



**2014 City Budget**



## Finance Committee

### 1. 2014 Appropriations Amendments

Dave Coffee has been working with the department heads to modify a couple of 2014 budget line items and he has prepared the necessary appropriations amendments to reflect the changes needed to balance those line items. (attachments)

#### *Administration Recommendation*

I recommend Council's authorization of the appropriations amendments.

#### *Council Actions*

**Approve the appropriations amendments as presented.**

### 2. New Police Station Budget Account

Dave Coffee has requested Committee time to obtain Council's authorization of a new budget account to set aside the new tax revenues resulting from the ballot initiative for the income tax increase to fund the new Police building.

#### *Administrative Recommendation*

The new tax revenues have begun to be collected and Dave Coffee is prepared to set those funds aside into a budget account that is dedicated to build the new Police building and I recommend Council's support.

#### *Council Action*

**Authorize the new Police Station budget account.**

### 3. Health Department Position Re-Classification Request

Jeff Niestadt has requested Council's approval to convert a current part-time secretarial position in the Health Department to full time status. Jeff notes that this change is a result of the increased duties created by the transfer of vital statistics from Ravenna to the Kent office. (attachment)

#### *Administrative Recommendation*

Jeff advises that the change in position status will be funded through increased fees for services so there will be no impact on City costs from this change so I recommend Council's support.

#### *Council Action*

**Authorize the change in status of the part time position to full time.**

## Work Session

The Mayor will convene a short work session for staff to review the status of the items on the pending list for Council's consideration. The work session format is being used because it allows for more dialogue and discussion than the formal Committee procedures. (attachment)

## Health & Safety Committee

### 4. 2013 Annual Police Department Report

Police Chief Michelle Lee has requested Committee time to review the major findings of the 2013 Police Department's Annual Report. The Chief will highlight trends, new initiatives and the performance measures used by her department to manage public safety. (attachment)

#### *Administrative Recommendation*

Receive the report as presented.

#### *Council Action*

**No action required.**

## Community Development Committee

### 5. 2013 Tax Incentive Review Council (TIRC) Annual Report

Each year the Tax Incentive Review Council reviews the performance of the Enterprise Zone agreements for the City of Kent and submits an annual report for Council approval. There are 13 active projects in Kent, 3 of which were up for review by the TIRC (Record Courier, Downtown TIF, Don Joseph Toyota). The TIRC members are recommending continuing all 3 agreements up for review. (attachment)

#### *Administration Recommendation*

The TIRC members have reviewed each agreement and after deliberation they have proposed to continue these agreements. I would encourage Council to support the TIRC's recommendation.

#### *Council Action*

**Accept and adopt the TIRC Annual Report for 2013.**

### 6. CDBG FY 2014 Action Plan

Bridget has prepared the 2014 CDBG project funding recommendations for Council's approval. To date the City has not been advised of the exact allocation for HUD funding but we anticipate receiving the same amount as 2013 which was \$277,275. With those funds Bridget is recommending funding a total of 8 Kent projects that have requested CDBG funding assistance. (attachment)

#### *Administration Recommendation*

In total, the City received 8 CDBG funding requests from community organizations in Kent seeking \$350,740 which is \$73,465 more than the anticipated 2014 budget, so staff attempted to cover at least a portion of the costs for each project where practical. I would encourage Council's support of the staff CDBG funding recommendations.

#### *Council Action*

**Review and approve the 2014 CDBG project funding plan.**

### 7. Renew City Sub-Lease with the Haymaker Farmer's Market

Bridget Susel has requested Committee time for Council's approval to renew and extend the City's sub-lease with the Haymaker Farmer's Market for the use of the ABC Railroad right of way along Franklin Avenue to host the Farmer's Market. (attachment)

#### *Administrative Recommendation*

I recommend Council's support.

#### *Council Action*

**Authorize the renewal of the City's sub-lease with the Haymaker Farmer's Market.**



## Information Items

### 1. Monthly Permit and Zoning Reports

Bridget Susel has enclosed copies of the monthly zoning and permit violations report for November and December 2013. The total number of permits issued thru the end of December was down 15% from last year and the corresponding revenues were up 13% (\$48,839). There were 19 code enforcement items in November and 12 items in December, most of which were related to property maintenance issues. (attachment)

### 2. Fire Incident Report

Chief Tosko has provided a copy of the fire and emergency medical services report for January 2014. In 2014 calls for fire service are up 1% (4 calls); fire mutual aid assistance is up 1 event in 2014; and EMS responses are up 1% (18 calls). (attachment)

### 3. 2013 Code Compliance Report

Suzanne Stemnock has updated the annual Code Compliance Report for 2013 and I have attached a copy for your review. For the sixth consecutive year, rental property citations surpassed owner occupied citations for the total number of citations issued – with property maintenance complaints remaining a significant problem for all property owners. This year vacant properties had the most violations for overgrown vegetation, whereas rental properties had the most last year. (attachment)