

JACKSON TOWNSHIP
BUDGET AND PLANNING
DOCUMENT*

2014



* Subject to and contingent upon the availability of funds and certification of the Township Fiscal Officer.

TABLE OF CONTENTS

	<u>Page</u>
A. Planning Program Policy	4
1. Objectives of Planning	4
2. Planning Timetable	4
B. Township Demographics	5
1. Census Data	6
2. Historical Summary of Residential & Commercial Permits	8
3. Allotments Approved Since 2002	9
4. Commercial Alterations & Additions	10
5. New Commercial Construction	11
C. Jackson Township Government Overview	12
1. Economic Development	13
2. Township Organizational Structure	15
a. Township Organizational Charts (Attachment C)	15
b. Elected Officials	15
c. Functions and Staffing	16
d. Ancillary Boards	23
1. Board of Zoning Appeals	23
2. Zoning Commission	23
3. Community Improvement Corporation (CIC)	23
e. Citizens Advisory Committees	24
1. Park	24
2. Highway/Traffic	24
3. Community Celebration	24
3. Township Fund Sources	25
4. Levy Status Report for 2014	25
5. Legislative Impact Statement	26
a. Home Rule Resolutions	26
1. Noise Nuisances	26
2. Exterior Maintenance of Multi-Family Buildings	26
3. Sexually Oriented Businesses	26
4. Secondhand Jewelry Dealers	27
5. Entertainment Clubs	27
6. Speed Reduction Policy	27
7. Juvenile Curfew Legislation	27
8. Park Regulations	28
9. Used Goods Dealer Legislation	28
10. Use of Yard Waste Drop Off Area	29
11. Best Bid Criteria	29
12. Vicious Dogs	30
13. Collection of Solid Waste, Refuse and Garbage	30

D. 2014 Township Budget/Plan	31
1. Administration Department	32
a. Summary of Activity	32
b. Summary of 2014 Budget	32
c. 2014 Approved Current Service	32
d. 2014 Approved Add-on Modules	32
2. Fire Department	33
a. Summary of Activity	33
b. Summary of 2014 Budget	33
c. 2014 Approved Current Service	33
d. 2014 Approved Add-on Modules	33
3. Fiscal Department	34
a. Summary of Activity	34
b. Summary of 2014 Budget	34
c. 2014 Approved Current Service	34
d. 2014 Approved Add-on Modules	34
4. Legal Department	35
a. Summary of 2014 Budget	35
b. 2014 Approved Current Services	35
c. 2014 Approved Add-on Module	35
5. Police Department	36
a. Summary of Activity	36
b. Summary of 2014 Budget	36
c. 2014 Approved Current Service	36
d. 2014 Approved Add-on Modules	36
6. Public Works Department – Highway	37
a. Summary of Activity	37
b. Summary of 2014 Budget	37
c. 2014 Approved Current Service	37
d. 2014 Approved Add-on Modules	37
Public Works Department – Central Maintenance	38
a. Summary of Activity	38
b. Summary of 2014 Budget	38
c. 2014 Approved Current Service	38
d. 2014 Approved Add-on Module	38
Public Works Department - Parks & Recreation	39
a. Summary of Activity	39
b. Summary of 2014 Budget	39

c.	2014 Approved Current Service	39
d.	2014 Approved Add-on Modules	39
7.	Zoning and Planning Department	40
a.	Summary of Activity	40
b.	Summary of 2014 Budget	40
c.	2014 Approved Current Service	40
d.	2014 Approved Add-on Module	40

Attachments

Attachment A	Zoning Permits Issued in 2012
Attachment B	Summary of Zoning Permits Issued January – September 2013
Attachment C	Township Organizational Charts (C1 through C7)
Attachment D	Tax Year Valuation & Levies
Attachment E	Home Rule Resolutions

JACKSON TOWNSHIP BUDGET & PLANNING DOCUMENT – 2014

Township Budget/Planning Policy adopted by the Board of Trustees on August 29, 1994.

A. Planning Program Policy

1. Objectives of Planning

- a. To create a structure for township planning and budgeting decision making.
- b. To improve township long-range planning.
- c. To provide continuity in planning and budgeting programs.

2. Planning Timetable (Approximate)

- a. September 1 Planning Cycle begins. Planning module forms sent to all fund managers.
- b. October 15 Planning modules due to Administrator.
- c. October 16 Planning sessions begin.
- d. November 30 Planning sessions end.
- e. December 15 Township Budget and Planning Document passed by resolution of the Trustees and distributed for execution by fund managers.
- f. January 1 TBPD takes effect.
- g. July 1 Fiscal Officer provides UPDATED ESTIMATE OF FUNDS AVAILABLE to Trustees.
- h. July 1 – 31 Trustees hold mid-year budget hearing(s) to review TBPD performance and adjust PM funding should additional funding become available.



Township Demographics



B. Township Demographics

2013 Population Estimate	41,338
1. 2010 Census Data	40,373
<u>Total Population</u>	40,373
Male	19,524
Female	20,849
<u>Household Composition</u>	
Total Households	16,771
Population in Households	39,942
Family Households	11,383
w/children under 18	4,566
Married-Couple Family	9,491
w/children under 18	3,536
Female householder	1,329
w/children under 18	726
Non-Family Households	5,388
Householder Living Alone	4,506
Householder 65 and Over	1,815
 Average Household Size	 2.38
Average Family Size	2.90
 1-Person Households	 4,506
2-Person Households	6,389
3-Person Households	2,533
4-Person Households	2,155
5-Person Households	851
6-Person Households	426
7-or more Person Households	91
<u>Age of Population</u>	
Median Age	44.1
Male	43.0
Female	45.1
 Under 5 years	 2,074
5 to 19	7,691
20 to 29	4,131
30 to 49	9,942
50 to 59	9,436
60 to 69	11,591
70 to 84	3,862
85 and over	1,082

Township Demographics

Housing Units

	18,053
Occupied Units	16,771
Owner Occupied Units	12,021
Renter Occupied Units	4,750
Units in Structure	
Single-Family Detached	11,909 units
Single-Family Attached	1,068 units
2-unit Structure	869 units
3 or 4 units	649 units
5 to 9 units	1,624 units
10 to 19 units	810 units
20 or more units	359 units
Mobile home units	54 units
Year Built	
2005 or later	594 units
2000 to 2004	1,483 units
1990 to 1999	3,454 units
1980 to 1989	2,555 units
1970 to 1979	4,406 units
1960 to 1969	2,564 units
1940 to 1959	454 units
1939 or earlier	599 units

	<u>Jackson Twp.</u>	<u>Stark Co.</u>
<u>Income</u>		
Median Family Income	\$79,679	\$55,690
Median Per Capita Income	\$35,076	\$23,660
Percent Families Below Poverty	3.08%	9.0%
<u>Marital Status (persons 15 yrs. & over)</u>		
Never married	18.6%	28.7%
Married, not separated	50.17%	49.7%
Separated, Widowed or Divorced	14.10%	21.6%
<u>Educational Attainment (persons over 25)</u>		
High School Graduate	21.06%	39.5%
Some College	14.65%	21.2%
Associate Degree	4.76%	8.4%
Bachelor's Degree	16.24%	13.4%
Graduate or Prof. Degree	2.20%	7.1%
High School or Higher	68.96%	89.6%
Bachelor's or Higher	26.17%	20.5%
<u>Vehicles per Occupied Housing Unit (% of Total Units)</u>		
No Vehicles	3.5%	6.7%
One Vehicle	29.9%	31.9%
Two Vehicles	41.6%	39.7%
Three Vehicles or more	23.3%	21.5%

Township Demographics

Occupation

Management	9,039 (43.3%)
Professional Services	5,729 (27.4%)
Sales & Office Occupations	5,848 (28%)
Farming, Fishing, & Forestry	15 (0.07%)
Construction, Extract., Maint.	1,115 (5.3%)
Production, Transportation	1,890 (9.0%)

Industry

Agriculture, Forestry, Mining	104 (0.5%)
Construction	1,003 (4.8%)
Manufacturing	2,946 (14%)
Wholesale Trade	786 (3.7%)
Retail Trade	2,669 (12.8%)
Transportation, Warehousing, Utilities	701 (3.3%)
Information	454 (2.1%)
Finance, Insurance, Real Estate	1,390 (6.6%)
Professional, Scientific, Management, Administrative	2,281 (10.9%)
Educational, Health, Social Service	5,699 (27.3%)
Arts, Entertainment, Recreation, Accommodation, Food Services	1,566 (7.5%)
Other Services	806 (3.8%)
Public Administration	440 (2.1%)

2. Historical Summary of Residential and Commercial Permits; January 2003 – September 2013*.

JACKSON TOWNSHIP ZONING PERMIT AND DEVELOPMENT DATA 2003 THROUGH SEPTEMBER 2013*											
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013*
RESIDENTIAL (SINGLE-FAMILY)	249	276	229	166	96	56	67	58	48	110	77
MULTI-FAMILY UNITS	92	89	41	23	0	21	20	2	18	53	66
RESIDENTIAL ALTERATIONS AND ADDITIONS	286	248	279	242	225	187	182	180	164	212	169
NEW COMMERCIAL	19	25	18	15	12	10	2	7	7	10	5
COMMERCIAL ALTERATIONS AND ADDITIONS	148	156	143	158	150	131	120	138	137	130	89
TOTAL RESIDENTIAL DWELLING UNITS	341	365	270	189	96	77	87	60	65	163	143

3. Allotments Approved between 2002 – as of September, 2013:

Aberdeen Commons*	Condos	36 units (9-4 unit attached)	2002
Arbor Creek	R-R PRD	32 Single-Family Lots	2002
Biltmore Estates	R-R Subdivision	26 Single-Family Lots	2003
Crown Pointe*	R-3 PUD	51 Single-Family Lots	2007
Eagles Landing	R-R Subdivision	10 Single-Family Lots	2005
Estates at Lord's Lake	R-R Subdivision	6 Single-Family Lots	2002
Forest Trail	R-3 PUD	44 Single-Family Lots 62 Attached Condo's	2003
Hunters Chase	R-R Subdivision	81 Single-Family Lots	2002
Manda Subdivision	R-R Subdivision	4 Single-Family Lots	2003
Mont Clair Prov. At Lord's Lake	R-R Subdivision	9 Single-Family Lots	2003
Mudbrook Village	R-R PRD	47 Single-Family Lots 62 Single-Family Condo's	2002
Rolling Green	R-1 Subdivision	43 Single-Family Lots	2004
Rose Hill Villas*	R-3 PUD	43 Single-Family Lots	2005
Scenic Ridge	PRD	34 Single-Family Lots	2003
Scotsbury Green*	R-3 PUD	50 units (4 units attached condos)	2002
Scotsbury Highlands	R-1 Subdivision	32 Single-Family Lots	2007
Scotsbury Hills	R-1 Subdivision	47 Single-Family Lots	2003
Spring Landing	R-1/R-1A Subdivision	14 Single-Family lots	2007
Turnstone	R-R Subdivision	20 Single-Family Lots	2007
Universal Development*	R-3 PUD	188 quad units	2011
Vail Farm*	R-3 PUD	65 Single-Family Lots 66 Attached Condos	2004
Wyndam Ridge	R-R Subdivision	63 Single-Family Lots	2002
Xander Place	R-R Subdivision	6 Single-Family Lots	2005

*Zoning District Amended



Township Demographics

4. Commercial Alterations and Additions permitted in January 2013 through September 12, 2013 include the following major projects with a valuation over \$100,000:

Business	Address	Street	Valuation	Alteration/Addition
Leslie's Pool Supplies	4468	Belden Village NW	\$120,000.00	Interior Remodeling
Aultman Compassionate Care Center	2821	Woodlawn NW	\$290,000.00	Interior Remodeling
Yankee Candle	5530	Dressler NW	\$120,000.00	Interior Remodeling
Potbelly Sandwich Shop	4460	Belden Village NW	\$250,000.00	Interior Remodeling
DiBella Subs	4220	Belden Village	\$385,000.00	Interior Remodeling/Shell
Ulta Beauty	5564	Dressler NW	\$400,000.00	4 Tenant Spaces into 1
Spitzer Chevrolet	7111	Sunset Strip NW	\$1,000,000.00	Interior/Exterior Renovations
Select Comfort	4230	Westfield Shopping Town	\$150,000.00	Interior Remodeling
Cain Toyota	6527	Whipple NW	\$3,000,000.00	Interior Remodeling/New Additions
North Canton Skate Center	5475	Whipple NW	\$480,000.00	Attached indoor Recreation Center Addition
DiBella Subs	4220	Belden Village NW	\$225,000.00	Interior Remodeling
MaMa Fu's/The Rail	4347	Westfield Shopping Town Mall	\$100,000.00	Shell Only/Interior Dividing Wall
Six	4230	Westfield Shopping Town Mall	\$140,000.00	Interior Remodeling
Ulta Beauty	5522	Dressler NW	\$300,000.00	Interior Remodeling/Units 35, 40, 45 & 49
Habegger Corporation	7880	Whipple NW	\$100,000.00	Change in Occupancy & Interior Remodeling
Community Health Care Pediatrics	7452	Fulton NW	\$100,000.00	Interior Remodeling/Façade Changes
Burger King	4670	Portage NW	\$220,000.00	Interior Remodeling/Façade Changes/Parking Lot
Lane Bryant	4230	Westfield Shopping Town Mall	\$100,000.00	Interior Remodeling
Mattress Firm	4471	Belden Village NW	\$165,000.00	Interior Remodeling
Mercy Jackson Therapy Suite	7337	Caratis Circle NW	\$500,000.00	Interior Remodeling/2 nd Floor
Stark County Engineer Airport Outpost	8655	Frank NW	\$135,000.00	Detached Salt Storage Building
Holiday Inn	4520	Everhard NW	\$6,500,000.00	Interior Remodeling/3 rd Floor Addition

America's Best Contacts & Eyeglasses	4820	Everhard NW	\$150,000.00	Interior Remodeling
Total valuation of construction			\$14,930,000.00	

Total Residential Dwelling Units 1980 through September, 2013:

Years Residential Dwelling Units Built	Total Dwelling Units
1980 through 1989	1,954
1990 through 1999	3,104
2000 through 2010	2,215
January 2011 through September, 2013	372
Total dwelling units January 1, 1980 through September, 2013	7,645

The total value of all other commercial alterations and additions was \$1,484,785.00 from January, 2013 through September, 2013 for a total of \$16,414,785.00.

5. New Commercial Construction permitted January, 2013 through September, 2013 include the following:

Business	Address	Street	Valuation
Giant Eagle/BP	4625	Portage NW	\$200,000.00
Springhill Suite Hotel	5770	Dressler NW	\$5,985,000.00
Jax Storage	4539	22nd Street NW	\$100,000.00
Hyatt Place	5421	Whipple NW	\$6,229,999.00
AJ Diana & Sons	2776	Erie Street NW	\$50,000.00
Total Value as reported			\$12,564,999.00

See attachment (A) for a summary of zoning permits issued in 2012 and attachment (B) for a summary of permits issued January through September, 2013.



Jackson Township Government Overview



C. Jackson Township Government Overview

1. Economic Development

Jackson Township has completed the first major hurdle toward moving aggressively and cooperatively forward on economic development for the Jackson Township community. By completing the Cooperative Economic Development Agreement (CEDA) with the City of Canton, Township officials are working for the betterment of Jackson Township and the entire Stark County region.

The CEDA agreement accomplished two major goals for Jackson Township and the residents. First, it successfully protects our eastern border (west of the railroad tracks) from encroachment and annexation threats from North Canton. Such aggressive annexation would have been a serious threat to major parts of Jackson Township's economic base, including our industrial areas, the Strip and Westfield Belden Village Mall. If such annexations had taken place, they would have had a devastating impact on Jackson's ability to provide the quality police, fire/EMS, road, and other Township services that our residents expect.

Second, it allows Jackson Township and the City of Canton to establish a partnership to negotiate Joint Economic Development Districts (JEDD's) and CEDA's to assist companies in locating to our Township and to provide them with the necessary infrastructure and personnel that are already in place to service these areas and to attract businesses for development. By working together, we can jointly market properties for development and share in the tax revenue in order to provide the infrastructure. We would be able to leverage both our strengths to provide attractive options for new businesses, companies and organizations that neither Jackson nor Canton could do on their own.

We firmly believe this economic development agreement between Jackson Township and the City of Canton will lead the way for years to come in bringing new jobs to our Township and region. We have done so without increasing the tax burden on our residents or any businesses that do not want to be a part of these newly developed areas.

This is truly an example of two communities working together for the betterment of Jackson Township and Stark County, by working harder and smarter. This is exactly the kind of leadership Jackson Township residents want from their government...cooperative, forward-looking, and a win-win for all.

On August 23, 2011, Jackson Township entered into an economic development agreement with the City of Canton which provides for shared income tax on any new Joint Economic Development District (JEDD) agreements. The first JEDD is located on land at the corner of Frank Avenue and Shuffel. The land was transferred by the State of Ohio from the Highway Patrol to Stark State College. The first project at this location is the Stark State College and Timken Company's Wind Energy Research and Development Center. All who work on that land, including the construction workers who build the facilities, are subject to an income tax. The tax will be used by Jackson Township to offset property taxes for safety forces in an effort to keep property taxes down. The agreement also protects our commercial tax base by prohibiting annexation by the City of Canton for 50 years, and blocks North Canton from annexing property west of the railroad tracks.

Jackson Township Government Overview

Mutual Economic Development Agreement (MEDA)

In 2013, Jackson Township, Plain Township, North Canton and Canton agreed to enter into a Mutual Economic Development Agreement (MEDA) which designates land in the townships for shared development. The land included in the agreement is the stretch of property that generally runs alongside Whipple Avenue, north of 38th Street NW, to the Summit County border.

Government officials will market the land to businesses and offer them the option of creating joint economic development districts. The mutual economic development agreement allows the four entities to work cooperatively instead of independently to attract business and jobs to our region.

2. Township Organizational Structure

- a. Township Organizational Charts (See Attachment C)
- b. Elected Officials – Three Trustees and a Fiscal Officer are elected to four year terms. The Board of Trustees is the legislative authority of the Township, and the Fiscal Officer is the legal guardian of township financial records.



PICTURED FROM LEFT TO RIGHT: FISCAL OFFICER RANDY GONZALEZ, JACKSON TOWNSHIP TRUSTEES TODD J. HAWKE, JAMES N. WALTERS AND JOHN E. PIZZINO.



Jackson Township Government Overview

c. Functions and Staffing

1. The Administration Department provides for the administration and implementation of the policies, resolutions and special projects of the Board of Trustees. The department consists of the Township Administrator, who supervises all departments, an Administrative Assistant, Personnel Assistant and a Receptionist/Secretary.



2. The Fiscal Office maintains the financial records of the Township, processes payroll, invests Township funds, and pays bills. The Fiscal Office consists of the Chief Assistant Fiscal Officer, Assistant Fiscal Officer Payroll, and the Assistant Fiscal Officer Accounts Payable. The elected Fiscal Officer is legal guardian of financial records and Board of Trustees' meeting minutes.

In addition, the Fiscal Officer assists the Board of Trustees in financial planning and forecasting, and in promoting economic development using such tools as Cooperative Economic Development Agreements (CEDA's), Joint Economic Development Districts (JEDD's), and Tax Increment Financing (TIF). The Fiscal Officer prepares projections of the economic impact that these tools have on the Township's current and future financial condition.

The Township has been proactive by establishing the following funds for anticipated expenses. Three types of funds that are permitted by statute are:

1. Accumulated Benefits Fund for the purpose of accumulating resources for the payment of accumulated sick and vacation leave, compensatory time, upon termination of employment or retirement.
2. Capital Projects Fund for the purpose of accumulating resources for the acquisition, construction or improvement of fixed assets such as buildings, equipment, and vehicles.
3. Reserve Balance Fund for the purpose of accumulating resources for stabilizing a department budget against cyclical changes in revenues and expenditures. This allows a department to use the funds for operations in the later years of their levy.

Jackson Township Government Overview

3. The Fire Department provides multiple levels of services to the community in the form of fire suppression, emergency paramedic ambulance service, fire prevention, safety education and public awareness programs. The department employs 67 career and 32 part-time firefighters, three full-time and one part-time office administrative personnel working from five fire stations. The community carries a Class 3 fire insurance rating.



4. The Legal Department provides counsel to the Board of Trustees, Administrator, Department Heads, Board of Zoning Appeals, Zoning Commission, Board of Fire Code Appeals, Community Improvement Corporation, and LOGIC. The department includes a full-time Law Director and a Legal Secretary/Assistant.

Jackson Township Government Overview

5. The Police Department operates under a COP (Community Oriented Policing) philosophy. The department currently has 44 full-time officers, seven part-time officers, one administrative assistant to the Chief of Police, seven full-time clerical staff, and one part-time clerical staff. The department participates in P.R.I.D.E., Safety Village, “Hooked on Fishing, not on Drugs” and other community education initiatives as well as hosting regular neighborhood and crime prevention meetings.



Jackson Township Government Overview

6. The Public Works Department is responsible for the repair and maintenance of township buildings, equipment, parks, roadways, and snow and ice control. The Jackson Township Board of Trustees consolidated the Central Maintenance, Parks, and Highway functions into one Public Works Department in order to operate more efficiently under ongoing economic constraints. It is anticipated that approximately 57 percent of local government funds will not reach the township due to State budget cuts. This restructuring is one of the proactive steps that the Board of Trustees and Fiscal Officer have taken to reduce costs while continuing to maintain services.



Jackson Township Government Overview

- A. The Highway Division provides repair and maintenance of 202 miles of Township roadways, including surface and drainage maintenance, street sweeping, roadside mowing, sign maintenance, snow and ice control, and maintains year-round resident yard debris drop-off area. The department consists of the Highway Superintendent, Road Foreman, Secretary, 10 full-time Labor Specialists and one part-time temporary Labor Specialist.

The Highway Division office contracts resurfacing, re-striping, re-curbings and drainage projects while managing the new equipment purchase, repair and maintenance of equipment and overall highway operations.

The office further communicates with the Stark County Engineer, other County agencies, and the Ohio Department of Transportation to promote and coordinate new joint traffic and allotment construction projects within Jackson Township.

- B. The Central Maintenance Division provides maintenance and repairs for buildings and vehicles in the Township. Vehicle Maintenance provides necessary repairs and maintenance on most all Township vehicles and equipment. Facility Maintenance provides maintenance and repairs to the Township Facilities. In addition, Central Maintenance provides purchasing and distribution of supplies, support for wireless and cellular services, housekeeping, and assistance on projects for the Township. The Department consists of the Central Maintenance Foreman, Building Maintenance Supplies Coordinator, Central Maintenance Worker, and three Mechanics. Office cleaning services are outsourced.
- C. The Parks and Recreation Division provides recreational services to the community. Township Parks include:
- a. North Park – 70 acres, north side of Fulton Drive
 - b. South Park – 95 acres, south side of Fulton Drive
 - c. Joseph E. Fisher Park – 27 acres, Lake O'Springs Avenue NW
 - d. Nelson M. Keck Park – 10 acres, Wales Avenue NW
plus 21 adjacent acres = approximately 31 acres
 - e. Crystal Springs Bridge Park – connects Ohio & Erie
Canal Towpath with Erie Avenue
 - f. Edward & Mary Zink Park – $\frac{3}{4}$ acre, 38th Street & Michael Street NW
 - g. Stuhldreher Street Fields – 11 acres, Stuhldreher &
Hills & Dales NW
 - h. Strausser Fields – 8 acres, Strausser Street NW

Jackson Township Government Overview

In addition to maintaining the Parks, the department maintains the grounds of the Township Administration Building, Public Works Department, Recycling Station, Safety Center, Jackson Branch Library, outlying fire stations, and other Township-owned properties.

The Parks and Recreation Division consists of two Park Maintenance and Programming Supervisors, four full-time maintenance personnel, and seven seasonal and temporary employees.

Jackson Township Government Overview

7. The Zoning and Planning Department consists of three employees: Zoning Inspector, Assistant Zoning Inspector, and Zoning Investigator. The Zoning and Planning Department processes permits for all residential and commercial construction projects along with permits for non-construction projects within the Township. The staff reviews all site development plans for residential subdivisions and commercial developments to determine compliance with zoning regulations and coordinates with Stark County Regional Planning and other agencies regarding development plans.

Jackson Township completed a Long Range Comprehensive Plan, assisted by McKenna Associates, in May 2006. This plan provides a vision for the Township's future.



Jackson Township Government Overview

d. Ancillary Boards

1. ***Board of Zoning Appeals***

The Jackson Township Board of Zoning Appeals (BZA) is a quasi-judicial board established in accordance with the Ohio Revised Code. There are five regular board members and one alternate member appointed by the Board of Township Trustees. The function of the BZA is to consider requests for variances to the zoning resolution and conditional uses. The BZA also hears appeals from the decision of the zoning inspector. From January 2013 through September 2013, eighteen (18) appeals were filed with the Board of Zoning Appeals.

2. ***Zoning Commission***

The Jackson Township Zoning Commission is comprised of five members and one alternate appointed by the Board of Township Trustees. The board is responsible for issuing recommendations regarding proposed revisions to the zoning resolution, including map amendments as well as zoning text changes. The Board of Trustees can act to approve, deny, or modify the recommendation of the Zoning Commission. Six (6) amendment applications were filed between January, 2013 and September, 2013.

3. ***Community Improvement Corporation (CIC)***

The CIC consists of nine members including a member of the Jackson Township Board of Trustees, three members appointed by the Board of Trustees, a representative of the Chamber of Commerce and four members appointed by the CIC Board who are Jackson Township residents or business owners and/or managers. The purpose of the CIC is to advance, encourage and promote the industrial, economic, commercial and civic development of the Township.

e. Citizens Advisory Committees

1. ***Park Committee***

This committee consists of six appointed members and is responsible for assisting and advising the Board of Trustees on park issues. Some of those issues are capital improvements, park rules and regulations and long range planning.

2. ***Highway/Traffic Committee***

This committee was established in 1996 and is made up of Township citizens interested in Jackson traffic improvement. The committee meets in the spring and fall to be familiar with the background of financing, grant applications, jurisdiction control and general tools available for the public approach to traffic improvement. Discussion centers on review and analysis of past and future direction of all roadway problems, project construction and financing. Citizen involvement provides problem input and better understanding of the continuously growing needs for traffic improvement in the Township.

3. ***Community Celebration Committee***

The committee is responsible for the annual Jackson Community Celebration that is held in the Jackson Township North Park in June of each year. The committee consists of a chairperson, vice-chairperson, several sub-committees and Township department representatives. The sub-committees oversee food concessions, 5K run, car show, the children's area, sponsorship, fireworks, entertainment, security and volunteers. This four-day event attracts approximately 50,000 people each year.

Jackson Township Government Overview

2. Township Fund Sources

a. 2014 General Fund Estimated Revenues Taxes, Fees, Interest, Leases, Fines, Other	\$2,234,097
b. Net unencumbered carryover General Fund	\$3,254,689
All Other Funds	<u>5,363,101</u>
(Does not include any carryover of Capital, Retirement or Reserve funds)	\$ 8,617,790
c. Levy Monies (See attachment D)	<u>\$17,901,417</u>
TOTAL	\$26,753,304

3. Levy Status Report for 2014

<u>Levy</u>	<u>Date Approved</u>	<u>Levy Years</u>	<u>Voted Millage</u>	<u>Estimated Proceeds</u>
Fire	11/08/11	12-15	6.00 M.	7,469,662
Park	05/07/13	13-17	1.00 M.	1,244,944
Police	11/03/09	10-14	4.50 M.	5,536,401
Road	11/05/13	13-17	3.00 M.	1,185,398
Total Voted Millage			14.5 M.	\$15,436,405

	<u>Inside Millage</u>	<u>Amount</u>
General Fund - Continuous	.30 M	373,483
Road & Bridge - Continuous	<u>1.70 M</u>	<u>2,091,529</u>
Total Inside Millage	2.00 M.	\$2,465,012
Total Tax Monies		\$17,901,417

	<u>2012 Tax Year Valuation</u>	<u>2013 Tax Year Valuation</u>
With Hills & Dales	\$1,227,686,880	\$1,244,943,590
Without Hills & Dales	\$1,213,090,800	\$1,230,311,280

Jackson Township Government Overview

4. Legislative Impact Statement

a. Home Rule Resolutions (See Attachment E)

1. **Noise Nuisances – Adopted 7/14/92**

No person shall make, cause, suffer, allow or permit to be made within Jackson Township, Stark County, Ohio, any unreasonable loud, disturbing and unnecessary noise or noises of such character, intensity or duration as to be detrimental to the life, health and right to peace and enjoyment of any individual.

Violators are subject to a fine of \$100 for the first offense and \$300 for each subsequent offense.

Amended Noise Nuisance Legislation – Adopted 8/20/96

Deleted Dog Kennel exemption.

2. **Exterior Maintenance of Multi-Family Buildings – Adopted 3/22/93**

To protect the public health, safety and welfare in all existing multi-family structures and premises by establishing minimum requirements and standards for premises, structures, buildings, equipment and facilities for light, ventilation, space, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance.

Violators shall be subject to a fine of \$500 for the first violation and \$750 for each subsequent violation.

Amended Property Maintenance Code – Adopted 7/18/95

Include in the Property Maintenance Code single family and two family rental dwellings and related premises.

Amended Property Maintenance Code – Adopted 8/14/06

Include in the Property Maintenance Code owner occupied single-family homes.

3. **Sexually Oriented Businesses – Adopted 2/8/94**

No person shall engage in, conduct or carry on, or permit to be engaged in, conducted or carried on in the unincorporated areas of Jackson Township, the operation of a sexually oriented business without first having obtained a permit from the Board of Trustees. An initial, nonrefundable filing fee of \$1,000 is required and an annual nonrefundable renewal fee of \$500.

Violators can be subject to a \$1,000 fine for an offense.

Jackson Township Government Overview

4. ***Secondhand Jewelry Dealers – Adopted 5/10/94***

A pawnbroker licensed under ORC Chapters 4727 or 4728 is required to supply the Detective Bureau of the Jackson Township Police Department with a copy of the page(s) of the book required to be kept by ORC Sections 4727.08 and 4728.06 describing a purchase of secondhand articles made or containing gold, silver, platinum or other precious metals or jewels of any description.

5. ***Entertainment Clubs – Adopted 7/12/94***

No person shall engage in, conduct or carry on, or permit to be engaged in, conducted or carried on in the unincorporated areas of Jackson Township, the operation of an entertainment club on any day without first having obtained a permit from the Board of Township Trustees. An initial, nonrefundable filing fee of \$1,000 is required and an annual nonrefundable renewal fee of \$500.

Violators can be subject to a \$1,000 fine for an offense.

6. ***Speed Reduction Policy – Adopted 9/12/95***

Reduction of speed limits on Township roads require, among other matters, the completion of a speed zone warrant analysis in accordance with the Ohio Department of Transportation Manual and receipt of a recommendation from the Township Highway Supt. And when applicable, the County Engineer's office as to whether a particular speed limit should be reduced and if so, the reduction amount, before the Board of Trustees will make a decision as to what is the reasonable and safe prima-facie speed limit for the specified Township road area.

7. ***Juvenile Curfew Legislation – Adopted 8/20/96***

Prohibits persons under the age of 18 from being in public places from 11:00 p.m. Sunday to Thursday until 6:00 a.m. the following day and from 12:01 a.m. until 6:00 a.m. on Saturday and Sunday.

Exception if the minor was:

- a. accompanied by the minor's parent or guardian;
- b. on an errand to the direction of the minor's parent or guardian without any detour or stop;
- c. in a motor vehicle involved in interstate travel;
- d. engaged in an employment activity, or going to or returning home from an employment activity;
- e. involved in an emergency;
- f. on the sidewalk abutting the minor's resident or abutting the residence of a next door neighbor if the neighbor did not complain to the police department about the minor's presence;
- g. attending an official school, religious or other recreational activity supervised by adults and sponsored by Jackson Township, a civic organization or another similar entity that takes responsibility for the minor or going to or returning home from, without any detour or stop,

Jackson Township Government Overview

- an official school, religious or other recreational activity supervised by adults and sponsored by Jackson Township, a civic organization or another similar entity that takes responsibility for the minor;
- h. exercising First Amendment rights protected by the United States Constitution, such as the free exercise of religion, freedom of speech and the right of assembly;
- i. married or had been married or is lawfully emancipated.

An unruly charge in Juvenile court is filed against the juvenile. Parents, guardians or business establishment owners can be issued a home rule citation after the warning for knowingly allowing a violation of the curfew legislation. ***Fine of \$25 for second violation and \$50 for subsequent violations.***

8. ***Park Regulations – Adopted 10/8/96, Amended 6/23/03, Amended 8/25/08***

Regulations for the operation of Township parks. The following were adopted:

- a. Section 101.01 – Hours of Operation
- b. Section 101.02 – Injuring or Climbing Upon Trees, Fences and Gates, Digging Upon Sod or Grass, Littering, Glass Containers
- c. Section 101.03 – Interference with Park Employees
- d. Section 101.04 – Alcoholic Beverages
- e. Section 101.05 – Kindling of Fire
- f. Section 101.06 – Firearms
- g. Section 101.07 – Hunting
- h. Section 101.08 – Disposition of Refuse or Litter
- i. Section 101.09 – Games, Amusement and Business Activities
- j. Section 101.10 – Motor Vehicles, Motorcycles, Bicycles and Skaters (in-line or other)
- k. Section 101.11 – Horses
- l. Section 101.12 – Golf
- m. Section 101.13 – Signs, Posters
- n. Section 101.14 – Disorderly Conduct
- o. Section 101.15 – Pets
- p. Section 101.16 – Fishing; Use of North Pond, Deck and Gazebo
- q. Section 101.17 – Use of Park Facilities; Recreational Fields/Courts
- r. Section 101.18 – Fundraising
- s. Section 101.19 – Fines and Penalties
- t. Section 101.20 – Severability

After warning, violators can be issued a home rule citation. Fine of \$50 for second violation and \$200 for each subsequent violation.

9. ***Used Goods Dealer Legislation – Adopted 10/15/03***

Means any person, firm or corporation dealing in the purchase or sale of second-hand articles of whatever nature or electronic goods and articles,

Jackson Township Government Overview

including but not limited to gaming systems, compact discs, audio-video equipment and any other second-hand articles of whatever nature. Any person, firm or corporation falling under the definition of a Used Goods Dealer shall not receive any articles from any minor, any person who is at the time intoxicated or under the influence of a controlled substance or any person who is known or believed to be a thief or a receiver of stolen property. There are record keeping requirements.

A fine of \$25.00 for the first violation and \$100.00 for each subsequent violation.

10. Use of Yard Waste Drop Off Area – Adopted 8/23/04, Amended 5/12/08, Amended 11/13/12, Amended 11/27/12

- a. Only residents of Jackson Township bringing yard waste from their property can use the designated yard waste drop off area. Residents must appear in person at the drop off site with proof of residency in Jackson Township.
- b. No commercial businesses, commercially labeled vehicles or vehicles in excess of 8600 GVW are permitted drop off at the site. No construction materials, treated wood, dirt, rocks or plastics can be dropped off at the site. Only biodegradable yard waste will be accepted. Plastic bags used for transport must be removed from the material.
- c. No drop off after posted drop off hours of operation as determined by the Board of Trustees.

New Hours Effective November 27, 2012:

Monday – Friday 8:00 a.m. – 3:00 p.m.

Saturday 9:00 a.m. – 5:00 p.m.

Closed on Sunday and Holidays

- d. Sign(s) shall be posted by Township personnel containing these regulations.
- e. ***Whoever violates this resolution is subject to a fine of \$500 for the first violation and a fine of \$1,000 for each subsequent violation.***

11. Best Bid Criteria – Adopted 11/14/05

Establishes the criteria for the awarding of all competitively bid construction contracts including prior work performance and reliability and the location of the bidder's headquarters and employees.

12. *Vicious Dog Legislation – Adopted 10/14/08*

- a. Section 101 – Definitions
- b. Section 102 – Registration of Vicious Dogs
- c. Section 103 – Registration Deadlines
- d. Section 104 – Registration Fees
- e. Section 105 – Persons Exempt from Registration Requirements
- f. Section 106 – Temporary Registration
- g. Section 107 – Notice to be given to Township upon Transfer of Ownership or Removal of Vicious Dog from Township
- h. Section 108 – Prohibition of Unregistered Vicious Dogs: Penalties
- i. Section 109 – Confinement/Leash Requirements
- j. Section 110 – Insurance Requirements
- k. Section 111 – Confinement/Leash/and Insurance Requirements Penalties
- l. Section 112 – Effective Date

Violators are subject to a fine of \$100.00 for the first violation and \$200.00 for each subsequent violation.

13. *Regulation of Collection of Solid Waste, Refuse and Garbage – Adopted 9/26/11*

All collection of solid waste, refuse and garbage within the limits of Jackson Township within 500 feet of a residential dwelling, apartment building or other residential structure be limited to the hours of 6:00 a.m. and 8:00 p.m.

Violators are subject to a fine of \$500.00 for the first violation and \$1,000.00 for each subsequent violation.

2014

TOWNSHIP

BUDGET/PLAN

1. Administration Department

a. *Summary of Activity* –The Administration Department implements the projects and policies of the Board of Trustees. Through October 2013 the department handled 812 telephone inquiries to Township Hall.

b. *Summary of 2014 Budget*

1. Source of Funding

a. General Fund **\$649,693**

2. Total Expenditures Approved **\$649,693**

c. *2014 **Approved** Current Service*

1. Administrative Operations \$604,693

d. *2014 **Approved** Add-on Modules*

1. Emergency Management Funding \$20,000

2. Copier 15,000

3. Network Server Core 10,000

\$45,000

2. **Fire Department**

a. *Summary of Activity* – Through November 2013 the Fire Department responded to more than 5,600 alarms which represents a 3% increase in activity from the previous year.

b. **Summary of 2014 Budget**

1. Estimated Revenue (includes carryover)	
a. Fire Levy	\$8,082,831
b. Ambulance Fund	<u>1,552,178</u>
	\$ 9,635,009
2. Reserve Accounts	
a. Accumulated Benefits Fund	\$613,900
b. Fire Capital Projects	689,354
c. Fire Reserve Balance	<u>716,877</u>
	\$2,020,131

Total Expenditures Approved **\$10,931,257**

c. **2014 Approved Current Service**

1. Fire Suppression, EMS, Training & Fire Prevention	\$8,340,725
2. Traffic Lights Maintenance Contract	2,500
3. HazMat Team Membership – Stark County	9,000
4. EMS Operations	1,528,178
5. Computer Licensing	10,000
6. Life Pack Equipment Contract	8,500
7. EMS Cot Service Contract	<u>5,500</u>
	\$ 9,904,403

d. **2014 Approved Add-on Modules**

1. AFG Turnout Gear	\$11,730
2. AFG Regional Radio	53,000
3. Computer Replacement	7,000
4. Computer Network Server	20,000
5. Fire Hose Replacement	15,000
6. Personal Protective Equipment Extractor	10,000
7. Fire Accumulated Benefit (Retirements)	200,000
8. Fire Reserve Capital Expense (Fire Stations Improvements)	100,000
9. Fire Reserve Capital Expense (Ambulance)	224,000
10. Fire Reserve Balance (Transfer into 210 Fire Fund)	<u>386,124</u>
	\$1,026,854

3. Fiscal Office

- a. *Summary of Activity* – The Fiscal Office conducts the financial administration of the Township.

b. *Summary of 2014 Budget*

1. Estimated Revenue	
a. General Fund	\$ 978,450
1. Total Approved Add-on Modules	94,000
b. Self-funded liability insurance	589,689
c. T.I.F	170,000
d. Light Assessment Fund	241,871
e. Self-funded Medical Insurance	<u>3,990,733</u>
	\$6,064,743
2. Total Expenditures Approved	\$5,217,450

c. *2014 Approved Current Service*

1. Operations	
a. General Fund	\$ 978,450
b. Self-funded liability insurance	500,000
c. T.I.F. Fund	170,000
d. Light Assessment Fund	175,000
e. Self-funded Medical Insurance	3,200,000
f. General Accumulated Benefits Fund	<u>100,000</u>
	\$5,123,450

d. *2014 Approved Add-on Modules*

1. Kronos migration to new Township Server	\$ 5,000
2. Township server consolidation	15,000
3. Financial Accounting & Payroll Software	<u>74,000</u>
	\$94,000

4. **Legal Department**

a. **Summary of 2014 Budget**

1. Source of Funding	
a. General Fund	\$212,322
2. Total Expenditures Approved	\$212,322

b. **2014 *Approved* Current Service**

1. Current Level of Service	\$207,322
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c. **2014 *Approved* Add-on Module**

1. Server Core	<u>\$ 5,000</u>
	\$ 5,000

5. **Police Department**

- a. *Summary of Activity* – The Police Department will answer approximately 35,000 calls for service in 2013. Patrol officers operate a comprehensive crime prevention effort in their assigned neighborhoods based on a community oriented policing philosophy of service.

b. **Summary of 2014 Budget**

1. Estimated Revenue (includes carryover)

a. Police Levies and Grants	\$7,295,845
b. Law Enforcement Trust Fund	93,150
c. OMVI Fund	28,002
d. Federal DOJ Sharing	201,567
e. C.P.T. Reimbursement Fund	0
	<u>\$7,618,564</u>

2. Reserve Accounts

a. Accumulated Benefits Fund	\$ 999,473
b. Capital Projects	1,471,617
c. Reserve Fund	<u>1,442,536</u>
	<u>\$3,913,626</u>

3. Total Expenditures Approved

\$8,252,736

c. **2014 Approved Current Service**

1. Department Operations	\$3,341,258
2. Patrol Division	3,186,115
3. Juvenile Services Officer	89,462
4. Law Enforcement Trust Fund	50,000
5. OVI-Enforcement Fund	5,000
6. Equitable Sharing Fund	50,000
7. Accumulated Benefits Fund	100,000
8. Capital Projects	0
9. Levy Balancing & Reserve Balance Fund	<u>726,893</u>
	<u>\$7,548,728</u>

d. **2014 Approved Add-on Modules**

1. FBI Task Force	\$ 104,670
2. School Resource Officers	42,106
3. SWAT Team	45,004
4. Detective Bureau	384,503
5. Metro Narcotics Unit	102,725
6. New Server	<u>25,000</u>
	<u>\$ 704,008</u>

6. Public Works Department – Highway

- a. *Summary of Activity* – The Highway Division repairs and maintains 202 miles of township roadways. Township roads are resurfaced based on a yearly inspection to prioritize and upgrade the worst roads.

b. *Summary of 2014 Budget*

1. Estimated Revenue (includes carryover)	
a. Motor Vehicle License Fees	\$ 311,518
b. Gas Tax	779,486
c. Road and Bridge	3,582,775
d. Permissive MVL Tax Fund	358,513
e. Road Levy	<u>1,883,160</u>
	\$6,915,452
2. Reserve Accounts	
a. Accumulated Benefits Fund	\$ 155,473
b. Highway Capital Projects	<u>3,290,877</u>
	\$3,446,350
3. Total Expenditures Approved	\$10,361,802

c. *2014 Approved Current Service*

1. Highway & Drainage Maintenance Operations	\$ 4,443,237
2. New Construction	671,160
3. Capital Projects	2,488,411
4. Accumulated Benefits Fund	<u>155,473</u>
	\$ 7,758,281

d. *2014 Approved Add-on Modules*

1. Highway & Drainage Maintenance Operations	
a. Re-striping	\$ 50,000
b. Stark County Soil & Water Conservation	5,150
c. Snow/Ice Control	338,240
d. New Asphalt Paver	91,000
e. New Cab and Chassis w/Dumping Flatbed	40,505
f. New Cab and Chassis w/Dump Body	35,000
g. New Dump Body to Replace Flatbed on Existing Truck (1 of 2)	5,205
h. New Dump Body to Replace Flatbed on Existing Truck (2 of 2)	5,205
i. Hot Tack Emulsion Sprayer	5,710
j. Hydraulic Breaker for Bobcat	7,040
k. Network Server Core	<u>6,000</u>
	\$589,055
2. New Construction	
a. Engineering	\$ 5,000
b. Resurfacing	1,100,000
c. Manhole Adjusting Rings (for resurfacing)	7,000
d. Curbing Replacement	<u>100,000</u>
	\$1,212,000
3. Capital Projects	
a. Fulton Widening from Brunnerdale to Foxboro (design & mgt.)	\$277,466
b. Frank Ave. – Portage to Strausser Phase Two (construction)	375,000
c. Fulton Storm Sewer	<u>150,000</u>
	\$ 802,466

7. Public Works Department – Central Maintenance

a. *Summary of Activity* – The Central Maintenance Department provides maintenance and repair services for Township buildings and vehicles. It also provides cleaning services for the Township Administration Building, Safety Center and Public Works facility.

b. *Summary of 2014 Budget*

1. Source of Funding

a. General Fund **\$635,285**

2. Total Expenditures Approved **\$635,285**

c. *2014 **Approved** Current Service*

1. Central Maintenance Operations \$627,285

d. *2014 **Approved** Add-on Module*

1. Network Server Core \$ 8,000
\$ 8,000

8. Public Works Department – Parks

a. Summary of Activity – In 2013 an estimated 74,650 children and adults attended special events and recreation programs offered through the Township. 4,550 children and adults participated in organized youth sports programs, schools, churches and organizations. Approximately 200 shelter permits and 32 field permits were issued.

b. Summary of 2014 Budget

1. Estimated Revenue (includes carryover)	
a. Park Levy	<u>\$1,523,370</u>
	\$1,523,370
2. Reserve Accounts	
b. Accumulated Benefits Fund	\$54,015
c. Park Capital Projects	0
d. Park Reserve Balance	<u>0</u>
	\$54,015

Total Expenditures Approved	\$1,523,370
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c. 2014 **Approved** Current Service

1. General Operations	\$894,544
2. Programming	<u>37,388</u>
	\$931,932

d. 2014 **Approved** Add-on Modules

1. Walking Path	\$ 93,700
2. Smithco Super Liner	10,965
3. Accumulated Benefits	54,016
4. Advance Repayment	377,757
5. Network Server Core	5,000
6. Community Celebration	<u>50,000</u>
	\$591,438

9. **Zoning and Planning Department**

- a. *Summary of Activity* – In 2013, the department processed a total of 867 permits through the month of September. Of this total, 398 permits were construction related and included the following: 77 new single family dwellings, 13 multi-family dwelling permits (66 units), 169 residential alterations and additions, five (5) commercial new construction, and 89 commercial alteration and additions.

The total number of new single family dwelling unit permits issued January through September, 2013 stayed the same as in January through September, 2012 with 77 permits issued. The total number of multi-family dwelling unit permits for the time period of January, 2013 through September, 2013 increased with 13 permits (66 units) being issued compared to the same period in 2012 in which two (2) permits (17 units) were issued.

Three hundred twenty-one (321) sign permits, five (5) transient vendor permits, three (3) indoor vendor permits, four (4) home occupation permit, one (1) conditional use permit, 58 special event vendor permits, two (2) model home renewal permit, two (2) house trailer renewal permits, and 79 certificate of compliance permits have been issued through September, 2013. Twenty three (23) applications for lot splits have been processed through September, 2013.

Zoning income from fees collected through September, 2013 totaled \$283,358.92 compared to \$142,506.40 for the same period (January-September) in 2012.

b. *Summary of 2014 Budget*

1. Estimated Revenue		
a. Zoning Fees	<u>\$396,734</u>	
	\$396,734	
2. Total Expenditures Approved		\$207,606

c. *2014 **Approved** Current Service*

1. Current Level of Service	<u>\$201,606</u>
	\$201,606

d. *2014 **Approved** Add-on Module*

1. Server Core	<u>\$ 6,000</u>
	\$ 6,000