



Interviews, Boards and Commissions

The City Clerk has scheduled interviews for vacancies on City Boards and Commissions preceding the start of the Regular Council meeting. (Drafts #13-128, 13-129, 13-130, 13-140, 13-141, 13-142, 13-143, 13-144, 13-145, 13-146)

Unauthorized Items

1. Transfer of Property Taxes From the County (Draft #13-131)

In order for the County to transfer the tax proceeds for 2013 to the City, Council must adopt an ordinance authorizing the transfer to be made from the County Treasurer to the Director of Budget and Finance for the City of Kent.

Administration Recommendation

This is an annual procedural action that Council enacts each December and I recommend Council's support authorization.

Council Action

Adopt the resolution authorizing the transfer of tax proceeds.

2. New Policy Facility Declaration of Official Intent (Draft #13-135)

In order to proceed with implementing the replacement of the Police Facility project, Dave Coffee is seeking Council's official authorization to allow him to approve preliminary expenditures that will be eligible for reimbursement from the proceeds of the tax-exempt bonds or notes to be issued after the date approved by the voters in November. (attachment)

Administrative Recommendation

This is an administrative requirement that allows the staff to begin the project with the expectation of any advanced funds will be reimbursed once the income tax increase is in effect and the bonds and/or notes are available for distribution. I recommend Council's support of the Official Intent legislation.

Council Action

Approve the Declaration of Official Intent.

Information Items

1. December Planning Commission Meeting

Bridget Susel has enclosed copies of the Planning Commission agenda and staff report for the December 18th Planning Commission meeting. There are 2 items up for consideration: 1) Leo Doyle/Portage Leasing, conditional zoning certificate and site plan review and approval for parking lot and 2) Forest Lakes Development Company, requesting approval of park fee in lieu of land. (attachment)



Information Items (continued)

2. Downtown Signage and Wayfinding Design Report

I have included the latest report prepared by the firm that has been working with the City staff and the downtown stakeholder group to develop the signage and wayfinding plan for downtown Kent. This document provides an overview of the functionality, purpose, locations and look for the City's new downtown sign program. The color palette, sign design and functional messaging is mostly complete at this point but the group is still developing the secondary messaging that is intended to showcase the distinctive personality of the Kent community and reinforce the City's brand as a progressive, eclectic university city that is proud of its roots in manufacturing and place in history. The stakeholder team has endorsed the concept plan and the staff is preparing to take this sign package through the Architectural Review Board for information purposes since approvals are not necessary. The sign and wayfinding elements have generated good buzz among the stakeholders and there is a growing excitement to see this program roll out sometime this summer. (attachment)