

Mr. Kuhar asked if these homeowners are just avoiding Mr. Bowling and if this is a permanent acquisition of land or just temporary.

Mr. Bowling replied that two cases need a permanent and a temporary easement. The temporary easement would not have much restrictions, just to allow the City to put in sewer. Sewer lines would be moved away from the house into the easement, giving owners more land back. He believes the reasons those two have not responded are due to one transitioning into assisted living and the other is a rental property and the owners have been slow to respond. The third one is a sliver of a permanent easement but is only 105 square feet, which the City may be able to work around.

MOTION made by Mr. Amrhein to authorize a necessity and intent procedure with an emergency clause SECONDED by Ms. Shaffer Bish and CARRIED by a voice vote of 9-0.

MOTION made by Mr. Amrhein to move into Executive Session, in accordance with ORC §121.22 Section G, Item (1): "To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official." Items to be discussed: Board and Commission Appointments and the Management Rights section of the General Compensation Plan, SECONDED by Mr. Kuhar. On roll call voting "Yes": Mr. Amrhein; Mr. DeLeone; Mr. Ferrara; Mr. Kuhar; Ms. Rosenberg; Ms. Shaffer Bish; Mr. Sidoti; Mr. Turner and Ms. Wallach.

MOTION made by Mr. Ferrara to return to Committee Meeting (8:20 pm) SECONDED by Mr. DeLeone and CARRIED by a voice vote of 9-0.

MOTION made by Mr. Ferrara to accept changes to language in the General Compensation Plan as presented during Executive Session, SECONDED by Ms. Rosenberg and carried by a voice vote of 9-0.

Seeing no further business or questions for this committee, it adjourned at 8:21 P.M.



Amy Wilkens
Clerk of Council

ACTION RECOMMENDED:

- 1) Authorize the extension of the suspension of the City's share of the Kent parks and recreation development fees for another 6 months as presented.
- 2) Approve the acceptance and appropriation of the Ohio grant funds in the amount of \$5,287.71
- 3) Authorize the "necessity and intent" procedures
- 4) Authorize changes to language in the General Compensation Plan