To: Dave Ruller, City Manager
From: David A. Coffee, Director of Budget and Finance
Date: April 18, 2013
Re: FY2013 Appropriation Amendments, Transfers, and Advances

The following appropriation amendments are hereby requested:

**Fund 001 – General**
- Increase $ 3,000 Council / Other (O&M) – Addtl funding Online Codified Ordinance support

**Fund 106 – Parks and Recreation**
- Increase $ 16,800 Parks&Rec / Other (O&M) – Addtl appropriation for facility lease to be offset with new Revenue per J. Idone memo of 4/11/13.

**Fund 126 – CDBG**
- Increase $ 250,000 CDBG / Other (O&M) -Addtl appropriation for CHIP Revolving Loan Fund for LIHTC - previously approved by KCC Ord. 2013-36 on 4/17/13.

**Fund 201 – Water**
- Increase $ 100,000 Capital / Capital Project – Addtl funding for Water Treatment Plant Tank Painting Project per G. Roberts 4/17/13 memo.

**Fund 301 – Capital**

The following inter-fund transfers are hereby requested:

TO: Dave Ruller, David Coffee
FROM: John Idone
DATE: April 11, 2013
RE: FY 2013 Parks & Recreation Budget Revisions & Appropriation

In order to convert the Professional Services positions to Part Time Employees the following Budget Revisions are necessary:

**Personal Services**
- Line 11  Employee Salaries  + $18,500.00
- Line 14  PERS  + $2,600.00
- Line 15  Medicare  + $275.00
- Line 19  Workers Comp  + $370.00

**Operations & Maintenance**
- Line 34  Professional Services  - $21,745.00

Also, additional appropriation authority is necessary. Please increase the Revenues Line 330 01 Fees and Charges by $16,800.00 and Operations & Maintenance Line 33 Rents & Leases by $16,800.00.

Attached are the Budget Revision Forms. Please let me know if you need any additional information.

Enc.
P & R Board
CITY OF KENT  
DEPARTMENT OF PUBLIC SERVICE

MEMO

April 17, 2013

To: Dave Ruller, City Manager  
David Coffee, Budget & Finance Director

From: Gene Roberts, Service Director

RE: Water Treatment Plant – Additional Capital Funds

The 2013 Water Treatment Plant (WTP) Capital Budget as originally approved included funding  
for the 2013 Tank Painting as follows:

Paint Fairchild Tank including Lead Abatement $260,000
Paint KSU 250k Elevated including Lead Abatement $260,000

Total $520,000

The Tank Painting Project has been delayed for two years based on limited funding being  
available and needed elsewhere for infrastructure projects. During that time period the cost of  
painting the tanks has increased resulting in a portion of the requested increase being needed.

Additionally, during preparation of the bid documents staff has found additional coating system  
that will extend the life of the painting system from 15-years to 25-years. The bid documents  
prepared will provide for the base within the requested budget and hopefully the newer paint  
system work can be added as alternative prices are also being requested.

Staff respectfully requests additional appropriation of Water Capital funds in the amount of  
$100,000 to cover the cost of the 2013 Tank Painting.

Current Total $520,000  
Additional Tank Painting Funds $100,000  
Requested Revised Total $620,000

Cc: Steve Hardesty, Water Treatment Manager; file
MEMO

TO: Dave Ruller
   Linda Copley

FROM: Jim Bowling

DATE: April 15, 2013

RE: Additional Appropriations Request – Street and Sidewalk Programs

After meeting with Dave Coffee, it was determined that as a result of higher than projected income tax receipts for 2012, the City will need to allocate an additional $223,087 to the capital fund (Fund 301) in order to meet the minimum charter requirement for capital funding set at 25% of income tax revenues.

The Engineering Division is requesting Council's authorization to allocate $100,000 of the supplemental income tax receipts towards additional street repair work (seal coat contract) for completion in 2013 and to allocate $50,000 to additional sidewalk repairs which would be added to the 2014 sidewalk capital budget. The remaining $73,087 would be allocated to the capital fund as reserve funding that would be available for emergency capital needs.

The engineering staff evaluated a range of possible uses for the supplemental funding related to street and sidewalk repairs and they determined that the optimum use for those funds would be supplementing the City's annual seal coat contract for 2013 by $100,000. Given current workload demands on the staff, the sidewalk allocation of $50,000 was recommended as part of the 2014 sidewalk repair contract.

In addition, the staff was successful at securing an extra $78,500 in grant funds to also be added to the seal coat contract in 2013, which will bring the total street repair funding in 2013 up to $1,103,500.

The additional grant ($78,500) and surplus income tax ($100,000) funding will allow us to perform full depth repairs and seal coat the following locations:

- Verona Ave. (north of Adamle Dr.)
- Robert Dr.
- Delores Dr.
- Allen Dr.
- Hudson Rd.
- Longcroy Ave.
- Majors Lane (north of Fairchild Ave.)
- Stinaff St.
• N. Chestnut St. (north of Fairchild Ave.)
• Randall Dr.
• Cuyahoga St.
• Harold St.
• Short St.
• Grove Ave.

The $50,000 supplement for sidewalk repair will be included in the 2014 Capital Improvement budget pending Council's approval.

C: Gene Roberts, Service Director
   David Coffee, Budget and Finance Director
   Pat Homan, Engineering Technician
   file
MEMO

April 25, 2013

To: Dave Ruller, City Manager

From: Gene Roberts, Service Director

RE: 2013 Adopt-a-spot

Kent City Council last considered the Adopt-a-Spot program during the Community Development Committee on February 3, 2010. At that time Council approved the transfer of the Adopt-a-Spot Program from private contractor completing the work downtown and City staff completing the administrative components of the program to Main Street Kent (MSK) completing all elements of the program. MSK would receive $30,000 plus the donations that were collected by the City for purchase of flowers.

In 2010, prior to MSK taking over the Adopt-a-Spot program, the City had budgeted $47,500 for Public Landscaping. With MSK completing the Adopt-a-Spot program for $30,000, Davey Tree completing the landscaping islands on E Main St. and S. Water St. at an annual cost of $3,500 and City building public planting expenses of $1,000 the savings was estimated to be $9,500. Starting in 2010 MSK planted the locations identified in the downtown area and hired first a private contractor and later Family and Community Services, Freedom House Lawncare to complete the bed prep, maintenance and watering of the Adopt-a-Spot locations. In 2012 MSK planted 21 locations in the downtown area at a cost for plant materials, mulch and signage of just under $8,000 and $28,500 for bed maintenance and watering totaling $36,500. The offsetting revenue received by MSK in 2012 is $30,000 from the City and $6,600 in other donations totaling $36,600.

In 2013 MSK will be planting 31 locations in the downtown area as work should be completed in most areas where new Adopt-a-Spot beds are now located. MSK wishes to transfer the bed maintenance and water contract with Freedom House to the City. The reason is MSK fears another drought which will exceed there ability to cover the expenses given the greater than 50% increase in planting locations for 2013. Staff supports this reasoning as it is similar to other contracts between the City and private contractors for such services as lawn mowing or snow removal, which is paid based on occurrence. The City would then receive the benefit of a rainy summer but also have the risk during the summers when little rain falls.

Staff respectfully requests Council time to consider this modification to the Adopt-a-Spot Program for 2013 where by MSK would receive approval for payment of $10,000 and Freedom House would be provided a purchase order for $24,000 with the understanding that it would be increased if needed. This requested change will require a $4,000 increase in the Public Planting budget if approved by KCC.

Cc: Jim Silver, Law Director
    James Bowling, P.E., City Engineer
    Gerald Shanley, Facilities Manager
    Dan Smith, Economic Development Director
    David Coffee, Budget & Finance Director
    Bridget Suel, Community Development Director
    Marie Stikes, City Gardner
    file
MEMO

TO: Dave Ruller  
   Linda Copley  

FROM: Jim Bowling  

DATE: April 15, 2013  

RE: Additional Appropriations Request – Street and Sidewalk Programs

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• Cuyahoga St.
• Harold St.
• Short St.
• Grove Ave.

The $50,000 supplement for sidewalk repair will be included in the 2014 Capital Improvement budget pending Council's approval.

C: Gene Roberts, Service Director
David Coffee, Budget and Finance Director
Pat Homan, Engineering Technician
file
MEMO

TO:        Dave Ruller  
           Linda Copley  

FROM:      Jim Bowling  

DATE:      April 15, 2013  

RE:        Council Agenda Request for OPWC Pre-application  

Engineering is requesting council time to seek approval to re-submit an OPWC funding application, and if successful, execute the subsequent agreement with the Ohio Public Works Commission (OPWC) for the Summit Street Traffic Signal Coordination Project.

The Summit Street Traffic Signal project is currently included in the Capital Plan and consists of congestion, safety and access management improvements on Summit Street from Lincoln to Loop Road. The project limits includes 4 of the top 6 accident intersections as ranked by the Akron Metropolitan Area Transportation Study (AMATS) in May, 2006.

In 2012 Council authorized the staff to submit an application for OPWC funding ($700,000 in grant funding, $150,000 in not interest loans) that was approved by OPWC but the City had to defer on receiving that funding at that time due to scheduling conflicts between the project timing and funding requirements.

The project scheduling issues have been resolved and the engineering staff are requesting Council's authorization to re-submit an application for the same amount of OPWC funds for use in 2013.

The project budget remains unchanged as follows:

- Total Budget $14.2 million
  - $6.0 million AMATS CM/AQ Funds^1
  - $4.2 million ODOT HSP Funds^1
  - $0.8 million Upcoming additional ODOT HSP Fund Request
  - $0.7 million OPWC Request
  - $1.25 million Kent State University
  - $1.25 million City of Kent

^1 – Secured funding

C:            Gene Roberts, Service Director   
               Jon Giaquinto, Senior Engineer
MEMO

TO: Dave Ruller
    Linda Copley
    Jim Silver

FROM: Jim Bowling

DATE: April 16, 2013

RE: Downtown Redevelopment Mixed-Use – Building “C” License Agreement

The Engineering Division is requesting Council to review and approve a request from College Town Kent LLC, in conjunction with the downtown redevelopment. College Town Kent, LLC is requesting to construct a portion of Building C foundations within the existing right-of-way on South Water Street. The foundations will encroach an estimated 2” along the walls of the building and as much as 10” at the caisson footer locations. This type of construction is typical in our downtown where the plan and zoning code requires the face of the buildings to be constructed at the Right-of-Way line. The larger structures have larger foundations that require the footer/wall “Toe” to extend into the right-of-way. A similar request was made for the multi-modal facility and Acorn Alley Phase 2. In addition, the existing buildings demolished had foundations that extended into the existing right-of-way in the development block. Staff has reviewed the request and has not identified any concerns with the encroachment.

Attached is a copy of the proposed License Agreement.

c: Gene Roberts, Service Director
file
CITY OF KENT, OHIO
LICENSE AGREEMENT

THIS AGREEMENT is made by and between the CITY OF KENT, OHIO, hereinafter called "City" and COLLEGE TOWN KENT, LLC, hereinafter called the "Licensee."

The City is the owner, in fee simple, of land, hereinafter known as the "Property." For and in consideration of the covenants, conditions, agreements and stipulations of the License expressed herein, the City does hereby agree the Property may be used by the Licensee for the purpose as outlined in Part 1 below, in accordance with the laws and Charter of the City of Kent. The Property is more particularly described in the attached exhibits listed below.

Exhibit "A" – Partial Foundation Plan
Exhibit “B” – Typical Wall Section

The parties hereto covenant and agree as follows:

1. NATURE OF INTEREST:

The Licensee understands that by issuing this license, the City has merely granted the Licensee the right to occupy the right-of-way and this license does not grant or convey to the Licensee any interest in the Property.

2. USE:

2.1 The Property shall be used for the purpose of: Foundations

and for no other purpose.

2.2 No structural alterations may be made to the City's property without the express written permission of the City of Kent, Director of Public Service.

3. TERM:

The City does hereby agree the Property may be used by the Licensee for a term of one (1) year commencing on ____________, 2013, and ending on ____________, 2014 unless terminated earlier by either party. This license will automatically renew yearly unless one (1) month before expiration either party notifies the other of its intention to terminate per Paragraph 14.

4. NECESSARY LICENSES AND PERMITS:

4.1 Licensee shall be licensed to do business in the State of Ohio and City of Kent, and upon request, Licensee shall demonstrate to the City that any and all such licenses are in good standing. Correspondence shall be addressed as follows:

All correspondence to the City shall be addressed:
Service Director
City of Kent
930 Overholt Road
Kent, Ohio 44240

All correspondence to the Licensee shall be addressed:

College Town Kent, LLC
1138 West 9th Street
Cleveland, Ohio 44113
Attn: Mr. Randy Ruttenberg

4.2 Licensee shall secure all necessary permits required in connection with the use of the Property and shall comply with all federal, state and local statutes, ordinances, rules, or regulations which may affect, in any respect,
Licensee's use of the Property. Licensee shall, prior to the commencement of any work, obtain and thereafter maintain, at its sole cost and expense, all licenses, permits, etc., required by law with respect to its business use of the Property.

5. **STORAGE AND VENDING:**

No storage of materials or supplies of any nature will be permitted on the Property except as directly related to the agreed business use of the Property.

6. **TAXES:**

Licensee agrees to be responsible for and to timely pay all taxes and/or assessments that may be legally assessed on Licensee's interest, or on any improvements placed by Licensee on said Property, during the continuance of the license hereby created, including any real estate taxes. The Licensee must provide written notice to the City, at the address referenced in Paragraph 4.1, within thirty (30) days of payment of all taxes and/or assessments.

7. **DIRECTOR OF PUBLIC SERVICE TO ACT FOR CITY:**

The granting of this permit shall not be construed as an abridgment or waiver of any rights which the Director of Public Service has in exercising his jurisdictional powers over the City highway system. The City Director of Public Service shall act for and on behalf of the City of Kent in the issuance of and carrying out the provisions of this permit.

8. **CITY USE OF PROPERTY:**

If for any reason the Director of Public Service or his duly appointed representative deems it necessary to order the removal, reconstruction, relocation or repair of the Licensee's changes to the City's property, then said removal, reconstruction, relocation or repair shall be promptly undertaken at the sole expense of the Licensee's thereof. Failure on the part of the Licensee to conform to the provisions of this permit will be cause for suspension, revocation or annulment of this permit, as the Director of Public Service deems necessary.

9. **MAINTENANCE OF PROPERTY:**

Licensee shall, at its sole expense, keep and maintain the Property free of all weeds, debris, and flammable materials of every description, and at all times in an orderly, clean, safe, and sanitary condition consistent with neighborhood standards. A high standard of cleanliness, consistent with the location of the area as an adjunct of the City, will be required. Defoliant, noxious, or hazardous materials or chemicals shall not be used or stored on the Property.

10. **MAINTENANCE OF IMPROVEMENTS:**

10.1 Licensee, at Licensee's own cost and expense, shall maintain all of his/her improvements to the Property. Licensee shall take all steps necessary to effectively protect the Property from damage incident to the Licensee's use of such Property, all without expense to the City.

10.2 Licensee shall be liable to, and shall reimburse the City for, any damage to City owned property that in any way results from or is attributable to the use of said Property by the Licensee or any person entering upon the same with the consent of the Licensee, expressed or implied.
11. **HOLD HARMLESS:**

Licensee shall occupy and use Property at its own risk and expense and shall save the City, its officers, agents, and employees, harmless from any and all claims for damage to property, or injury to, or death of, any person, entering upon same with Licensee's consent, expressed or implied, caused by any acts or omissions of the Licensee.

12. **INSURANCE:**

12.1 At the time of the execution of this Agreement, Licensee shall, at its own expense, take out and keep in force during the terms of this Agreement:

(a) Liability insurance, in a company or companies to be approved by the City to protect against any liability to the public incident to the use of, or resulting from injury to, or death of, any person occurring in or about the Property, in the amount of not less than **Five Hundred Thousand Dollars ($500,000.00)**, to indemnify against the claim of one person, and in the amount of not less than **One Million Dollars ($1,000,000.00)** against the claims of two (2) or more persons resulting from any one (1) accident.

(b) Property damage or other insurance in a company or companies to be approved by the City to protect Licensee, and the City against any and every liability incident to the use of or resulting from any and every cause occurring in, or about the Property, including any and all liability of the Licensee, in the amount of not less than **Two Hundred Thousand Dollars ($200,000.00)**. Said policies shall inure to the contingent liabilities, if any, of the Licensee and the City, and shall obligate the insurance carriers to notify Licensee and the City, in writing, not less than thirty (30) days prior to cancellation thereof, or any other change affecting the coverage of the policies. If said policies contain any exclusion concerning property in the care, custody or control of the insured, an endorsement shall be attached thereto stating that such exclusion shall not apply with regard to any liability of the Licensee and the City.

12.2 A copy of the "Certificate of Insurance" will be submitted to the City at the time of execution of license and annually thereafter.

13. **MODIFICATION:**

The terms of this Agreement may be modified upon agreement of the parties.

14. **REVOCATION AND TERMINATION:**

14.1 The City may revoke this license at any time. The Licensee may terminate this Agreement at any time.

14.2 In the event this license is revoked or the Agreement is terminated the Licensee will peaceably and quietly leave, surrender, and yield up to the City the Property. The Property will be restored to its previous condition at the expense of the Licensee and no costs for removal will be reimbursed by the City.

14.3 Upon revocation of the license or upon termination or expiration of Agreement, any personal property, or other appurtenances, including all footings, foundations, and utilities, placed on the City property will be removed by Licensee. If any such appurtenances are not so removed after ninety (90) days written notice from the City to the Licensee, the City may proceed to remove the same and to restore the Property and the Licensee will pay the City, on demand, the reasonable cost and expense of such removal and restoration.
15. **RELOCATION:**

A Licensee who licenses property from the City shall not be eligible for relocation payments.

IN WITNESS WHEREOF, this Agreement has been executed in duplicate by the parties hereto as of the date herein last written below. Licensee acknowledges receipt of a copy of this Agreement and agrees to comply with the provisions herein contained.

**LICENSEE(S):**

__________________________  _______________________
Signature                  Signature

__________________________
Mailing Address

__________________________
Telephone

__________________________
Date

**CITY OF KENT, OHIO**

__________________________  _______________________
Director of Public Service  Date

**APPROVED AS TO FORM:**

__________________________
James R. Silver, Law Director
City of Kent
EXHIBIT "A"
City of Kent
Income Tax Division

March 31, 2013

*Income Tax Receipts Comparison - RESTATEd - (NET of Refunds)*

**Monthly Receipts**

Total receipts for the month of March, 2013 $988,906
Total receipts for the month of March, 2012 $860,826
Total receipts for the month of March, 2011 $823,680

**Year-to-date Receipts and Percent of Total Annual Receipts Collected**

<table>
<thead>
<tr>
<th>Description</th>
<th>Year-to-date Actual</th>
<th>Percent of Annual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total receipts January 1 through March 31, 2013</td>
<td>$2,805,942</td>
<td>24.61%</td>
</tr>
<tr>
<td>Total receipts January 1 through March 31, 2012</td>
<td>$2,752,306</td>
<td>22.82%</td>
</tr>
<tr>
<td>Total receipts January 1 through March 31, 2011</td>
<td>$2,639,023</td>
<td>24.64%</td>
</tr>
</tbody>
</table>

**Year-to-date Receipts Through March 31, 2013 - Budget vs. Actual**

<table>
<thead>
<tr>
<th>Year</th>
<th>Annual Budgeted Receipts</th>
<th>Revised Budgeted Receipts</th>
<th>Year-to-date Actual Receipts</th>
<th>Percent Collected</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>$11,400,000</td>
<td>$11,400,000</td>
<td>$2,805,942</td>
<td>24.61%</td>
<td>75.39%</td>
</tr>
</tbody>
</table>

**Comparisons of Total Annual Receipts for Previous Seven Years**

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Receipts</th>
<th>Percent Change From Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006</td>
<td>$10,151,202</td>
<td>-0.36%</td>
</tr>
<tr>
<td>2007</td>
<td>$10,540,992</td>
<td>3.84%</td>
</tr>
<tr>
<td>2008</td>
<td>$10,712,803</td>
<td>1.63%</td>
</tr>
<tr>
<td>2009</td>
<td>$10,482,215</td>
<td>-2.15%</td>
</tr>
<tr>
<td>2010</td>
<td>$10,453,032</td>
<td>-0.28%</td>
</tr>
<tr>
<td>2011</td>
<td>$10,711,766</td>
<td>2.48%</td>
</tr>
<tr>
<td>2012</td>
<td>$12,063,299</td>
<td>12.62%</td>
</tr>
</tbody>
</table>

Submitted by [Signature], Director of Budget and Finance
### 2013 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
as of Month Ended March 31, 2013

<table>
<thead>
<tr>
<th>Month</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>Amount</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$1,026,357</td>
<td>$1,085,253</td>
<td>$897,977</td>
<td>$187,277</td>
<td>-17.26%</td>
</tr>
<tr>
<td>February</td>
<td>788,986</td>
<td>806,227</td>
<td>919,060</td>
<td>112,832</td>
<td>14.00%</td>
</tr>
<tr>
<td>March</td>
<td>823,680</td>
<td>860,826</td>
<td>988,906</td>
<td>128,080</td>
<td>14.88%</td>
</tr>
<tr>
<td>April</td>
<td>1,057,137</td>
<td>1,239,488</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>1,006,438</td>
<td>972,050</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>844,726</td>
<td>915,138</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>848,105</td>
<td>961,433</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>873,559</td>
<td>942,880</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>825,343</td>
<td>980,892</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>939,121</td>
<td>1,076,141</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>843,533</td>
<td>890,325</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>834,781</td>
<td>1,332,645</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>$10,711,766</td>
<td>$12,063,299</td>
<td>$2,805,942</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Year-to-Date Receipts

<table>
<thead>
<tr>
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<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>Amount</th>
<th>Percent Change</th>
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<td>$1,085,253</td>
<td>$897,977</td>
<td>$187,277</td>
<td>-17.26%</td>
</tr>
<tr>
<td>February</td>
<td>1,815,343</td>
<td>1,891,480</td>
<td>1,817,036</td>
<td>(74,444)</td>
<td>-3.94%</td>
</tr>
<tr>
<td>March</td>
<td>2,639,023</td>
<td>2,752,306</td>
<td>2,805,942</td>
<td>53,636</td>
<td>1.95%</td>
</tr>
<tr>
<td>April</td>
<td>3,696,160</td>
<td>3,991,794</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>4,702,598</td>
<td>4,963,844</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>5,547,324</td>
<td>5,878,982</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>6,395,429</td>
<td>6,840,415</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>7,268,988</td>
<td>7,783,295</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>8,094,331</td>
<td>8,764,187</td>
<td></td>
<td></td>
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<tr>
<td>October</td>
<td>9,033,453</td>
<td>9,840,328</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>9,876,985</td>
<td>10,730,653</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>December</td>
<td>10,711,766</td>
<td>12,063,299</td>
<td></td>
<td></td>
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<tr>
<td>Totals</td>
<td>$10,711,766</td>
<td>$12,063,299</td>
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</table>
### Monthly Receipts

<table>
<thead>
<tr>
<th>Month</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$406,862</td>
<td>$403,606</td>
<td>$383,688</td>
</tr>
<tr>
<td>February</td>
<td>$336,710</td>
<td>$335,895</td>
<td>$353,861</td>
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<tr>
<td>March</td>
<td>$362,390</td>
<td>$360,114</td>
<td>$384,674</td>
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<tr>
<td>April</td>
<td>$357,231</td>
<td>$362,957</td>
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</tr>
<tr>
<td>May</td>
<td>$354,925</td>
<td>$360,026</td>
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</tr>
<tr>
<td>June</td>
<td>$349,038</td>
<td>$362,330</td>
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<tr>
<td>July</td>
<td>$337,910</td>
<td>$379,316</td>
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</tr>
<tr>
<td>August</td>
<td>$370,933</td>
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</tr>
<tr>
<td>September</td>
<td>$298,038</td>
<td>$328,283</td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>$352,815</td>
<td>$376,474</td>
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<tr>
<td>November</td>
<td>$358,685</td>
<td>$384,179</td>
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<tr>
<td>December</td>
<td>$360,837</td>
<td>$423,935</td>
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<td>Totals</td>
<td>$4,246,372</td>
<td>$4,436,666</td>
<td>$1,122,223</td>
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### Comparisons

<table>
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<tr>
<th></th>
<th>Amount</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$(19,919)</td>
<td>-4.94%</td>
</tr>
<tr>
<td>February</td>
<td>17,966</td>
<td>5.35%</td>
</tr>
<tr>
<td>March</td>
<td>24,560</td>
<td>6.82%</td>
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</table>

### Year-to-Date Receipts

<table>
<thead>
<tr>
<th>Month</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$406,862</td>
<td>$403,606</td>
<td>$383,688</td>
</tr>
<tr>
<td>February</td>
<td>$743,572</td>
<td>$739,501</td>
<td>$737,549</td>
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<tr>
<td>March</td>
<td>$1,105,962</td>
<td>$1,099,615</td>
<td>$1,122,223</td>
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<tr>
<td>April</td>
<td>$1,463,193</td>
<td>$1,462,573</td>
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</tr>
<tr>
<td>May</td>
<td>$1,818,117</td>
<td>$1,822,598</td>
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<tr>
<td>June</td>
<td>$2,167,155</td>
<td>$2,184,929</td>
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<tr>
<td>July</td>
<td>$2,505,065</td>
<td>$2,564,245</td>
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<tr>
<td>August</td>
<td>$2,875,997</td>
<td>$2,923,795</td>
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<tr>
<td>September</td>
<td>$3,174,035</td>
<td>$3,252,078</td>
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<tr>
<td>October</td>
<td>$3,526,851</td>
<td>$3,628,552</td>
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<tr>
<td>November</td>
<td>$3,885,535</td>
<td>$4,012,731</td>
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<tr>
<td>December</td>
<td>$4,246,372</td>
<td>$4,436,666</td>
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<tr>
<td>Totals</td>
<td>$4,246,372</td>
<td>$4,436,666</td>
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</tbody>
</table>
2013 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
as of Month Ended March 31, 2013

Comparisons of Total Annual Receipts for Previous Seven Years

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Receipts</th>
<th>Percent Change</th>
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</thead>
<tbody>
<tr>
<td>2006</td>
<td>$3,542,080</td>
<td>2.59%</td>
</tr>
<tr>
<td>2007</td>
<td>$3,707,931</td>
<td>4.68%</td>
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<tr>
<td>2008</td>
<td>$3,919,539</td>
<td>5.71%</td>
</tr>
<tr>
<td>2009</td>
<td>$4,090,788</td>
<td>4.37%</td>
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<tr>
<td>2010</td>
<td>$4,267,465</td>
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<tr>
<td>2011</td>
<td>$4,246,372</td>
<td>-0.49%</td>
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<tr>
<td>2012</td>
<td>$4,436,666</td>
<td>4.48%</td>
</tr>
<tr>
<td>Category</td>
<td>FEBRUARY 2012</td>
<td>FEBRUARY 2013</td>
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<tr>
<td>----------------------------------</td>
<td>---------------</td>
<td>---------------</td>
</tr>
<tr>
<td>CALLS FOR SERVICE</td>
<td>1601</td>
<td>1372</td>
</tr>
<tr>
<td>FIRE CALLS</td>
<td>334</td>
<td>327</td>
</tr>
<tr>
<td>ARRESTS, TOTAL</td>
<td>193</td>
<td>162</td>
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<tr>
<td>JUVENILE ARRESTS</td>
<td>18</td>
<td>8</td>
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<tr>
<td>O.V.I. ARRESTS</td>
<td>27</td>
<td>21</td>
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<tr>
<td>TRAFFIC CITATIONS</td>
<td>332</td>
<td>280</td>
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<tr>
<td>PARKING TICKETS</td>
<td>283</td>
<td>375</td>
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<td>ACCIDENT REPORTS</td>
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<tr>
<td>Property Damage</td>
<td>64</td>
<td>61</td>
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<tr>
<td>Injury</td>
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<td>47</td>
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<tr>
<td>Hit-Skip</td>
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<td>OVI Related</td>
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<td>2</td>
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<tr>
<td>Pedestrians</td>
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<td>2</td>
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<tr>
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<tr>
<td>U.C.R. STATISTICS</td>
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</tr>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Assault Total</td>
<td>13</td>
<td>15</td>
</tr>
<tr>
<td>Serious</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Simple</td>
<td>12</td>
<td>13</td>
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<tr>
<td>Burglary</td>
<td>6</td>
<td>10</td>
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<tr>
<td>Larceny</td>
<td>24</td>
<td>42</td>
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<tr>
<td>Auto Theft</td>
<td>3</td>
<td>3</td>
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<tr>
<td>Arson</td>
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<td>1</td>
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<tr>
<td>TOTAL</td>
<td>48</td>
<td>74</td>
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<tr>
<td>CRIME CLEARANCES</td>
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<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Assault Total</td>
<td>12</td>
<td>12</td>
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<tr>
<td>Serious</td>
<td>0</td>
<td>1</td>
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<tr>
<td>Simple</td>
<td>12</td>
<td>11</td>
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<tr>
<td>Burglary</td>
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<td>2</td>
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<tr>
<td>Larceny</td>
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<td>8</td>
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<tr>
<td>Auto Theft</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL</td>
<td>23</td>
<td>29</td>
</tr>
</tbody>
</table>
FOOD SAFETY BASICS

Come join us for an interactive learning opportunity as we present on these basic food safety concepts:

- The Importance of Food Safety
- Good Personal Hygiene Practices
- Time and Temperature Control
- Proper Procedures for Thawing, Cooling, and Reheating
- Preventing Contamination
- Proper Cleaning and Sanitizing
- Safe Food Preparation
- Receiving and Storing Food

When: 1) June 4th, 2013 from 2:00pm to 5:00pm  2) June 5th, 2013 from 9:00am to 12:00pm

Where: City of Kent Health Department in the City Council Chambers at
325 South Depeyster Street, Kent, Ohio 44240 (large groups see note below).

How much: $20.00 per person (Cash or Check Only)

For more information contact Justin Smith at (330) 678-8109 or j.smith@kent-ohio.org

*Registration Form must be submitted 2 days prior to set presentation dates or 30 days prior to requested date if presented at your facility.

**Presentation will be cancelled if there are less than 10 people registered at the registration deadline.

***You may call and request an “in house” presentation at your facility for groups of 10 or more. Cost is $200.00 and includes training materials. Please call for more information.

PLEASE CUT OR TEAR ON THE DOTTED LINE. THE TOP IS FOR YOU TO KEEP. ONLY THE BOTTOM REGISTRATION FORM NEEDS TO BE SUBMITTED.

REGISTRATION FORM

Company Name________________________________________________________

Address_______________________________________________________________

Contact person and telephone number____________________________________

Number attending_____________________________________________________

Circle the class you plan to attend:  1)  or  2)

Mail registration form to: City of Kent Health Department
325 South Depeyster Street
Kent, Ohio 44240
Attention: Justin Smith
April 10, 2013

Mr. William Lillich
Director of Public Safety
City of Kent
319 S. Water St.
Kent, Ohio 44240

INRE: Calculation of Fire Service Incident Rates for 2013

The Franklin Township Trustees have directed me to respond to your letter of March 21, 2013 regarding the same subject.

As calculated in your letter, the Trustees agree to a charge of $1,185.00 per incident for 2013.

Should you have any questions, you may contact me at the Franklin Township Hall Monday through Friday from 1:00 p.m. to 4:00 p.m. at 330-673-2194.

Sincerely,

Kenneth L. Penix
Township Administrator

xc: Trustees (3) via email
    Fiscal Officer via email
    Mr. David Ruller via email
    Mr. David Coffee via email
    Chief Dave Manthey via email