



City of Kenmore  
City Council Regular Meeting  
Agenda  
Monday, September 8, 2025  
7:00 PM

---

**ZOOM - LINK:** <https://kenmorewa-gov.zoom.us/j/84420027469>

**Password:** 090825

Telephone: Dial US: +1 253 215 8782

Webinar ID: 844 2002 7469

SIGN UP FOR VIRTUAL PUBLIC COMMENT HERE: [kenmorewa.gov/publiccomment](https://kenmorewa.gov/publiccomment)

REQUEST AN ACCOMMODATION HERE: [kenmorewa.gov/accommodation](https://kenmorewa.gov/accommodation)

If you have technical difficulties accessing the meeting virtually, please contact the Acting City Clerk at [mkang@kenmorewa.gov](mailto:mkang@kenmorewa.gov).

**Technical Difficulties** - If the virtual component of the meeting disconnects, and we cannot resolve technical difficulties to reconnect the virtual component, the in-person meeting will continue at City Hall if there is a quorum of the body to conduct business.

---

**1. CALL REGULAR MEETING TO ORDER - 7:00 PM**

**2. ROLL CALL**

**3. LAND ACKNOWLEDGEMENT**

We acknowledge that the City of Kenmore is situated upon the ancestral lands of the Snohomish, Snoqualmie, Sauk-Suiattle, Duwamish, Stillaguamish, Tulalip, Suquamish, Muckleshoot, and other tribes who are part of the Coast Salish Peoples. We recognize and express our deepest respect for their enduring stewardship and profound relationship with this land, which they have cherished and protected since time immemorial. We honor the First Peoples, acknowledge their vibrant cultures, and commit ourselves to learning from their wisdom in our journey to promote justice, equity, and mutual understanding. We pledge to stand alongside these communities in acknowledging past injustices and working towards a future that respects and celebrates the diverse heritage of this land.

**4. FLAG SALUTE**

**5. AGENDA APPROVAL**

**6. PROCLAMATIONS**

- A) Suicide Prevention Awareness Month, to be accepted by Regional Crisis Response (RCR) Agency Executive Director Brook Buettner
  - 1. Suicide Prevention Awareness Month

- B) National Recovery Month
  - 1. National Recovery Month

## 7. WHERE'S THE FUN?

## 8. PUBLIC COMMENTS

Welcome to the Council's meeting. Please address your comments to the Mayor and Council. You'll have three minutes to speak. If there are more than 20 speakers, time will be reduced to two minutes per speaker. The Clerk will call your name when it's your turn. The Presiding Officer may choose to alternate between in-person and online comments. Please state your name and city of residence and keep within the allotted time. To make every person feel welcome and safe here, please refrain from booing, clapping, heckling, yelling, or other interruptions. Please note: Under Washington State law (RCW 42.17A.555), public comment time may not be used to support or oppose candidates or ballot measures. Thank you for keeping remarks focused on City business. The meeting is recorded for transparency. Thank you for being here, and for sharing your input respectfully.

- A) **VIRTUAL PUBLIC COMMENT PRE-REGISTRATION:** To provide public comments virtually, please fill out the [Virtual Public Comment Request Form](#) in advance of the meeting. The form opens Tuesdays at 12:00 Noon and closes Mondays at 12:00 Noon. You will be confirmed by the City Clerk's Office. If you are having difficulty, please reach out to the City Clerk's Office at [clerks@kenmorewa.gov](mailto:clerks@kenmorewa.gov).

## 9. CONSENT AGENDA

- A) Approve the City Council Special and Regular Meeting Minutes of Monday, June 23, 2025.
  - 1. City Council Special and Regular Meeting Minutes of Monday, June 23, 2025
- B) Approve the City Council Special Meeting Minutes of Monday, July 14, 2025.
  - 1. City Council Special Meeting Minutes of Monday, July 14, 2025
- C) Approve the City Council Regular Meeting Minutes of Monday, July 21, 2025.
  - 1. City Council Regular Meeting Minutes of Monday, July 21, 2025
- D) Approve the City Council Special and Regular Meeting Minutes of Monday, July 28, 2025.
  - 1. City Council Special and Regular Meeting Minutes of Monday, July 28,

2025

- E) Approve the City Council Special Meeting Minutes of Wednesday, August 27, 2025.
1. City Council Special Meeting Minutes of Wednesday, August 27, 2025
- F) Approve the following Voucher Certification and Approval:
- Total Check #s 56784 through 56854 totaling \$750,161.88
  - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 08/08/2025 in the amount totaling \$327,780.60
  - Total EFT Payment #s 1875 through 1879 total \$526,505.78
1. Voucher Certification & Approval 08/08/2025 - 08/15/2025
- G) Adopt Ordinance No. 25-0631, amending Titles 15 and 18 of the Kenmore Municipal Code (KMC), for single room occupancy (SRO) and residential parking regulations.
1. Agenda Bill - Ordinance No. 25-0631
  2. Attachment 1 - Ordinance No. 25-0631
- H) Authorize the City Manager to execute Interlocal Agreement No. 25-C3170 with the Washington State Department of Commerce to accept grant funds totaling \$98,160 to install and expand the solar capacity on City Hall.
1. Agenda Bill - City Hall Solar Grant
  2. Attachment 1 - Commerce Solar Grant Draft Contract
- I) Join and approve the Purdue Pharma and Generic Manufacturers opioid settlement and authorize the City Manager or designee to sign the 1) Subdivision Participation and Release Form, 2) Secondary Manufacturers' Combined Subdivision Participation and Release Form ("Combined Participation Form"), 3) Washington State Allocation Agreement Governing the Allocation of Funds Paid by the Purdue Bankruptcy, Sacklers, and Certain Opioid Manufacturers ("Allocation Agreement IV"), and 4) One Washington Memorandum of Understanding Between Washington Municipalities, and take all steps necessary to implement the City's participation in the settlement.
1. Agenda Bill - Opioid Settlement

## 10. PRESENTATION

- A) Introduce New Staff:

- Civil Engineer Lucas Fowler
- Code Compliance Officer Kaitlin Grimm

- Permit Coordinator Tessa Sithat
- Senior Building Plans Examiner Brendan Bray
- City Manager Teri Killgore

## 11. BUSINESS AGENDA

- A) 2nd Quarter Financial Report, presented by Finance & Administration Director Melinda Merrell, *to receive and file*
1. Agenda Bill - 2nd Quarter 2025 Financial Report
  2. Attachment 1 - 2nd Quarter 2025 Financial Reports
  3. Presentation (added 9/5)

## 12. STAFF REPORTS

## 13. COUNCILMEMBER REPORTS & COMMENTS

## 14. ADJOURNMENT

### UPCOMING MEETING SCHEDULE:

### NOTICE OF POTENTIAL QUORUMS

- A) [Click here for information about Potential Quorums of the City Council](#). Now found on the City website under City Council Meetings.

## City of Kenmore, Washington Proclamation

**WHEREAS**, suicide is a devastating public health crisis that claims the lives of more than 49,000 Americans each year, and every life lost sends ripples of pain and heartbreak through families, friends, neighborhoods, workplaces, and schools, underscoring the urgent need for awareness, compassion, and action; and

**WHEREAS**, mental health challenges can affect anyone—regardless of age, race, gender, orientation, income, or background—and no one should ever feel alone in their struggles; and

**WHEREAS**, the City of Kenmore stands with survivors, advocates, and community organizations to reduce stigma, promote healing, and ensure mental health resources are accessible to all; and

**WHEREAS**, the City of Kenmore is proud to be a continued partner with programs such as Regional Crisis Response (RCR) Agency, providing coordinated mobile crisis services across the region, and the City continues to promote lifesaving resources such as the 988 Suicide & Crisis Lifeline; and

**WHEREAS**, organizations that the City partners with are vital in offering education, advocacy, and peer support to those affected by mental illness, helping find people hope and build better lives; and

**WHEREAS**, every person has the power to make a difference by checking in on loved ones, listening with empathy, and reminding others that they are valued, cared for, and never alone.

**NOW THEREFORE**, I, Nigel Herbig, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim **SEPTEMBER 2025** to be **SUICIDE PREVENTION AWARENESS MONTH** throughout the City of Kenmore.

**IN WITNESS WHEREOF**, signed this 8th day of September 2025.

Signed: \_\_\_\_\_ Attested: \_\_\_\_\_  
Nigel Herbig, Mayor Michelle Kang, Acting City Clerk

## City of Kenmore, Washington Proclamation

**WHEREAS**, behavioral health—including mental health and substance use disorders—affects individuals and families in every community, but with understanding, commitment, and support, recovery is not only possible but achievable for all; and

**WHEREAS**, National Recovery Month is a time to honor the strength and resilience of individuals in recovery, celebrate the dedication of families, friends, and professionals who support them, and share the message that treatment works and people do recover; and

**WHEREAS**, raising awareness about behavioral health challenges helps break down stigma, encourages open conversations, and empowers individuals and families to seek help and connect with recovery services; and

**WHEREAS**, it is vital to ensure that all residents know how to recognize the signs of behavioral health challenges, respond with compassion, and guide those in need to appropriate treatment and recovery support; and

**WHEREAS**, the City of Kenmore is committed to fostering a supportive community that uplifts those in recovery and the professionals and organizations who walk alongside them, building a culture of empathy, empowerment, and hope; and

**WHEREAS**, National Recovery Month is a reminder that every step toward recovery strengthens our families, communities, and future, and it encourages us all to work together to create a healthier, more compassionate society.

**NOW THEREFORE**, I, Nigel Herbig, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim **SEPTEMBER 2025** to be **NATIONAL RECOVERY MONTH** throughout the City of Kenmore.

**IN WITNESS WHEREOF**, signed this 8th day of September 2025.

Signed: \_\_\_\_\_ Attested: \_\_\_\_\_  
Nigel Herbig, Mayor Michelle, Acting City Clerk

**City of Kenmore  
City Council Meeting  
Special & Regular Meeting Minutes  
Monday, June 23, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript. Meeting video is available on the [City YouTube channel](#). Attachments are available on the [CivicClerk Agenda Management Portal](#).

**PRESENT:**

Councilmembers: Mayor Nigel Herbig  
Deputy Mayor Melanie O’Cain  
Councilmember Joe Marshall  
Councilmember Debra Srebnik  
Councilmember Valerie Sasson  
Councilmember Jon Culver  
Councilmember Nathan Loutsis

Staff: Interim City Manager Stephanie Lucash  
Interim Deputy City Manager Tambi Cork  
City Attorney Dawn Reitan  
City Clerk Anastasiya Warhol  
Deputy City Clerk Michelle Kang  
Assistant City Manager/Community Development Director Debbie Bent  
Principal Planner Todd Hall  
Senior Planner Brittany Chue  
Traffic Engineer Tobin Bennett-Gold

Public Comments Speaking Guests:  
Patrick O’Brien, Kenmore Resident  
Caitlin Sullivan, Kenmore Resident  
Linda Chin, Kenmore Resident  
Juliana Pooley, Kenmore Resident  
Jeffrey Pooley, Kenmore Resident  
Stacey Valenzuela, Kenmore Resident (virtual)

Public Hearing Speaking Guests:  
Patrick O’Brien, Kenmore Resident  
Stacey Valenzuela, Kenmore Resident (virtual)

### **CALL SPECIAL MEETING TO ORDER**

Mayor Herbig called the special meeting to order at 6:00 PM.

### **EXECUTIVE SESSION**

Pursuant to RCW 42.30.110(1)(g), the City Council entered an executive session to evaluate the qualifications of applicants for public employment. This executive session was slated to last 60 minutes until approximately 7:00 PM. The Council exited the executive session at approximately 6:58 PM.

### **POTENTIAL ACTION RELATING TO EXECUTIVE SESSION**

Without objection, the Council moved potential action relating to the executive session to take place after Staff Reports.

### **ADJOURN SPECIAL MEETING**

Mayor Herbig adjourned the special meeting at approximately 7:01 PM.

### **CALL REGULAR MEETING TO ORDER**

Mayor Herbig called the regular meeting to order at 7:01 PM.

### **LAND ACKNOWLEDGEMENT**

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

### **FLAG SALUTE**

Mayor Herbig led the Council in the Pledge of Allegiance.

### **AGENDA APPROVAL**

The agenda was approved as amended.

### **WHERE'S THE FUN?**

Interim City Manager Stephanie Lucash celebrated longtime Kenmore resident Fern Troy's 100<sup>th</sup> birthday. She turned 100 on Friday, June 20.

### **PUBLIC COMMENTS**

The City Council took comments from the public.

Timestamped link here:

<https://www.youtube.com/live/rBgYbwMSB9k?si=ZQrnRBTezEieHE3V&t=3847>

## **CONSENT AGENDA**

- A. Cancel the City Council Regular Meeting of Monday, July 14, 2025 and Call the City Council Special Meeting of Monday, July 14, 2025 to start at 5:45 PM followed by a Community Town Hall to start at 6:00 PM.
- B. Approve City Council Regular Meeting Minutes of Tuesday, May 27, 2025.
- C. Approve the following Voucher Certification and Approval:
  - Total Check #s 56399 through 56481 totaling \$540,548.09
  - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 05/30/2025 in the amount totaling \$318,620.74
  - Total EFT Payment #s 1855 through 1857 total \$51,753.20
- D. Authorize the Interim City Manager to execute Contract No. 25-3153 with King County to accept 2025 King County External Support Program funds in the amount of \$250,000 for Kenmore Senior Center improvements.
- E. Authorize the Interim City Manager to execute a purchase sale agreement for Tributary 0057 conservation property in an amount of \$600,000.

**MOTION:** Approve the consent agenda outlined above.

Moved by Srebnik; seconded by Culver.

**VOTE:** Consent Agenda was approved by UNANIMOUS CONSENT.

## **PRESENTATION**

Deputy City Clerk Michelle Kang, Interim City Manager Stephanie Lucash, and Councilmembers recognized City Clerk Anastasiya Warhol for her years of service to the City of Kenmore.

## **PUBLIC HEARING**

Proposed Ordinance No. 25-0629, amending and extending interim regulations for an additional six months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Avenue NE, presented by Assistant City Manager/Community Development Director Debbie Bent, *for public hearing*

Mayor Herbig opened the Public Hearing at approximately 7:37 PM.

The City Council received testimony from the public.

Timestamped link here:

[https://www.youtube.com/live/rBgYbwMSB9k?si=BUiwHtSGbBI\\_PY9M&t=5913](https://www.youtube.com/live/rBgYbwMSB9k?si=BUiwHtSGbBI_PY9M&t=5913)

Mayor Herbig closed the Public Hearing at approximately 7:43 PM.

## **BUSINESS AGENDA**

- A. Proposed Ordinance No. 25-0629, amending and extending interim regulations for an additional six months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Avenue NE, presented by Assistant City Manager/Community Development Director Debbie Bent, *for adoption*

**MOTION:** Adopt proposed Ordinance No. 25-0629, amending and extending interim regulations for an additional six months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Avenue NE.

Moved by Culver; seconded by Marshall.

**VOTE:** 7 Yes – Culver, Marshall, Sasson, Srebnik, Loutsis, O’Cain, Herbig; 0 No; 0 Abstain.

**MOTION PASSES UNANIMOUSLY.**

- B. Proposed Ordinance No. 25-0630, amending Titles 17, 18, and 19 of the Kenmore Municipal Code (KMC) for Middle Housing, Accessory Dwelling Units (ADU), and Affordable Housing (Inclusionary Zoning) regulations, presented by Assistant City Manager/Community Development Director Debbie Bent and Principal Planner Todd Hall, *for discussion and adoption*

**MOTION:** Adopt proposed Ordinance No. 25-0630, amending Titles 17, 18, and 19 of the Kenmore Municipal Code (KMC) for Middle Housing, Accessory Dwelling Units (ADU), and Affordable Housing (Inclusionary Zoning) regulations.

Moved by Srebnik; seconded by Herbig.

**VOTE:** 6 Yes – Marshall, Sasson, Srebnik, Loutsis O’Cain, Herbig; 1 No – Culver; 0 Abstain.

**MOTION PASSES.**

- C. Single Room Occupancy and Residential Parking Regulations, presented by Principal Planner Todd Hall and Senior Planner Brittany Chue, *for discussion and direction*

Principal Planner Todd Hall and Senior Planner Brittany Chue returned to present to the Council on single room occupancy and residential parking regulations based on previous Council feedback and direction. After receiving tonight’s Council direction, staff will return for a public hearing on this business item topic before later returning with an ordinance for potential adoption in September.

- D. Kenmore Automated Photo Enforcement (KAPE) Intermittent Enforcement Site Recommendations and Dynamic Deployment Procedure, presented by Traffic Engineer, *for continued discussion and approval*

**MOTION:** Approve the list of recommended expanded KAPE (Kenmore Automated Photo Enforcement) locations.

Moved by Sasson; seconded by Srebnik.

**VOTE:** 4 Yes – Marshall, Sasson, Srebnik, Herbig; 3 No – Culver, Loutsis, O’Cain; 0 Abstain.

**MOTION PASSES.**

**MOTION:** Authorize the City Manager to execute a contract amendment with Vera Mobility for an amount up to \$1.2 million plus per-violation processing fees for expansion of the photo enforcement program.

Moved by Srebnik; seconded by Sasson.

**VOTE:** 5 Yes – Marshall, Sasson, Srebnik, Loutsis, Herbig; 2 No – Culver, O’Cain; 0 Abstain.

**MOTION PASSES.**

**STAFF REPORTS**

A. Assistant City Manager/Community Development Director Debbie Bent provided an update on the emergency management and planning study.

**POTENTIAL ACTION RELATING TO EXECUTIVE SESSION**

**MOTION:** Authorize the City Council to use Ranked-Choice ballots to identify the candidate with the most support from the Council and for the process to be facilitated by the City Clerk’s Office with collaboration from the City Attorney.

Moved by Srebnik; seconded by Sasson.

**VOTE:** 7 Yes – Culver, Marshall, Sasson, Srebnik, Loutsis, O’Cain, Herbig; 0 No; 0 Abstain.

**MOTION PASSES.**

**MOTION:** Offer the Kenmore City Manager position to candidate Teri Killgore, authorize the Mayor and City Attorney’s Office to negotiate a contract with candidate Teri Killgore for the Kenmore City Manager position, and bring back a negotiated contract for Council review and approval.

Moved by Loutsis; seconded by Srebnik.

**VOTE:** 5 Yes – Sasson, Srebnik, Loutsis, O’Cain, Herbig; 2 No – Culver, Marshall; 0 Abstain.

**MOTION PASSES.**

**COUNCILMEMBER REPORTS & COMMENTS**

**ADJOURNMENT**

Mayor Herbig adjourned the meeting at approximately 9:09 PM.

---

Nigel Herbig, Mayor

---

Michelle Kang, Acting City Clerk

**City of Kenmore  
City Council Meeting  
Special Meeting Minutes  
Monday, July 14, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript. Meeting video is available on the [City YouTube channel](#). Attachments are available on the [CivicClerk Agenda Management Portal](#).

**PRESENT:**

Councilmembers: Mayor Nigel Herbig  
Deputy Mayor Melanie O’Cain  
Councilmember Joe Marshall  
Councilmember Debra Srebnik  
Councilmember Valerie Sasson  
Councilmember Jon Culver  
Councilmember Nathan Loutsis

Staff: Interim City Manager Stephanie Lucash  
Interim Deputy City Manager Tambi Cork  
Acting City Clerk Michelle Kang  
Engineering Director John Vicente  
Surface Water Capital Projects Manager Andrew Silvia  
Climate Action Plan Program Manager Nina Rasmussen  
Finance & Administration Director Melinda Merrell  
Assistant City Manager/Community Development Director Debbie Bent  
Principal Planner Todd Hall  
Senior Planner/Spanish Interpreter Brittany Chue  
Public Works Operations Director Jennifer Gordon  
Development Services Planner Reilly Rosbotham  
Kenmore Police Chief Brandon Moen

**CALL SPECIAL MEETING TO ORDER**

Mayor Herbig called the special meeting to order at 5:45 PM.

**CONSENT AGENDA**

- A. Approve the following Voucher Certification and Approval:
- Total Check #s 56482 through 56543 totaling \$644,350.01
  - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 06/13/2025 in the amount totaling \$319,107.13

**MOTION:** Approve the consent agenda outlined above.  
Moved by Culver; seconded by Srebnik.  
**VOTE:** Consent Agenda was approved by UNANIMOUS CONSENT

The Kenmore City Council recessed until 6:00 PM.

### **COMMUNITY TOWN HALL**

The Kenmore City Council held a Community Town Hall. Councilmembers and staff sat at round tables to have informal discussions with members of the public about the following topics:

- Climate action & environmental stewardship
- Financial sustainability
- Housing and human services
- Economic development and Lakepointe
- Transportation and Kenmore Automated Photo Enforcement (KAPE)
- Parks and recreation/City operations/Public works operations center (PWOC)
- Public Safety/other

### **ADJOURN SPECIAL MEETING**

Mayor Herbig adjourned the special meeting at approximately 8:00 PM.

---

Nigel Herbig, Mayor

---

Michelle Kang, Acting City Clerk

**City of Kenmore  
City Council Meeting  
Regular Meeting Minutes  
Monday, July 21, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript. Meeting video is available on the [City YouTube channel](#). Attachments are available on the [CivicClerk Agenda Management Portal](#).

**PRESENT:**

Councilmembers: Mayor Nigel Herbig  
Deputy Mayor Melanie O’Cain  
Councilmember Joe Marshall  
Councilmember Debra Srebnik  
Councilmember Valerie Sasson  
Councilmember Jon Culver  
Councilmember Nathan Loutsis

Staff: Interim City Manager Stephanie Lucash  
Interim Deputy City Manager Tambi Cork  
City Attorney Dawn Reitan  
Acting City Clerk Michelle Kang  
Co-Clerk Lauren Chomiak  
Administrative/Financial Services Manager Carla Schnee  
Payroll & Accounting Coordinator Jenilee Knox  
Public Records Officer Teresa McAllister  
Principal Planner Todd Hall  
Senior Planner Brittany Chue

Speaking Guests: Janelle Rothfolk, KCHRA Senior Director of Research & Data  
Dr. Ettore Palazzo, EvergreenHealth CEO  
Warren Jimenez, King County Department of Natural Resources & Parks, Parks & Recreation Division Director

Public Comments Speaking Guests:  
Patrick O’Brien, Kenmore Resident  
Katrina Meiusi, Kenmore Resident (virtual)  
Lynn Hodges, Kenmore Resident (virtual)

Public Hearing Speaking Guests:

Stacey Valenzuela, Kenmore Resident (virtual)

Business Item A Public Comment Speaking Guests:

Stacey Valenzuela, Kenmore Resident (virtual)

Business Item B Public Comment Speaking Guests:

Stacey Valenzuela, Kenmore Resident (virtual)

### **CALL REGULAR MEETING TO ORDER**

Mayor Herbig called the regular meeting to order at 7:00 PM.

### **LAND ACKNOWLEDGEMENT**

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

### **FLAG SALUTE**

Mayor Herbig led the Council in the Pledge of Allegiance.

### **AGENDA APPROVAL**

The agenda was approved as presented.

### **WHERE'S THE FUN?**

Interim City Manager Stephanie Lucash highlighted July's potluck and pickleball all staff meeting photos, sharing photos of pickleball, cornhole, and Code Compliance Officer's therapy llama who joined the all staff meeting.

### **PUBLIC COMMENTS**

The City Council took comments from the public.

Timestamped link here:

<https://www.youtube.com/live/TvTmKEpqGZ0?si=yXHG2YcsudcwQ8e-&t=286>

### **CONSENT AGENDA**

A. Approve the City Council Special and Regular Meeting Minutes of June 9, 2025.

B. Approve the City Council Regular Meeting Minutes of June 16, 2025.

C. Adopt proposed Resolution No. 25-433 and adopt the "Standards for Indigent Defense" as they currently exist and apply in Washington State Court Rules: CrR 3.1 (Rules for Superior Court Criminal); CrRLJ 3.1 (Rules for Courts of Limited Jurisdiction Criminal); and JuCR 9.2 (Rules for Juvenile Court).

**MOTION:** Approve the consent agenda outlined above.

Moved by Srebnik; seconded by Culver.

**VOTE:** Consent Agenda was approved by UNANIMOUS CONSENT

### **PRESENTATIONS**

- A. Administrative/Financial Services Manager Carla Schnee introduced Payroll & Accounting Coordinator Jenilee Knox to the Council this evening.
- B. KCRHA Senior Director of Research & Data Janelle Rothfolk presented the King County Regional Homelessness Authority (KCHRA) 2024 King County PIT Unsheltered Findings presentation.
- C. Public Records Officer Teresa McAllister and Acting City Clerk Michelle Kang presented the annual Public Records Request update, including a Demo of NextRequest, the City's new public records request portal.
- D. Acting City Clerk Michelle Kang presented a demo of the City's new agenda and minutes portal, CivicClerk.

### **PUBLIC HEARING**

Single Room Occupancy and Residential Parking Regulations, presented by Principal Planner Todd Hall and Senior Planner Brittany Chue, *for public hearing*

Mayor Herbig opened the Public Hearing at approximately 8:13 PM.

The City Council received testimony from the public.

Timestamped link here:

<https://www.youtube.com/live/TvTmKEpqGZ0?si=SUss29ZxocCs140P&t=4460>

Mayor Herbig closed the Public Hearing at approximately 8:15 PM.

### **BUSINESS AGENDA**

- A. August 5, 2025 Primary Election Ballot Measure:

**Public Hospital District No. 2**

**Proposition No. 1**

**Levy Lid Lift for Healthcare Services**

EvergreenHealth CEO Dr. Ettore Palazzo presented information about the ballot measure: Public Hospital District No. 2 Proposition No. 1 Levy Lid Lift for Healthcare Services.

Councilmembers had an opportunity for questions and discussion.

Per RCW 42.17A.555(1)(b), members of the public were afforded an approximately equal opportunity for an expression of an opposing view during a special public comment period.

**MOTION:** Adopt Resolution No. 25-431, a Resolution of the City Council of Kenmore, Washington, expressing support for Public Hospital District No. 2 Proposition No. 1 Levy Lid Lift for Healthcare Services.

Moved by Sasson; seconded by O'Cain.

**VOTE:** 7 Yes – Srebnik, Marshall, Culver, Loutsis, Sasson, O'Cain, Herbig; 0 No; 0 Abstain.

**MOTION PASSES.**

B. August 5, 2025 Primary Election Ballot Measure:

**King County**

**Proposition No. 1**

**Parks, Recreation, Trails, and Open Space Levy**

King County Department of Natural Resources & Parks, Parks & Recreation Division Director Warren Jimenez presented information about King County Proposition No. 1 Parks, Recreation, Trails, and Open Space Levy.

Councilmembers had the opportunity for questions and discussion.

Per RCW 42.17A.555(1)(b), members of the public were afforded an approximately equal opportunity for an expression of an opposing view during a special public comment period.

**MOTION:** Adopt Resolution No. 25-432, a Resolution of the City Council of Kenmore, Washington, expressing support for King County Proposition No. 1 Parks, Recreation, Trails, and Open Space Levy.

Moved by O'Cain; seconded by Herbig.

**VOTE:** 7 Yes – Loutsis, Sasson, Culver, Srebnik, Marshall, O'Cain, Herbig; 0 No; 0 Abstain.

**MOTION PASSES.**

## **STAFF REPORTS**

## **COUNCILMEMBER REPORTS & COMMENTS**

## **ADJOURNMENT**

Mayor Herbig adjourned the meeting at approximately 9:00 PM.

---

Nigel Herbig, Mayor

---

Michelle Kang, Acting City Clerk

**City of Kenmore  
City Council Meeting  
Special & Regular Meeting Minutes  
Monday, July 28, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript. Meeting video is available on the [City YouTube channel](#). Attachments are available on the [CivicClerk Agenda Management Portal](#).

**PRESENT:**

Councilmembers: Mayor Nigel Herbig  
Deputy Mayor Melanie O’Cain  
Councilmember Joe Marshall (virtual)  
Councilmember Debra Srebnik  
Councilmember Valerie Sasson  
Councilmember Jon Culver  
Councilmember Nathan Loutsis

Staff: Interim Deputy City Manager Tambi Cork  
City Attorney Dawn Reitan  
Acting City Clerk Michelle Kang  
Co-Clerk Sammie Roeun  
Climate Action Plan Program Manager Nina Rasmussen  
Planner Reilly Rosbotham  
Assistant City Manager/Community Development Director Debbie Bent  
Principal Planner Todd Hall  
Senior Planner Brittany Chue

Speaking Guests: Elisabeth Sotak, Proclamation Recipient  
Jody Ferguson, Ferguson Consulting  
Tarelle Osborn, Osborn Consulting Principal  
Diana Halladay, Osborn Consulting Senior Biologist

Public Comments Speaking Guests:  
Pat Ducey, Shoreline Resident  
Domenick Dellino, Shoreline Resident  
Semra Riddle, Lake Forest Park Resident  
Theresa Dunning, Kenmore Resident  
Anne Udaloy, Lake Forest Park Resident

Tracy Furutani, Lake Forest Park Resident  
Roy Henson, Kenmore Resident  
Bambi Reile, Snohomish Resident  
Mitch Winter, Woodinville Resident

### **CALL SPECIAL MEETING TO ORDER**

Mayor Herbig called the special meeting to order at 6:00 PM.

### **EXECUTIVE SESSION**

Pursuant to RCW 42.30.110(1)(b), the City Council will now enter an executive session to consider the acquisition of real estate. This executive session is slated to last 60 minutes until approximately 7:00 PM. No final action is expected.

### **ADJOURN SPECIAL MEETING**

Mayor Herbig adjourned the special meeting at approximately 7:00 PM.

### **CALL REGULAR MEETING TO ORDER**

Mayor Herbig called the regular meeting to order at 7:00 PM.

### **LAND ACKNOWLEDGEMENT**

Mayor Herbig read the Land Acknowledgement Honoring First Peoples.

### **FLAG SALUTE**

Mayor Herbig led the Council in the Pledge of Allegiance.

### **AGENDA APPROVAL**

The agenda was approved as presented.

### **PROCLAMATION**

The Mayor, on behalf of the City Council, proclaimed July 2025 to be Disability Pride Month. Elisabeth Sotak of Kinderling received the proclamation and provided a few remarks.

### **WHERE'S THE FUN?**

Senior Planner Brittany Chue showed the Community Development Parks, Recreation, and Open Space (PROS) Plan survey "movie preview" video that was created in collaboration with Communications Intern Nathan Dills and Climate and Sustainability Intern Rukia Yosif. This video was played before the City's Summer Movies at the Square on July 16.

## **PUBLIC COMMENTS**

The City Council took comments from the public.

Timestamped link here: <https://youtu.be/C1KKOgYzhbl?si=Fr1rS8Qr0LPLRZFg&t=4117>

## **CONSENT AGENDA**

- A. Cancel the City Council Regular Meetings of August 11, 18, and 25.
- B. Approve the following Voucher Certification and Approval:
  - Total Check #s 56544 through 56616 totaling \$470,998.42
  - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 06/27/2025 in the amount totaling \$292,096.27
  - Total EFT Payment #s 1858 through 1860 total \$362,270.60
- C. Adopt Resolution No. 25-430 to reduce the speed limit from 35 MPH to 30 MPH on 61st Avenue NE from SR 522 to 61st Place NE and on 61st Place NE from 61st Avenue NE to north City limits.
- D. Approve Contract No. 25-C3165 NE 181st Street Custom Lighting, Takeover Agreement and Bill of Sale NE 181st Street Lighting with Puget Sound Energy (PSE) and authorize the Interim City Manager to sign the same.
- E. Approve the City Manager employment agreement with Teri Killgore and authorize the Mayor to execute the agreement.
- F. Approve that ongoing funding for the Northshore Senior Center funding, which totals \$67,000 annually for the 2025-2026 biennium, be removed from the competitive Human Services Grant Program and become a direct allocation in the Human Services budget, starting in 2025, and authorize the Interim City Manager to execute Contract No. 25-C3123 with Northshore Senior Center.
- G. Authorize the Interim City Manager to execute an interlocal agreement with eCityGov Alliance for 2026 aerial orthophotography acquisition and updates to contours and impervious feature GIS data in an amount not to exceed \$22,400. *(added 7/22)*
- H. Authorize the Interim City Manager to execute Contract No. 25-C3160 for Kenmore Public Works Operations Center (PWOC) Initial Site Work. *(added 7/22)*
- I. Approve the drainage easement agreement with Northshore School District #417 in a form acceptable to the City Attorney's Office and authorize the Interim City Manager or designee to sign the agreement. *(added 7/22)*
- J. Approve Contract No. 25-C3163 between the City of Kenmore and the Inglemoor High School (IHS) Crew Boosters for use of Rhododendron Park Public Boathouse for recreation programming, in a form acceptable to the City Attorney's Office and

substantially similar to Attachment 1, and authorize the Interim City Manager to sign the same. (added 7/24)

Consent Item J was removed from the Consent agenda.

**MOTION:** Approve the consent agenda outlined above.

Moved by Sasson; seconded by O'Cain.

**VOTE:** Consent Agenda was approved 6-1 (1 nay vote: Culver)

#### Consent Item J

**MOTION:** Approve Contract No. 25-C3163 between the City of Kenmore and the Inglesmoor High School (IHS) Crew Boosters for use of Rhododendron Park Public Boathouse for recreation programming, in a form acceptable to the City Attorney's Office and substantially similar to Attachment 1, and authorize the Interim City Manager to sign the same.

Moved by Loutsis; seconded by O'Cain.

**VOTE:** 6 Yes – Loutsis, Srebnik, Sasson, Marshall, O'Cain, Herbig; 1 No - Culver; 0 Abstain.

**MOTION PASSES.**

#### **PRESENTATION**

Climate Action Plan Program Manager Nina Rasmussen presented the Completed Kenmore Urban Forestry Management Plan to the Council.

#### **BUSINESS AGENDA**

The Council switched the discussion order of Business Items A and B.

- A. Proposed Ordinance No. 25-0626, relating to easing restrictions on temporary homeless shelters, amending Chapter 18.100 of the Kenmore Municipal Code (KMC), presented by Planner Reilly Rosbotham, *for discussion*

Planner Reilly Rosbotham introduced to the Council proposed Ordinance No. 25-0626, to amend Chapter 18.100 of the Kenmore Municipal Code, related to temporary homeless shelters and cold-weather low-barrier shelters. This addresses the Council's second priority of providing preserving and increasing availability of all housing types, which includes the needs of people experiencing homelessness. After discussion, the Council directed Staff to return with more information and with some changes to the ordinance:

- Research standards and best practices for temporary homeless shelters and emergency low-barrier shelters in neighboring jurisdictions.
- Consider expanding "cold-weather" low-barrier shelters to include all severe weather events.

- Consider removing the background check requirement for low-barrier shelters to make them feasible.

Staff will return for further discussion as well as a public hearing on the potential ordinance at a future Council meeting.

- B. Report on the Findings and Recommendations for Emergency Management, presented by Assistant City Manager/Community Development Director Debbie Bent and Consultant Jody Ferguson, *for discussion and direction*

Consultant Jody Ferguson presented the report on the findings and recommendations for emergency management. After presenting and discussing, the Council thanked the consultant, the volunteers in the audience, and provided direction to Staff to bring back more information about the possibility of strengthening a relationship with NEMCo, retaining the pool of volunteers that serve the Kenmore area, and potentially utilizing an in-house staff person for emergency management. Staff will return to a later Council meeting for further discussion.

- C. Code Amendments to Title 18 of the Kenmore Municipal Code (KMC): Critical Areas, presented by Principal Planner Todd Hall and Osborn Consulting Team: Principal Tarelle Osborn and Senior Biologist Diana Halladay, *for discussion and direction*

Principal Planner Todd Hall and Osborn Consulting Team presented on code amendments relating to critical areas, as required by Washington's Growth Management Act and to comply with Washington Department of Fish and Wildlife requirements. The amendments include:

- Update Fish and Wildlife Habitat Conservation Areas
- Include Riparian Management Zones
- Update definitions

Staff will return to a later Council meeting to provide track changes of KMC 18.55, to hold a public hearing for these code amendments, and to finalize and adopt the code amendments before the December 31, 2025 deadline.

- D. Amending the processing procedure for development agreements that require the vote of a majority plus one of the whole City Council, presented by Assistant City Manager/Community Development Director Debbie Bent and Senior Planner Brittany Chue, *for discussion and direction*

After discussion with Staff, the Council decided to not move forward with this business item. Staff have been directed to not proceed with making any changes to the code at this time.

- E. Zoning Regulation Amendments for Parcels Adjacent to Swamp Creek near SR 522/80th Avenue NE where interim regulations currently apply, presented by Assistant City Manager/Community Development Director Debbie Bent and Senior Planner Brittany Chue, *for continued discussion and direction*

Staff returned to further discuss zoning regulation amendments and the Council provided further direction for Staff. Staff will return to a future Council meeting with code amendments based on the direction provided.

The Council waived Council Rule 2.9 and set the new end time to 11:30 PM.

### **STAFF REPORTS**

### **COUNCILMEMBER REPORTS & COMMENTS**

### **ADJOURNMENT**

Mayor Herbig adjourned the meeting at approximately 11:13 PM.

---

Nigel Herbig, Mayor

---

Michelle Kang, Acting City Clerk

**City of Kenmore  
City Council Meeting  
Special Meeting Minutes  
Wednesday, August 27, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript. Meeting video is available on the [City YouTube channel](#). Attachments are available on the [CivicClerk Agenda Management Portal](#).

**PRESENT:**

Councilmembers: Mayor Nigel Herbig  
Deputy Mayor Melanie O’Cain (excused)  
Councilmember Joe Marshall  
Councilmember Debra Srebnik (excused)  
Councilmember Valerie Sasson  
Councilmember Jon Culver  
Councilmember Nathan Loutsis (excused)

Staff: Interim City Manager Stephanie Lucash  
Acting City Clerk Michelle Kang  
Finance & Administration Director Melinda Merrell

**CALL SPECIAL MEETING TO ORDER**

Mayor Herbig called the special meeting to order at 12:01 PM.

**CONSENT AGENDA**

- A. Approve the following Voucher Certification and Approval:
- Total Check #s 56617 through 56692 totaling \$994,355.42
  - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 07/11/2025 in the amount totaling \$354,868.69
  - Total EFT Payment #s 1866 through 1868 total \$73,392.85
- B. Approve the following Voucher Certification and Approval:
- Total Check #s 56693 through 56783 totaling \$845,428.60
  - Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 07/25/2025 in the amount totaling \$334,303.58
  - Total EFT Payment #s 1869 through 1870 total \$24,681.31

**MOTION:** Approve the consent agenda outlined above.

Moved by Culver; seconded by Sasson.

**VOTE:** Consent Agenda was approved by UNANIMOUS CONSENT

**ADJOURN SPECIAL MEETING**

Mayor Herbig adjourned the special meeting at approximately 12:01 PM.

---

Nigel Herbig, Mayor

---

Michelle Kang, Acting City Clerk

DRAFT



# Voucher Certification & Approval

City of Kenmore

DATE RANGE: 08/02/2025 through 08/15/2025

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Kenmore and that I am authorized to authenticate and certify to said claim. The following checks and electronic payments are approved for payment:

**Total EFT Payments:** #1875 through 1879

**526,505.78**

**Total Checks:** #56784 through 56854

**750,161.88**

**Total Payroll EFT & Bank Drafts:** Payroll/Taxes/Health Insurance/  
FSA/HSA/Retirement/Life Ins.; Dated 08/08/2025

**327,780.60**

*Stephanie Lucas* Aug 25, 2025

Interim City Manager / Date

*Melinda Merrell* Aug 25, 2025

Finance Director / Date

| Vendor Name                      | Payment Number | Payment Date | Description (Item)                                | Amount     |
|----------------------------------|----------------|--------------|---------------------------------------------------|------------|
| A1 LANDSCAPING AND CONSTRUCTION  | 1875           | 08/15/2025   | 61st Ave NE Sidewalk Replacement Proj.   24-C3087 | 411,664.58 |
| AMERICAN TRAFFIC SOLUTIONS       | 1876           | 08/15/2025   | Jul 2025 KAPE Program                             | 48,704.14  |
| COMMANDLINK                      | 1877           | 08/15/2025   | Aug 2025 City Hall Phone Svc                      | 2,784.49   |
| ELECTRONIC BUSINESS MACHINES     | 1878           | 08/15/2025   | Jul 2025 Colow B&W Copies 2nd Floor               | 252.86     |
| KBA INC.                         | 1879           | 08/15/2025   | 5/12-6/28/2025 T221 Prof. Svcs   25-C3147         | 63,099.71  |
| DEPARTMENT OF LABOR AND INDUSTRY | 56784          | 08/07/2025   | L&I Penalty   Inspection ID 836640                | 100.00     |
| AMERICAN GENERAL LIFE GROUP      | 56785          | 08/08/2025   | Life Insurance                                    | 220.33     |
| ALPHAGRAPHICS                    | 56786          | 08/15/2025   | Business Cards 12 Sets                            | 445.65     |
| ALWAYS ACTIVE SERVICES LLC       | 56787          | 08/15/2025   | July 2025 Small Works Drainage   25-C3131         | 57,548.25  |
| AM TEST, INC                     | 56788          | 08/15/2025   | Fecal coliform Analysis A25G0546-01 to -06        | 210.00     |
| BECKWITH CONSULTING GROUP        | 56789          | 08/15/2025   | Jul 2025 PROS Plan Consulting                     | 22,300.00  |
| BOUNCE HOUSE LLC                 | 56790          | 08/15/2025   | 2 Inflatables for 2025 Play Day                   | 1,998.15   |
| BUILDERS EXCHANGE OF WASHO       | 56791          | 08/15/2025   | PWOC Site Work RFP Posting                        | 143.25     |
| CAPITOL CITY PRESS INC           | 56792          | 08/15/2025   | Stream Fest Salmon Hats                           | 550.97     |
| CEDAR GROVE COMPOSTING, INC      | 56793          | 08/15/2025   | Compost for Parks                                 | 550.31     |
| CENTRICITY GIS, LLC              | 56794          | 08/15/2025   | Jul 2025 Cityworks Consulting                     | 375.00     |
| COMCAST BUSINESS                 | 56795          | 08/15/2025   | Internet & Cable   City Hall & Hangar & Parks     | 2,454.95   |

|                                  |       |            |                                                                    |            |
|----------------------------------|-------|------------|--------------------------------------------------------------------|------------|
| DAILY JOURNAL OF COMMERCE        | 56796 | 08/15/2025 | Bid Ad 25-C3160   r                                                | 1,727.80   |
| DEPARTMENT OF LABOR AND INDUSTRY | 56797 | 08/15/2025 | Rhod. Pk Boathouse Elevator Penalty Insp ID:302236                 | 285.40     |
| E SQUARED SYSTEMS, LLC           | 56798 | 08/15/2025 | Boathouse Fire Alarm Annual Inspection 2025                        | 705.28     |
| ELNAH JORDAN                     | 56799 | 08/15/2025 | 2025 Summer Concert Performance                                    | 3,500.00   |
| ELYON MAINTENANCE, INC.          | 56800 | 08/15/2025 | Land Maint, Improvements, Mitigation, Culvert Project & SR 522 Lan | 23,174.55  |
| ESD - UI TAX ADMINISTRATION      | 56801 | 08/15/2025 | Q2/2025 ESD Number: 000-043271-00-3                                | 6,171.34   |
| FACET NW, INC.                   | 56802 | 08/15/2025 | General Consulting   Urban Forestry Mgmt Plan                      | 273.00     |
| FERGUSON WATERWORKS #31          | 56803 | 08/15/2025 | Materials SW WO 12585                                              | 181.35     |
| FOURTEN CREATIVE                 | 56804 | 08/15/2025 | Kiosk Landing Page for Findkenmore.org                             | 1,700.00   |
| GCP WW HOLDCO, LLC               | 56805 | 08/15/2025 | Annual Boot Purchase   A Arnott                                    | 365.75     |
| GORDON THOMAS HONEYWELL          | 56806 | 08/15/2025 | Consulting for July 2025                                           | 4,650.00   |
| GRAINGER                         | 56807 | 08/15/2025 | Marking Paint                                                      | 62.82      |
| HARPER'S PLAYGROUND              | 56808 | 08/15/2025 | City Hall Playground Feasibility Study                             | 1,776.00   |
| HEIDELBERG MATERIALS             | 56809 | 08/15/2025 | Materials for SW WO# 14338 & 14339                                 | 133.46     |
| HOLMBERG COMPANY                 | 56810 | 08/15/2025 | City Hall Toilet Repairs                                           | 1,244.49   |
| HOME DEPOT CREDIT SERVICE        | 56811 | 08/15/2025 | Supplies & Small Tools                                             | 583.04     |
| HONEY BUCKET                     | 56812 | 08/15/2025 | PW Yard Honey Bucket                                               | 167.75     |
| INSLEE, BEST, DOEZIE & RYDE      | 56813 | 08/15/2025 | Jul 2025 Professional Services                                     | 27,507.20  |
| KIMLEY HORN AND ASSOCIATE        | 56814 | 08/15/2025 | Apr-Jun 2025 STEP Housing Prof. Svcs.   25-C3134                   | 9,130.00   |
| KING COUNTY FINANCE              | 56815 | 08/15/2025 | 2025 Regional Animal Services Fee 17-C1689                         | 21,617.00  |
| KING COUNTY FINANCE              | 56816 | 08/15/2025 | Jul 2025 Solid Waste Disposal                                      | 436.31     |
| KING COUNTY FINANCE              | 56817 | 08/15/2025 | Jul 2025 KCSO Public Def Screening   23-C2917                      | 76.00      |
| KING COUNTY SHERIFF              | 56818 | 08/15/2025 | July 2025 Police Services                                          | 395,323.33 |
| LIGHTHOUSE CONSULTING INC        | 56819 | 08/15/2025 | Jul 2025 Tech Support, Annual Software Training, Computer & Softw  | 15,245.28  |
| MSR COMMUNITIES LLC              | 56820 | 08/15/2025 | Cash Dep Refund PRJ18-0117/ENG21-0927                              | 7,500.00   |
| NATIONAL BARRICADE CO., LLC      | 56821 | 08/15/2025 | 6/21-7/20/25 Pedesrian Fencing Rental   Farmers Mk                 | 2,575.37   |
| NORTHSHORE UTILITY DIST          | 56822 | 08/15/2025 | May-Jul 2025 Restrooms & Irrigation   Parks & ROW                  | 16,199.39  |
| VOID                             | 56823 | 08/15/2025 | VOID                                                               | -          |
| NORTHSHORE UTILITY DIST          | 56824 | 08/15/2025 | May-Jun 2025 Fleet Fuel & Maint.                                   | 12,333.69  |
| NORTHWEST ARBORICULTURE          | 56825 | 08/15/2025 | 07/2025 Emergency Tree Removal SR 25481                            | 3,181.47   |
| NORTHWEST TROPHY                 | 56826 | 08/15/2025 | Teri Dais Plate                                                    | 22.04      |
| OFFICE DEPOT                     | 56827 | 08/15/2025 | Misc. Office Supplies                                              | 65.96      |
| VOID                             | 56828 | 08/15/2025 | VOID                                                               | -          |
| OLSON BROTHERS PRO VAC LL        | 56829 | 08/15/2025 | Drainage Maintenance   24-C3098                                    | 5,483.16   |
| OLYMPIC ENVIRONMENTAL RE         | 56830 | 08/15/2025 | Fall 2025 Recycling Event Admin                                    | 1,800.00   |
| PACIFIC TOPSOILS                 | 56831 | 08/15/2025 | Material Disposal & Topsoil Purchase                               | 1,787.28   |

|                              |                |            |                                                    |                     |
|------------------------------|----------------|------------|----------------------------------------------------|---------------------|
| PARAMETRIX INC               | 56832          | 08/15/2025 | Professional Svcs   25-C3013 & 24-C3075            | 44,991.31           |
| PUGET SOUND ENERGY           | 56833          | 08/15/2025 | Jun-Jul 2025 Electricity   City Hall & Steetlights | 5,829.18            |
| REGIONAL ANIMAL SERVICES C   | 56834          | 08/15/2025 | Jul 2025 pet Licenses                              | 45.00               |
| REPUBLIC SERVICES #172       | 56835          | 08/15/2025 | Jul 2025 Solid Waste   Parks & Facilities          | 2,517.73            |
| SEATTLE TIMES                | 56836          | 08/15/2025 | Jul 2025 Notices and Ads                           | 2,675.20            |
| SHERWIN WILLIAMS CO.         | 56837          | 08/15/2025 | Paint for Parks   Moorlands Restroom               | 162.90              |
| SHI INTERNATIONAL CORP.      | 56838          | 08/15/2025 | Network Upgrade   Teri Killgore                    | 174.72              |
| SHRED IT, C/O STERICYCLE, IN | 56839          | 08/15/2025 | Jul 2025 Shred Pickup                              | 119.60              |
| VOID                         | 56840          | 08/15/2025 | VOID                                               | -                   |
| SP & CO/SUSSMAN PREJZA & C   | 56841          | 08/15/2025 | Jul 2025 Design Work for Wayfinding Grant Program  | 4,650.00            |
| STAPLES                      | 56842          | 08/15/2025 | Maint. Supplies   City Hall & Hangar, Parks        | 723.75              |
| T MOBILE USA, INC.           | 56843          | 08/15/2025 | Staff Cell Phones and Data Plans                   | 2,119.75            |
| TARA DUNFORD                 | 56844          | 08/15/2025 | Jul 2025 General Consulting                        | 1,121.25            |
| TOTAL LANDSCAPE CORP         | 56845          | 08/15/2025 | Landscape Maint   Parks                            | 4,518.20            |
| TYLER TECHNOLOGIES, INC.     | 56846          | 08/15/2025 | Sep 2025 - Aig 2026 Annual Software Maint          | 1,360.00            |
| UTILITIES UNDERGROUND LOC.   | 56847          | 08/15/2025 | July 2025 Utility Locates                          | 292.95              |
| VERIZON WIRELESS             | 56848          | 08/15/2025 | Jun-Jul 2025 Machine to Machine Data Plan          | 50.04               |
| WA STATE DEPT OF TRANSPOT    | 56849          | 08/15/2025 | Jun 2025 Traffic Signal Maint                      | 185.31              |
| WESTERN DISPLAY FIREWORK     | 56850          | 08/15/2025 | 2025 4h of July Fireworks   25-C7672               | 16,000.00           |
| XEROX CORPORATION            | 56851          | 08/15/2025 | Jul 2025 BW & Color Overages } 1st Floor           | 498.71              |
| ZACHARY SERLETH              | 56852          | 08/15/2025 | Summer Concert Performance - Replaces 56762        | 3,000.00            |
| ZIPLY FIBER                  | 56853          | 08/15/2025 | Jul-Aug 2025 City Hall Phones                      | 672.94              |
| SIGN CONNEXION LLC           | 56854          | 08/15/2025 | WA St. Tourism Regeneration Grant Proj. Banners    | 4,570.97            |
| MISSION SQUARE / 109964      | DFT0002786-88  | 08/08/2025 | City of Kenmore 401a                               | 30,484.73           |
| DRS 457                      | DFT0002789-90  | 08/08/2025 | DRS 457 Deferred Comp                              | 831.50              |
| MISSION SQUARE 457 / 304745  | DFT0002791-94  | 08/08/2025 | ICMA 457 Deferred Comp                             | 7,242.36            |
| NAVIA HSA                    | DFT0002795     | 08/08/2025 | Employee Health Savings Contribution               | 250.76              |
| PERS DEPT OF RETIREMENT S    | DFT0002796-28  | 08/08/2025 | Public Employees Retirement                        | 31,392.99           |
| NAVIA FSA                    | DFT0002804     | 08/08/2025 | Employee Flexible Spending Account                 | 895.37              |
| BANNER BANK 941 DEPOSIT      | DFT0002805     | 08/08/2025 | Medicare                                           | 41,463.71           |
| PAYROLL                      | 10275-77       | 08/08/2025 | Paper Checks                                       | 1,788.38            |
| PAYROLL                      | Electronic Dep | 08/08/2025 | Direct Deposit                                     | 213,430.80          |
|                              |                |            |                                                    | <b>1,604,448.26</b> |



## Vendor Purchasing Report

For Date Range 01/01/2025 - 08/15/2025

| Name                                 | Volume   |   |
|--------------------------------------|----------|---|
| 2S DESIGN BUILD LLC                  | 143408.5 |   |
| 4IMPRINT                             | 193.89   |   |
| 4LEAF INC                            | 13697.38 |   |
| A & A LIMOUSINE & BUS SERVICE        | 6916     |   |
| A1 LANDSCAPING AND CONSTRUCTION, INC | 749033.9 |   |
| ABS VALUATION                        | 1800     |   |
| ACORN CONSULTING LLC                 | 28500    |   |
| ADVANCE TESTING & SERVICE INC        | 2090     |   |
| AFLAC                                | 230.23   |   |
| AFRICANS ON THE EASTSIDE             | 1500     |   |
| AGORA REFRESHMENTS                   | 1255.21  |   |
| AJ AND ASSOCIATES LLC                | 400      |   |
| ALL CLIMATE HEATING AND AIR          | 335.27   |   |
| ALLAN FRANCA VIDEOGRAPHER            | 350      |   |
| ALPHAGRAPHS                          | 827.57   |   |
| ALWAYS ACTIVE SERVICES LLC           | 57548.25 |   |
| AM TEST, INC                         | 4110     |   |
| AMADOR FARMS                         | 1        |   |
| AMERICALL                            | 1357.28  |   |
| AMERICAN GENERAL LIFE GPO/400S       | 1762.64  |   |
| AMERICAN PUBLIC WORKS ASSOCIATION    | 2015     |   |
| AMERICAN TRAFFIC SOLUTIONS INC       | 306470.1 |   |
| AMY'S ARTISTIC EXPRESSIONS           | 1995     |   |
| ANCHOR QEA, LLC                      | 1294.72  |   |
| ANNA ARNOTT                          | 137      |   |
| ANSER ADVISORY CONSULTING, LLC       | 42103    |   |
| APWA/WA CHAPTER                      | 1650     |   |
| AQUATECHNEX LLC                      | 24591.18 |   |
| ARMSTRONG SERVICES                   | 69434.19 |   |
| ARTS OF KENMORE                      | 1980     |   |
| ASPECT CONSULTING LLC                | 787.5    |   |
| ASSOCIATION OF WA CITIES             | 23715.88 |   |
| ATHINA ABRAHAM                       | 150      |   |
| AURORA RENTS                         | 2003.64  |   |
| AWC EMPLOYEE BENEFIT TRUST/VIMLY     | 736341   |   |
| AZTECA SYSTEMS, LLC                  | 46065.54 |   |
| BANNER BANK 941 DEPOSIT              | 578395.4 |   |
| BASTYR UNIVERSITY                    | 50250    |   |
| BCN TELECOM, INC.                    | 7211.27  |   |
| BECKWITH CONSULTING GROUP            | 44180    |   |
| BERNICE CARBAUGH                     | 9642.8   |   |
| BIZDIVERSITY                         | 500      |   |
| BOTHELL KENMORE CHAMBER OF COMMERCE  | 6500     |   |
| BOUNCE HOUSE LLC                     | 1998.15  |   |
| BRIGHT SPARK EARLY LEARNING SERVICES | 600      |   |
| Bud Clary Dodge/Chevrolet            | 51863.98 |   |
| BUILDERS EXCHANGE OF WASHINGTON INC  | 238.05   |   |
| BULGER SAFE & LOCK, INC.             | 986.31   |   |
| CALPORTLAND COMPANY                  | 530.9    |   |
| CANON FINANCIAL SERVICES, INC.       | 1864.24  |   |
| CAPITAL ONE TRADE CREDIT/MCLENDRON   | 89.22    |   |
| CAPITOL CITY PRESS INC               | 550.97   |   |
| CASCADE PEST CONTROL                 | 1180.88  |   |
| CEDAR GROVE COMPOSTING, INC.         | 2400.57  |   |
| CENTER FOR HUMAN SERVICES            | 28253    |   |
| CENTRICITY GIS, LLC                  | 26781.25 |   |
| Chandler Smith                       | 171.43   | d |
| CHICAGO TITLE                        | 28.6     |   |
| CHICAGO TITLE COMPANY OF WASHINGTON  | 1500     |   |
| CITY OF BELLEVUE                     | 175675.4 |   |
| CITY OF KENT                         | 575      |   |
| CITY OF KIRKLAND                     | 31828.5  |   |
| CITY OF LAKE FOREST PARK             | 83861    |   |

| <b>Name</b>                         | <b>Volume</b> |
|-------------------------------------|---------------|
| CITY OF MAPLE VALLEY                | 1779.02       |
| CITY WIDE FENCE COMPANY, INC        | 5642.24       |
| CIVICPLUS LLC                       | 10433.67      |
| CLEARVIEW NURSERY, INC.             | 738.04        |
| CODE PUBLISHING COMPANY             | 4315.85       |
| COMCAST                             | 10972.14      |
| COMCAST BUSINESS                    | 8558.38       |
| COMMANDLINK                         | 22205.47      |
| CONFLUENCE ENVIRONMENTAL COMPANY    | 33192.9       |
| CONSOLIDATED PRESS                  | 10999.99      |
| CONVERGINT TECHNOLOGIES             | 1369.79       |
| CORINA PFEIL                        | 120           |
| COSTAR REALTY INFORMATION INC       | 6634.04       |
| COSTCO                              | 65            |
| CREATION ORGANICS, LLC              | 2301.19       |
| CREATIVE HOUSE BRANDING             | 679           |
| CUSTOMINK LLC                       | 2613.72       |
| CWA CONSULTANTS, PS                 | 25340         |
| D.P. NICOLI, INC.                   | 616.78        |
| DAILY JOURNAL OF COMMERCE           | 3948.5        |
| DAMODAR NAGANDLA                    | 1447.73       |
| DAVID JONES                         | 244.11        |
| DAVID MAN CHE CHAN                  | 150           |
| DAVID ORR                           | 2143.4        |
| DAVID TALLENT                       | 40            |
| DEERE & COMPANY                     | 8115.62       |
| DEPARTMENT OF COMMERCE              | 115296        |
| DEPARTMENT OF LABOR AND INDUSTRIES  | 45919.15      |
| DIVERSIFIED                         | 10417         |
| DOMESTIC ABUSE WOMENS NETWORK       | 2500          |
| DREW MARTIN                         | 4000          |
| DRS 457                             | 13104         |
| DTG RECYCLE                         | 42912.65      |
| E SQUARED SYSTEMS, LLC              | 705.28        |
| EBIX, INC.                          | 177.86        |
| ELECTRONIC BUSINESS MACHINES        | 1684.02       |
| ELNAH JORDAN                        | 3500          |
| ELYON MAINTENANCE, INC.             | 115872.8      |
| ENVIRONMENTAL SYSTEMS RESEARCH INST | 21309.37      |
| ERIC LONG                           | 130.4         |
| ESD - LTC                           | 17486.13      |
| ESD - PFML                          | 37835.9       |
| ESD - UI TAX ADMINISTRATION         | 6211.6        |
| EVERMARK, LLC                       | 307.7         |
| EXPLOREN BORGES LLC                 | 3200          |
| FACET NW, INC.                      | 60475.09      |
| FERGUSON CONSULTING                 | 50000         |
| FERGUSON WATERWORKS #3156           | 2875.62       |
| FIRE PROTECTION, INC                | 5537.81       |
| FLEMINGS HOLIDAY LIGHTING LLC       | 1139.6        |
| FLYNN BEC LP                        | 4204.13       |
| FOOTPRINT PROMOTIONS                | 435.29        |
| FOURTEN CREATIVE                    | 3570.8        |
| FRANKLIN COVEY                      | 20201.78      |
| FUELCARE                            | 3300.32       |
| GALLO, ELHAM                        | 442.49        |
| GAMES2U                             | 854           |
| GAYLEN SAUVE                        | 600           |
| GAYLYNN BRIEN                       | 360           |
| GCP WW HOLDCO, LLC                  | 6109.05       |
| GMP CONSULTANTS LLC                 | 25575.65      |
| GORDON THOMAS HONEYWELL             | 32550         |
| GOVERNMENT FINANCE OFFICERS ASSOC   | 225           |
| GRAINGER                            | 577.58        |
| GRAND EVENT RENTALS                 | 18936.24      |
| GRANICUS                            | 7302.76       |
| GREAT FLOORS LLC                    | 2534.6        |
| GYANCARLO GARCIA                    | 848.97        |
| H.D. FOWLER COMPANY                 | 7663.64       |
| HARPER'S PLAYGROUND                 | 1776          |
| HAWK EQUIPMENT SERVICES INC         | 1212.22       |
| HDR ENGINEERING, INC                | 8768.5        |
| HEALTH MANAGEMENT ASSOCIATES INC    | 9392.5        |

| <b>Name</b>                                 | <b>Volume</b> |
|---------------------------------------------|---------------|
| HEIDELBERG MATERIALS                        | 2025.24       |
| HERRERA ENVIRONMENTAL CONSULTANTS           | 16680.95      |
| HESTON PHOTOGRAPHY                          | 2074.41       |
| HHX, LLC                                    | 1811.51       |
| HILLIS CLARK MARTIN & PETERSON P.S.         | 7900.92       |
| HIMA NURSERY, INC.                          | 6491.38       |
| HOLMBERG COMPANY                            | 3357.73       |
| HOME DEPOT CREDIT SERVICES                  | 4518.22       |
| HONEY BUCKET                                | 7443.16       |
| HORIZON DISTRIBUTORS INC                    | 6497.46       |
| HOUSING CONNECTOR                           | 2500          |
| HRA VEBA TRUST                              | 47716.87      |
| HUNTINGTON TECHNOLOGY FINANCE               | 24221.71      |
| ICAP TRUST                                  | 7500          |
| ICLEI                                       | 1200          |
| INSLEE, BEST, DOEZIE & RYDER, P.S.          | 282820.1      |
| INTEGRA REALTY RESOURCES - SEATTLE          | 8000          |
| INTERNATIONAL INST OF MUNI CLERKS           | 370           |
| IRUM YASIR BUTT                             | 250           |
| ISABELLE MAADI                              | 490.92        |
| IVONNE CASTRO                               | 150           |
| iWORQ SYSTEMS                               | 2800          |
| JACOBS ENGINEERING GROUP                    | 260460.3      |
| JANET RAYOR                                 | 675           |
| JANET SHAW                                  | 103           |
| JASON RICHARD SPERLING                      | 250           |
| JET CITY PRINTING                           | 884.69        |
| KBA INC.                                    | 65201.91      |
| KELLEY PORTER                               | 248           |
| KENDALL FORD OF MARYSVILLE                  | 52050.68      |
| KENMORE ELEMENTARY PTA                      | 3750          |
| KENMORE HERITAGE SOCIETY                    | 2500          |
| KENMORE LINK LLC                            | 7500          |
| KENMORE MIDDLE SCHOOL                       | 8000          |
| KENMORE SENIOR CENTER                       | 7812.5        |
| KEY CODE MEDIA, INC.                        | 1025.47       |
| KIMLEY HORN AND ASSOCIATES, INC.            | 39261.5       |
| KING COUNTY BAR ASSOCIATION                 | 200           |
| KING COUNTY FINANCE                         | 227256.5      |
| KING COUNTY FINANCE                         | 3429.24       |
| KING COUNTY FINANCE                         | 8145.94       |
| KING COUNTY FINANCE W.L.R.D.                | 9533          |
| KING COUNTY MUNICIPAL CLERKS ASSOC          | 60            |
| KING COUNTY POLICE CHIEFS ASSOCIATION       | 50            |
| KING COUNTY RECORDER'S OFFICE               | 305.5         |
| KING COUNTY REGIONAL HOMELESSNESS AUTHORITY | 47666         |
| KING COUNTY SHERIFF                         | 2618260       |
| KING COUNTY TREASURY                        | 89856.51      |
| KITTRICH CORP                               | 863.97        |
| KPFF CONSULTING ENGINEERS                   | 374948.8      |
| LAKE CITY PARTNERS ENDING HOMELESSNESS      | 50000         |
| LANGUAGE LINE SERVICES, INC.                | 46.27         |
| LIGHTHOUSE CONSULTING INC                   | 114955.4      |
| LINCOLN NATIONAL LIFE INSURANCE             | 17184.32      |
| LOUEDGE, INC.                               | 95            |
| MACDONALD MILLER FACILITY SOLUTIONS         | 7842.93       |
| MARINE FLOATS CORPORATION                   | 7599.33       |
| MARY MILLER STEPHENS                        | 7500          |
| MATRIX CONSULTING GROUP, LTD                | 4600          |
| McGRATH HUMAN RESOURCES GROUP               | 4000          |
| MCKINSTRY                                   | 11295.5       |
| MELANIE O'CAIN                              | 657           |
| MICHAEL CHAMBERLAIN                         | 189.6         |
| MICHELLE KANG                               | 79.16         |
| MINAL GUHE                                  | 400           |
| MINUTEMAN PRESS                             | 20835.39      |
| MISSION SQUARE / 109964                     | 479840.3      |
| MISSION SQUARE 457 / 304745                 | 123191.4      |
| MISSY RAINES                                | 4000          |
| MOORLANDS GROVE, LLC                        | 7500          |
| MORGAN SOUND INC                            | 4900.1        |
| MORGAN STANLEY CAPITAL MANAGEMENT LLC       | 10000         |
| MORUP SIGNS, INC.                           | 1768.72       |

| <b>Name</b>                                  | <b>Volume</b> |
|----------------------------------------------|---------------|
| MSR COMMUNITIES LLC                          | 7500          |
| MSR KENMORE CREEK HOMES                      | 7500          |
| MSR TRI AT INGLEWOOD LLC                     | 7500          |
| NAMI EASTSIDE                                | 3437.5        |
| NARWHAL MET, LLC                             | 2975          |
| NATIONAL BARRICADE CO., LLC                  | 5014.17       |
| NATIONAL LIFE INSURANCE CO.                  | 262.5         |
| NATIONAL SCLERODERMA FOUNDATION              | 150           |
| NAVIA FSA                                    | 26975.82      |
| NAVIA HSA                                    | 12512.16      |
| NELSON ELECTRIC, INC.                        | 9811.99       |
| NELSON TRUCK EQUIPMENT CO                    | 4805.74       |
| NIGEL HERBIG                                 | 1458.91       |
| NIKHIL PATNE                                 | 250           |
| NORTH AMERICAN SAFETY, INC.                  | 2588          |
| NORTH PACIFIC HOMES LLC                      | 29369.4       |
| NORTHSHORE PARK & REC SERVICE AREA           | 2720          |
| NORTHSHORE SCHOOL DISTRICT                   | 596995        |
| NORTHSHORE SCHOOLS FOUNDATION                | 750           |
| NORTHSHORE SENIOR CENTER                     | 1562.5        |
| NORTHSHORE UTILITY DIST                      | 102392.5      |
| NORTHSHORE YOUTH SOCCER ASSOC.               | 55            |
| NORTHWEST ARBORICULTURE LLC                  | 17837.4       |
| NORTHWEST TROPHY                             | 118.47        |
| NUHSA                                        | 1871          |
| OFFICE DEPOT                                 | 5304.2        |
| OLBRECHTS & ASSOCIATES, PLLC                 | 2443.5        |
| OLSON BROTHERS PRO VAC LLC                   | 44440.88      |
| OLYMPIC ENVIRONMENTAL RESOURCES INC          | 28458.12      |
| OLYMPIC NURSERY INC                          | 4405.25       |
| OPEN DOORS FOR MULTICULTURAL FAMILIES        | 2500          |
| O'REILLY/FIRST CALL                          | 430.84        |
| OSBORN CONSULTING INC.                       | 130228.6      |
| OUR FAMILY FARM                              | 22            |
| OUTCOMES BY LEVY, LLC                        | 10200         |
| PACE ENGINEERS, INC.                         | 75396         |
| PACIFIC AIR CONTROL, INC.                    | 16525.58      |
| PACIFIC TOPSOILS                             | 6758.73       |
| PANE'N THE GLASS WINDOW CLEANING LLC         | 1100          |
| PARAMETRIX INC                               | 325721        |
| PARDALIS GROUP III LLC                       | 3500          |
| PARKROSE/McLENDONS HARDWARE                  | 450.27        |
| PARMA POST & POLE, INC.                      | 1027.06       |
| PAWS                                         | 3233          |
| PENDLETON CONSULTING LLC                     | 9348          |
| PERFORMANCE SYSTEMS INTEGRATION LLC          | 326.21        |
| PERS DEPT OF RETIREMENT SYSTEMS              | 620822.4      |
| PETTY CASH CUSTODIAN                         | 35.26         |
| PLYWOOD SUPPLY                               | 195.01        |
| PRIME HOMES LLC                              | 7500          |
| PROCOM LLC                                   | 122           |
| PSR MECHANICAL, LLC                          | 4640.56       |
| PUGET SOUND CLEAN AIR AGENCY                 | 5845.75       |
| PUGET SOUND EMERGENCY RADIO NETWORK OPERATOR | 3369.6        |
| PUGET SOUND ENERGY                           | 265339.3      |
| PUGET SOUND FINANCE OFFICERS ASSOC           | 80            |
| PUGET SOUND PLANTS                           | 1787.31       |
| PULTEGROUP                                   | 7500          |
| QUADIENT FINANCE USA INC                     | 2831.94       |
| QUADIENT LEASING USA, INC.                   | 1291.54       |
| RAKESH CHAKARI MALLAREPPA                    | 250           |
| RAMEZ DEBBAS                                 | 12511.86      |
| RECLAIM LAND MANAGEMENT LLC                  | 1309.2        |
| REGIONAL ANIMAL SERVICES OF KC               | 8423          |
| REGIONAL CRISIS RESPONSE AGENCY              | 104066.5      |
| REPUBLIC SERVICES #172                       | 16310.84      |
| RISAN ATHLETICS, INC.                        | 1157.05       |
| RM HOMES LLC                                 | 7500          |
| ROADWAY MANAGEMENT TECHNOLOGIES LLC          | 23142         |
| ROMAN YEROKHIN                               | 6051.2        |
| ROOPCHAND NARKEDAMILLI                       | 125           |
| ROSS MAYER                                   | 109.66        |
| SAGACITY MEDIA, INC.                         | 1200          |

| Name                                             | Volume   |
|--------------------------------------------------|----------|
| SAMANTHA LOYUK                                   | 143      |
| SAMUEL RODRIGUEZ                                 | 210      |
| SARAH ROBERTS                                    | 95414.45 |
| SCHINDLER ELEVATOR CORPORATION                   | 3173.24  |
| SCORE                                            | 97149.31 |
| SEATTLE PUMP & EQUIPMENT CO                      | 4853.35  |
| SEATTLE TIMES                                    | 10308.65 |
| SEATTLE'S CHILD                                  | 3550     |
| SELENA FITCH                                     | 885.05   |
| SELLEN CONSTRUCTION COMPANY, INC.                | 8649.6   |
| SENTINEL OFFENDER SERVICES, LLC                  | 609.5    |
| SHANNON & WILSON, INC.                           | 1800     |
| SHERI GRIMES                                     | 40       |
| SHERWIN WILLIAMS CO.                             | 1466.03  |
| SHI INTERNATIONAL CORP.                          | 49212.56 |
| SHIELD OF ARMOR SAFETY LLC                       | 1532.5   |
| SHORELINE FIRE DEPT                              | 300      |
| SHRED IT, C/O STERICYCLE, INC>                   | 910.02   |
| SIGN CONNEXION LLC                               | 5070.97  |
| SISKUN POWER EQUIPMENT                           | 4089.43  |
| SITESCAPES, INC.                                 | 2790     |
| SNOHOMISH COUNTY                                 | 12312    |
| SOFTWAREONE, INC.                                | 663.29   |
| SOMERSAULT WELLNESS LLC                          | 3300     |
| SOUND SAFETY PRODUCTS CO.                        | 361.6    |
| SP & CO/SUSSMAN PREJZA & CO                      | 7250     |
| SPECIALTY DOOR SERVICE, INC.                     | 394.52   |
| STAPLES                                          | 17289.95 |
| STATE AUDITOR'S OFFICE                           | 14535.95 |
| STATE OF WA DEPT. OF LICENSING                   | 1.6      |
| STEPHANIE LUCASH                                 | 322      |
| STEVE GOEWEY                                     | 752.89   |
| STEWART MACNICHOLS HARMELL, INC.                 | 35000    |
| SUNBELT RENTALS                                  | 974.45   |
| SUPERION, LLC                                    | 2672.9   |
| T MOBILE USA, INC.                               | 13450.46 |
| TARA DUNFORD                                     | 1121.25  |
| TASTAD CONSTRUCTION INC                          | 199338.2 |
| TERI KILLGORE                                    | 1288.45  |
| THE LODGE AT ST. EDWARD PARK                     | 5081.82  |
| THE ORIGINAL POOP BAGS                           | 1419.89  |
| THOMCO CONSTRUCTION, INC.                        | 50000    |
| TOASTMASTERS INTERNATIONAL                       | 250      |
| TOTAL LANDSCAPE CORP                             | 155541.6 |
| TOURNESOL SITEWORKS, LLC                         | 2589.7   |
| Town and Country Fence Inc.                      | 20740.84 |
| TRUGREEN                                         | 2859.66  |
| TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESOTA  | 2206.11  |
| TYLER TECHNOLOGIES, INC.                         | 1212.65  |
| U.S. BANK N.A. / CUSTODY                         | 404      |
| U.S. BANK PURCHASE CARDS                         | 173236.6 |
| ULINE                                            | 2022.16  |
| UNITED RENTALS NW, INC                           | 2215.01  |
| UPS STORE KENMORE                                | 364.95   |
| URBAN ACCESSORIES, INC.                          | 3960.59  |
| US POSTAL SERVICE                                | 4692.46  |
| UTILITIES UNDERGROUND LOCATION CTR               | 1664.88  |
| V2WORKS                                          | 3135     |
| VAUGHAN, KENT                                    | 1382.24  |
| VECA ELECTRIC & TECHNOLOGIES, LLC                | 43021    |
| VERIZON WIRELESS                                 | 350.3    |
| VINIT KELKAR                                     | 250      |
| WA ASSOC OF BUILDING OFFICIALS                   | 290      |
| WA CITIES INSURANCE AUTHORITY                    | 907745   |
| WA STATE DEPT OF ENTERPRISE SVCS                 | 12761.16 |
| WA STATE DEPT OF LABOR & INDUSTRIES              | 398.4    |
| WA STATE DEPT OF TRANSPORTATION                  | 2073.77  |
| WA STATE DEPT OF TRANSPORTATION                  | 43.54    |
| WAGNER ARCHITECTS                                | 534459.4 |
| WALTER E. NELSON CO.                             | 1492.37  |
| WASHINGTON ASSOCIATION OF CONSERVATION DISTRICTS | 1759.31  |
| WASHINGTON AUDIOLOGY SERVICES, INC.              | 1163.4   |
| WASHINGTON AUTISM ALLIANCE                       | 1000     |

| <b>Name</b>                            | <b>Volume</b> |
|----------------------------------------|---------------|
| WASHINGTON CITY/COUNTY MGMT ASSOC      | 2285          |
| WASHINGTON STATE DEPARTMENT OF ECOLOGY | 14936         |
| WASHINGTON STATE OFFICE CASH MGMT      | 689.5         |
| WASHINGTON STATE TREASURER             | 3051.76       |
| WEST COAST PLUMBING AND HEATING, INC.  | 823.2         |
| WESTERN DISPLAY FIREWORKS, LTD.        | 32000         |
| WESTERN ENTRANCE TECHNOLOGY, LLC       | 606.1         |
| WESTLAKE HARDWARE WA-153               | 3288.7        |
| WM CORPORATE SERVICES INC.             | 27418.58      |
| WONDERLAND CHILD & FAMILY SERVICES     | 500           |
| WOODINVILLE FARMERS MARKET             | 12500         |
| WSDOT/LTAP CENTER                      | 525           |
| XEROX CORPORATION                      | 4560.48       |
| XYLEM LLC                              | 5643.91       |
| YOU LEE KIM                            | 150           |
| ZACHARY SERLETH                        | 3000          |
| ZESBAUGH, INC.                         | 1542.8        |
| ZIPLY FIBER                            | 6666.91       |
| ZONAR SYSTEMS                          | 544.56        |
| ZUMAR                                  | 311.63        |

# 2025-08-15 Voucher List for Approval

Final Audit Report

2025-08-25

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2025-08-21                                   |
| By:             | Jenilee Knox (jknox@kenmorewa.gov)           |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAA2pnuCe2633JPnvSP3Aot4jr0YAMrm5N7 |

## "2025-08-15 Voucher List for Approval" History

-  Document created by Jenilee Knox (jknox@kenmorewa.gov)  
2025-08-21 - 11:00:58 PM GMT
-  Document emailed to Melinda Merrell (mmerrell@kenmorewa.gov) for signature  
2025-08-21 - 11:02:10 PM GMT
-  Email viewed by Melinda Merrell (mmerrell@kenmorewa.gov)  
2025-08-25 - 5:22:49 PM GMT
-  Document e-signed by Melinda Merrell (mmerrell@kenmorewa.gov)  
Signature Date: 2025-08-25 - 5:23:15 PM GMT - Time Source: server
-  Document emailed to Stephanie Lucash (slucash@kenmorewa.gov) for signature  
2025-08-25 - 5:23:17 PM GMT
-  Email viewed by Stephanie Lucash (slucash@kenmorewa.gov)  
2025-08-25 - 6:09:03 PM GMT
-  Document e-signed by Stephanie Lucash (slucash@kenmorewa.gov)  
Signature Date: 2025-08-25 - 6:09:19 PM GMT - Time Source: server
-  Agreement completed.  
2025-08-25 - 6:09:19 PM GMT

**City Council Agenda Bill**  
**City of Kenmore, WA**



**Meeting Date: 9/8/2025**

| Subject/Topic:                                                                                                                                                                                                                                                                                                                                                                                                                  | Proposed Council Action/Motion:                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Ordinance 25-0631<br/> Amendments to the Kenmore Municipal Code for Single Room Occupancy (SRO) and Residential Parking Regulations.</p> <p><b>Department:</b> Community Development</p> <p><b>Prepared by:</b> Brittany Chue, Senior Planner<br/> Todd Hall, Principal Planner</p> <p><b>Attachments:</b><br/> 1. Ordinance No. 25-0631</p> <p>Exhibit A: Single Room Occupancy and Residential Parking Code Amendments</p> | <p><input type="checkbox"/> Information Only<br/> <input type="checkbox"/> Receive and File<br/> <input type="checkbox"/> Discuss<br/> <input type="checkbox"/> Provide Direction<br/> <input type="checkbox"/> Public Hearing<br/> <input checked="" type="checkbox"/> Adopt/Approve<br/> <input type="checkbox"/> Authorize<br/> <input type="checkbox"/> Other:</p> <p>Adopt Ordinance 25-0631 amending Titles 15 and 18 of the Kenmore Municipal Code.</p> |

Approvals:

|                 |            |               |     |                  |     |              |            |          |     |
|-----------------|------------|---------------|-----|------------------|-----|--------------|------------|----------|-----|
| Department Head | DB 8/14/25 | City Attorney | N/A | Finance Director | N/A | City Manager | SL 8/27/25 | Optional | N/A |
|-----------------|------------|---------------|-----|------------------|-----|--------------|------------|----------|-----|

**Summary/Background:**

**Summary:** Ordinance 25-0631, amending Titles 15 and 18 of the Kenmore Municipal Code on Single Room Occupancy and Residential Parking Regulations, will be presented at the 9/8/25 City Council meeting for tentative adoption.

The ordinance (Attachment #1) includes Exhibit A, detailing the code amendments for Single Room Occupancy and Residential Parking.

If the city does not adopt regulations by December 31, 2025, the State Model Ordinance for Single Room Occupancy housing will go into effect until regulations are adopted.

**Single Room Occupancy and Residential Parking State Legislation**

The state legislature passed regulations for single room occupancy (co-living) in 2024 based on the Growth Management Act from HB 1998, [RCW 36.70A.535](#). Allowing single room occupancy as a permitted use on any lot that allows at least 6 multifamily residential units provides more housing options and more market-rate, non-subsidized rental homes. Single room occupancy provides a housing option for people who want a low-cost alternative to living with roommates and allows for shared community spaces that facilitate social connections. Additionally, parking requirements are

reduced drastically, and there is no parking required if the development is within half a mile of a major transit stop.

Senate Bill (SB) 6015, [RCW 36.70A.622](#), passed by the state in 2024, establishes new requirements for residential parking in the Growth Management Act (GMA). This law restricts minimum parking space dimensions to not exceed 8' x 20', allows tandem parking spaces in all residential areas, allows required parking spaces to be enclosed or unenclosed, allows grass block pavers, and eliminates the minimum parking space requirement if it conflicts with tree retention. This law prioritizes tree retention and reduces impervious surface area through smaller parking size dimensions, which could improve drainage and tree canopy, reducing costs for developers.

### **Previous Council Action(s):**

At the 4/21/25 City Council meeting, staff summarized key points about new state regulations on co-living and residential parking: [Kenmore – Document Center](#).

At the 6/23/25 City Council meeting, staff presented draft code updates on Single Room Occupancy housing and Residential Parking: [Kenmore – Document Center](#).

At the 7/21/25 City Council meeting, a public hearing was held and staff presented modifications to the draft code, including Single Room Occupancy housing as an allowed use in R-4 zoning: [Kenmore – Document Center](#).

### **Fiscal Consideration:**

Staff time to complete the modification of zoning regulations for City Council consideration.

### **[City Council Priorities](#) or Budget Objective Being Addressed:**

City Council's 2025-2026 Priority #2: Preserve and increase availability of all types of housing at all income levels, including the needs of people experiencing homelessness.

City Council's 2025-2026 Priority #4: Promote sustainable Economic Development Strategies that enhance downtown and attract residents, small businesses, and visitors.

City Council's 2025-2026 Priority #5: Enhance multimodal transportation, including pedestrian and bicycle safety.

**CITY OF KENMORE  
WASHINGTON  
ORDINANCE NO. 25-0631**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, AMENDING  
TITLES 15 AND 18 OF THE KENMORE MUNICIPAL CODE TO COMPLY  
WITH RCW 36.70A.535 CO-LIVING HOUSING AND RCW 36.70A.622  
RESIDENTIAL PARKING REGULATION; PROVIDING FOR SEVERABILITY;  
AND ESTABLISHING AN EFFECTIVE DATE.**

---

WHEREAS, in 2024 the Washington State Legislature passed Engrossed Substitute House Bill (ESHB) 1998 (chapter 180, laws of 2024), creating new section RCW 36.70A.535, related to single room occupancy (co-living) housing; and

WHEREAS, in 2024 the Legislature passed Substitute Senate Bill (SSB) 6015 (chapter 274, laws of 2024), creating new section RCW 36.70A.622, related to residential parking regulation; and

WHEREAS, in passing ESHB 1998 (chapter 180, laws of 2024) and SSB 6015 (chapter 274, laws of 2024) the Legislature found that Washington is experiencing a housing affordability crisis and high development costs; and

WHEREAS, the Legislature further found that single room occupancy housing is a type of housing that can provide rental housing affordable to people with moderate to low incomes without requiring public funding, and single room occupancy housing historically provided a healthy inventory of rental housing until the mid-20<sup>th</sup> century when local governments began adopting restrictive zoning and other rules prohibiting or making it impractical to building or operate single room occupancy housing; and

WHEREAS, the Legislature further found:

Single room occupancy housing is a residential development with sleeping units that are independently rented and provide living and sleeping space, in which residents share kitchen facilities with residents of other units in the building;

Single room occupancy housing historically provided a healthy inventory of rental homes on the lowest rung of the private housing market;

Single room occupancy housing reduces pressure on the limited amount of publicly-funded affordable housing by providing housing that is affordable to lower income residents who might otherwise wait years for subsidized housing;

Single room occupancy housing provides options for people who: wish to lower their housing expenses by paying less for a smaller home; prefer a living arrangement with shared community spaces that facilitate social connections; wish to trade off location for space and, by living in a small home, also get to live in a high opportunity neighborhood they could not otherwise afford; or want a low-cost, more private alternative to having a roommate in a traditional rental;

Single room occupancy housing reduces demand for family-sized rentals from singles who would otherwise group together to rent large homes;

Single room occupancy housing provides a good option for seniors, especially those who want to downsize, or those who desire a living arrangement that is more social than a standard apartment and when located in walkable neighborhoods, single room occupancy housing gives mobility options to seniors who can no longer drive;

Single room occupancy housing is well-suited for people of diverse incomes, including low- and very low-income households;

State building codes have established minimum sizes and other standards to ensure that single room occupancy housing meets modern health and safety standards;

Creating single room occupancy housing near transit hubs, employment centers, and public amenities can help reduce greenhouse gas reduction by increasing walkability, shortening household commutes, curtailing sprawl, and reducing the pressure to develop natural and working lands; and

Single room occupancy housing, because the units are small, is inherently more energy efficient than standard apartments, both saving residents money and reducing the energy demand.

WHEREAS, the housing element of the Kenmore Comprehensive Plan supports single room occupancy housing by planning for a range of densities and housing types for all needs and incomes, through preserving, improving, and expanding housing stock; and

WHEREAS, the Kenmore City Council desires to amend regulations to several chapters of Titles 15 and 18 of Kenmore Municipal Code, to be consistent with new state laws; and

WHEREAS, on June 17<sup>th</sup>, 2025, the City transmitted a copy of the proposed ordinance to the Washington State Department of Commerce in accordance with RCW 36.70A.106 at least 60 days in advance of adoption for the required 60-day state review period; and

WHEREAS, on July 21<sup>st</sup>, 2025, the City Council held a duly noticed public hearing to consider staff's recommendation and accept public testimony; and

WHEREAS, the City Council finds that the proposed amendments to Title 15 and 18 of the Kenmore Municipal Code comply with the decision criteria of KMC 19.20.090; and

WHEREAS, adoption of the ordinance will bring the City into compliance with RCW 36.70A.535 and RCW 36.70A.622, and will serve the general welfare of the public;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON ORDAINS AS FOLLOWS:

Section 1. Findings Adopted. The City Council adopts the foregoing recitals as findings, which are incorporated herein as if set forth in full, in support of the adoption of this Ordinance.

Section 2. Amendments to the Kenmore Municipal Code. The City Council amends Chapters 15.40, 18.20, 18.21, 18.22, 18.23, 18.24, 18.24A, 18.25, 18.25A, 18.25B, 18.26, 18.27, 18.29, 18.30, 18.40, 18.52, and 18.77 of the Kenmore Municipal Code, as set forth in Exhibit A, attached hereto and incorporated by reference:

Section 3. Severability. If any section, subsection, clause, sentence, or phrase of this ordinance should be held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4. Effective Date. This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8TH DAY OF SEPTEMBER 2025.

CITY OF KENMORE

\_\_\_\_\_  
Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Michelle Kang, Acting City Clerk

Approved as to form:

\_\_\_\_\_  
Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK: 08/27/2025  
PASSED BY THE CITY COUNCIL:  
ORDINANCE NO.: 25-0631  
DATE OF PUBLICATION:  
EFFECTIVE DATE:

## EXHIBIT A TO ORD. 25-0631

The amendments to the Kenmore Municipal Code are adopted to read as follows:

### Chapter 15.40 KENMORE PROPERTY MAINTENANCE CODE

\* \* \*

#### 15.40.305 Interior structure.

A. General. The interior of a *structure* and equipment therein shall be maintained in good repair, structurally sound, and in a sanitary condition. *Occupants* shall keep that part of the *structure* that they occupy or control in a clean and sanitary condition. Every *owner* of a *structure* containing ~~a rooming house, housekeeping units,~~ a hotel, ~~a dormitory,~~ two or more *dwelling units*, *single room occupancy housing*, or two or more nonresidential *occupancies* shall maintain, in a clean and sanitary condition, the shared or public areas of the *structure* and *exterior property*.

\* \* \*

#### 15.40.503 Toilet rooms.

A. Privacy. *Toilet rooms* and *bathrooms* shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all common or shared *bathrooms* and *toilet rooms* in a multiple dwelling.

B. Location. *Toilet rooms* and *bathrooms* serving hotel units, ~~rooming units, dormitory units or housekeeping units~~ shall have access by traversing not more than one flight of stairs and shall have access from a common hall or passageway.

C. Floor Surface. In other than *dwelling units*, every *toilet room* floor shall be maintained to be a smooth, hard, nonabsorbent surface to permit such floor to be easily kept in a clean and sanitary condition. [Ord. 23-0577 § 1 (Exh. A).]

\* \* \*

TECHNICAL TERMS AND LAND USE DEFINITIONS

\* \* \*

**18.20.1521 Kitchenette.**

**18.20.2535 Single Room Occupancy.**

**18.20.2760 Sleeping unit.**

**18.20.2967 Tandem parking stall.**

\* \* \*

**18.20.1520 Kitchen or kitchen facility.**

A room or space used for cooking or the preparation of food with all of the following: sink (not shared with sanitation facilities), 220/240-volt or natural gas stovetop with ventilation, refrigerator, and food preparation area. Portable or countertop appliances are not part of kitchen facilities. A kitchen or kitchen facility must meet the standards of the Washington State Building and Residential Code.

~~"Kitchen or kitchen facility" means an area within a *building* intended for the preparation and storage of food and containing:~~

~~A. An appliance for the refrigeration of food;~~

~~B. An appliance for the cooking or heating of food; and~~

~~C. A sink. [Ord. 11-0329 § 3 (Exh. 1).]~~

**18.20.1521 Kitchenette.**

A kitchenette has limited cooking facilities, such as a sink, small one or two-burner stove, microwave, and mini-fridge, and may include adequate counter space for plug-in electric cooking appliances.

**18.20.1522 Kitchen, Shared.**

"Shared kitchen" means a *kitchen* that is used, intended, or designed to be used by residents of multiple dwelling or *sleeping units* for preparing food simultaneously. The shared kitchen shall

meet the regulations of a *kitchen or kitchen facility* (KMC 18.20.1520). For example, in *Single Room Occupancy* housing, residents share *kitchen facilities* with other *sleeping units* in the building.

\* \* \*

#### **18.20.2535 Single Room Occupancy.**

A residential development with *sleeping units* that are independently rented and lockable and provide living and sleeping space, and residents share *kitchen facilities* with other *sleeping units* in the building (e.g. co-living, dormitories, congregate living facilities, boarding house, rooming house, lodging house, residential suites). Single room occupancy housing only consists of *sleeping units*, but single room occupancy may be combined with other dwelling unit types (e.g. an apartment complex could have a mix of single room occupancy housing, studios, 1-bedroom, 2-bedroom, and townhouse units). Single room occupancy housing can fit within any dwelling unit type that is also permitted in the same zone, e.g. attached dwelling units (*apartments, courtyard apartments, townhouses, fourplex, triplex, duplex, stacked flats*), detached dwelling units (*single detached dwelling unit, cottage housing*), and accessory dwelling units. When calculating dwelling unit density for *single room occupancy* housing, 1 *sleeping unit* =  $\frac{1}{4}$  *dwelling unit*. Other regulations, such as design, building, fire, and electricity, will follow the standards of the building or dwelling type (e.g. detached, attached, accessory).

\* \* \*

**18.20.2760 Sleeping unit.** A single unit that provides rooms or spaces for one or more persons, includes permanent provisions for sleeping and can include provisions for living, eating and either sanitation or kitchen facilities but not both. Such rooms and spaces that are also part of a *dwelling unit* are not sleeping units. A sleeping unit in *single room occupancy* housing is at least 70 square feet (e.g. co-living, dormitories, congregate living facilities, boarding house, rooming house, lodging house, residential suites). There must be at least one shared *kitchen facility* for sleeping units to be considered *single room occupancy* housing. In-unit bathrooms are optional in sleeping units, but there must be access to a shared bathroom if an in-unit bathroom is not provided. This differs from a *dwelling unit*, which requires an in-unit kitchen and bathroom and must be at least 190 square feet. A sleeping unit may not have both private sanitation and *kitchen facilities*; however, *kitchenettes* may be allowed. When calculating dwelling unit density for *single room occupancy* housing, 1 *sleeping unit* =  $\frac{1}{4}$  *dwelling unit*.

\* \* \*

**18.20.2967 Tandem parking stall.** Tandem is defined as having two or more vehicles, one in front of or behind the others with a single means of ingress and egress. Parking spaces in tandem must count towards meeting minimum parking requirements at a rate of one space for every 20 linear feet with any necessary provisions for turning radius.

\* \* \*

#### **18.20.810 Dwelling unit.**

“Dwelling unit” means one or more rooms designed for occupancy by a person or *family* for living and sleeping purposes, containing *kitchen facilities*, *bathroom facilities*, and rooms with

internal accessibility, for use solely by the dwelling's occupants. Dwelling units must have at least 190 square feet of habitable space. Every dwelling unit shall have not less than one room that shall have not less than 120 square feet of net floor area. Other habitable rooms of a dwelling unit shall have a net floor area of not less than 70 square feet. Microhousing dwelling units may share kitchen facilities with other dwelling units in place of providing kitchen facilities within each unit. [Ord. 16-0415 § 2 (Att. B); Ord. 11-0329 § 3 (Exh. 1).]

\* \* \*

## Chapter 18.21

### RESIDENTIAL ZONES

#### 18.21.020 Residential zones R-1, R-4 and R-6 – Use allowances.

The following uses listed in Table A are identified as *permitted*, conditionally permitted, or *prohibited uses* in residential zones R-1, R-4 and R-6:

**Table A. R-1, R-4 and R-6 Zones Use Allowances**

| PERMITTED                                                | CONDITIONALLY PERMITTED                                 | PROHIBITED                                      |
|----------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------|
| <i>Air transportation service</i> <sup>1</sup>           | <i>Ambulatory surgery center</i> <sup>25</sup>          | <i>Adult entertainment business</i>             |
| <i>Arts, entertainment, indoor</i> <sup>2,3</sup>        | <i>Arts, entertainment, outdoor</i> <sup>26</sup>       | <i>Animal kennel/shelter</i>                    |
| <i>Cottage housing</i> <sup>38, 39</sup>                 | <i>Cemetery, columbarium or mausoleum</i> <sup>27</sup> | <i>Auction house</i>                            |
| <i>Courtyard apartments</i> <sup>38</sup>                | <i>College/university</i> <sup>25</sup>                 | <i>Automotive sales and service, marine</i>     |
| <i>Day care</i> <sup>4</sup>                             | <i>Community residential facility</i> <sup>28</sup>     | <i>Automotive sales and service, non-marine</i> |
| <i>Duplex</i> <sup>38</sup>                              | <i>Eating and drinking place</i> <sup>3,29</sup>        | <i>Business service, intensive</i>              |
| <i>Educational service</i> <sup>5</sup>                  | <i>Hospital</i> <sup>25</sup>                           | <i>Business service, standard</i>               |
| <i>Family child-care home</i> <sup>6</sup>               | <i>Manufactured housing community</i> <sup>30</sup>     | <i>Cannabis business</i>                        |
| <i>Fire or police facility</i> <sup>7,8</sup>            | <i>Personal service</i> <sup>31</sup>                   | <i>Cannabis cooperative</i>                     |
| <i>Fourplex</i> <sup>38</sup>                            | <i>Recreational facility, indoor</i> <sup>3,16,32</sup> | <i>Construction and trade</i>                   |
| <i>Health care and social assistance</i> <sup>9,10</sup> | <i>Regional land use</i> <sup>33,34,35</sup>            | <i>Funeral home/crematory</i>                   |

**Table A. R-1, R-4 and R-6 Zones Use Allowances**

| PERMITTED                                             | CONDITIONALLY PERMITTED         | PROHIBITED                  |
|-------------------------------------------------------|---------------------------------|-----------------------------|
| Office <sup>12</sup>                                  | Retail sales <sup>31,36</sup>   | Laboratory                  |
| Park <sup>13</sup>                                    | Temporary lodging <sup>37</sup> | Manufacturing, heavy        |
| Recreational facility,<br>outdoor <sup>14,15,16</sup> |                                 | Manufacturing, light        |
| Religious institution <sup>17</sup>                   |                                 | Mobile food service         |
| Resource land use <sup>18</sup>                       |                                 |                             |
| Single detached dwelling<br>unit <sup>19,20</sup>     |                                 | Retail sales, bulk          |
| <u>Single room occupancy<sup>40</sup></u>             |                                 | Secure facility             |
| Stacked flats <sup>38</sup>                           |                                 | Transportation              |
| Standalone parking <sup>21</sup>                      |                                 | Vehicle or equipment rental |
| Supportive living facility <sup>22</sup>              |                                 | Vehicle refueling station   |
| Triplex <sup>38</sup>                                 |                                 | Warehousing                 |
| Townhouse <sup>38</sup>                               |                                 | Wholesale trade             |
| Utility facility <sup>23,24</sup>                     |                                 |                             |

\* \* \*

40. Single room occupancy is a permitted use in R-4 and R-6 zones but shall not be allowed in R-1.

**18.21.030 Residential zones R-1, R-4 and R-6 – Development standards.**

The following zone-specific development standards in Table B apply in the R-1, R-4 and R-6 residential zones:

**Table B. R-1, R-4 and R-6 Residential Zones Development Standards**

| STANDARDS                                          | ZONES | R-1 <sup>1</sup>    | R-4                     | R-6                   |
|----------------------------------------------------|-------|---------------------|-------------------------|-----------------------|
| Base Density: Dwelling Unit/Acre <sup>2</sup>      |       | 1 du/ac             | 4 du/ac <sup>3,18</sup> | 6 du/ac <sup>18</sup> |
| Maximum Density: Dwelling Unit/Acre <sup>2,4</sup> |       |                     | 6 du/ac                 | 9 du/ac               |
| Minimum Density <sup>2</sup>                       |       |                     |                         |                       |
| Minimum Lot Width <sup>6</sup>                     |       | 35 ft. <sup>7</sup> | 30 ft.                  | 30 ft.                |
| Minimum Street Setback                             |       | 20 ft. <sup>7</sup> | 15 ft. <sup>8,9</sup>   | 15 ft. <sup>8,9</sup> |

| STANDARDS                                                    | Z<br>O<br>N<br>E<br>S |                    |                                   |                                   |
|--------------------------------------------------------------|-----------------------|--------------------|-----------------------------------|-----------------------------------|
|                                                              |                       | R-1 <sup>1</sup>   | R-4                               | R-6                               |
| Minimum Side <i>Setback</i> <sup>5,10</sup>                  |                       | 5 ft. <sup>7</sup> | 15 ft. total <sup>11</sup>        | 15 ft. total <sup>11</sup>        |
| Minimum Rear <i>Setback</i> <sup>5,10</sup>                  |                       | 5 ft. <sup>7</sup> | 20 ft.                            | 20 ft.                            |
| Maximum Height <sup>12</sup>                                 |                       | 35 ft.             | 35 ft.                            | 35 ft.<br>45 ft. <sup>13</sup>    |
| Base <i>Impervious Surface</i> : Percentage                  |                       | 30%                | 45%                               | 60%                               |
| Maximum <i>Impervious Surface</i> : Percentage <sup>14</sup> |                       | 30% <sup>15</sup>  | 55%                               | 70%                               |
| Minimum Lot Size                                             |                       | 2,500 sq. ft.      | 7,200 sq.<br>ft. <sup>16,17</sup> | 5,400 sq.<br>ft. <sup>16,17</sup> |

\*\*\*

<sup>2</sup> Density calculations applies only to *dwelling units* and not to *sleeping units*. *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

\*\*\*

#### 18.21.040 Residential zones R-12, R-18 and R-24 – Use allowances.

The following uses listed in Table C are identified as *permitted*, conditionally permitted, or *prohibited uses* in residential zones R-12, R-18 and R-24:

**Table C. R-12, R-18, and R-24 Zones Use Allowances**

| PERMITTED                                                  | CONDITIONALLY PERMITTED                                 | PROHIBITED                                      |
|------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------|
| <i>Air transportation service</i> <sup>1</sup>             | <i>Ambulatory surgery center</i> <sup>25</sup>          | <i>Adult entertainment business</i>             |
| <i>Arts, entertainment, indoor</i> <sup>2,3</sup>          | <i>Arts, entertainment, outdoor</i> <sup>26</sup>       | <i>Animal kennel/shelter</i>                    |
| <i>College/university</i> <sup>4,5</sup>                   | <i>Cemetery, columbarium or mausoleum</i> <sup>27</sup> | <i>Auction house</i>                            |
| <i>Community residential facility</i>                      | <i>Eating and drinking place</i> <sup>3,28</sup>        | <i>Automotive sales and service, marine</i>     |
| <i>Construction and trade</i> <sup>6</sup>                 | <i>Hospital</i> <sup>5</sup>                            | <i>Automotive sales and service, non-marine</i> |
| <i>Day care</i> <sup>7</sup>                               | <i>Personal service</i> <sup>29</sup>                   | <i>Business service, intensive</i>              |
| <i>Educational service</i> <sup>8</sup>                    | <i>Recreational facility, indoor</i> <sup>3,30,31</sup> | <i>Business service, standard</i>               |
| <i>Family child-care home</i> <sup>9</sup>                 | <i>Regional land use</i> <sup>32</sup>                  | <i>Cannabis business</i>                        |
| <i>Fire or police facility</i> <sup>10,11,12</sup>         | <i>Retail sales</i> <sup>29,33</sup>                    | <i>Cannabis cooperative</i>                     |
| <i>Health care and social assistance</i> <sup>4,5,13</sup> | <i>Temporary lodging</i> <sup>34</sup>                  | <i>Funeral home/crematory</i>                   |

| PERMITTED                                       | CONDITIONALLY PERMITTED   | PROHIBITED                  |
|-------------------------------------------------|---------------------------|-----------------------------|
| Manufactured housing community                  | Warehousing <sup>35</sup> | Laboratory                  |
| Multiple-family dwelling                        |                           | Manufacturing, heavy        |
| Office <sup>14</sup>                            |                           | Manufacturing, light        |
| Park <sup>15</sup>                              |                           | Mobile food service         |
| Recreational facility, outdoor <sup>16,17</sup> |                           | Resource land use           |
| Religious institution <sup>18</sup>             |                           | Retail sales, bulk          |
| Single detached dwelling unit <sup>19,20</sup>  |                           | Secure facility             |
| Single room occupancy                           |                           |                             |
| Standalone parking <sup>21</sup>                |                           | Transportation              |
| Supportive living facility                      |                           | Vehicle or equipment rental |
| Utility facility <sup>22,23,24</sup>            |                           | Vehicle refueling station   |
|                                                 |                           | Wholesale trade             |

\* \* \*

#### 18.21.050 Residential zones R-12, R-18, R-24, R-48, and MHC – Development standards.

The following zone-specific development standards in Table E apply in the R-12, R-18, R-24, R-48, and MHC residential zones:

**Table E. R-12, R-18, R-24, R-48, and MHC Residential Zones Development Standards**

| STANDARDS                                          | ZONES | R-12                | R-18                          | R-24                          | R-48                          | MHC <sup>12</sup> |
|----------------------------------------------------|-------|---------------------|-------------------------------|-------------------------------|-------------------------------|-------------------|
| Base Density: Dwelling Unit/Acre <sup>1</sup>      |       | 12 du/ac            | 18 du/ac                      | 24 du/ac                      | 48 du/ac                      | 12 du/ac          |
| Maximum Density: Dwelling Unit/Acre <sup>1,2</sup> |       | 18 du/ac            | 27 du/ac                      | 36 du/ac                      | 72 du/ac                      | 18 du/ac          |
| Minimum Density <sup>1,11</sup>                    |       | 80%                 | 75%                           | 70%                           | 65%                           | 80%               |
| Minimum Lot Width <sup>4</sup>                     |       | 30 ft.              | 30 ft.                        | 30 ft.                        | 30 ft.                        | --                |
| Minimum Street Setback                             |       | 10 ft. <sup>6</sup> | 10 ft. <sup>6</sup>           | 10 ft. <sup>6</sup>           | 10 ft. <sup>6</sup>           | 10 ft.            |
| Minimum Side Setback <sup>3,5</sup>                |       | 5 ft. <sup>7</sup>  | 5 ft. <sup>7</sup>            | 5 ft. <sup>7</sup>            | 5 ft. <sup>7</sup>            | 5 ft.             |
| Minimum Rear Setback <sup>3,5</sup>                |       | 5 ft. <sup>7</sup>  | 5 ft. <sup>7</sup>            | 5 ft. <sup>7</sup>            | 5 ft. <sup>7</sup>            | 5 ft.             |
| Base Height <sup>8</sup>                           |       | 60 ft.              | 60 ft.<br>80 ft. <sup>9</sup> | 60 ft.<br>80 ft. <sup>9</sup> | 60 ft.<br>80 ft. <sup>9</sup> | 35 ft.            |

| STANDARDS                                                       | Z<br>O<br>N<br>E<br>S | R-12 | R-18 | R-24 | R-48 | MHC <sup>12</sup> |
|-----------------------------------------------------------------|-----------------------|------|------|------|------|-------------------|
| Maximum <i>Impervious Surface</i> :<br>Percentage <sup>10</sup> |                       | 85%  | 85%  | 85%  | 90%  | 85%               |
| Minimum Lot Size                                                |                       | --   | --   | --   | --   | --                |

<sup>1</sup> Density calculations apply only to *dwelling units* and not to *sleeping units*. *Sleeping units* are calculated as 1 sleeping unit = ¼ dwelling unit.

\*\*\*

## Chapter 18.22

### NEIGHBORHOOD BUSINESS ZONE

#### 18.22.010 Neighborhood business zone – Use allowances.

The following *uses* listed in Table A are identified as *permitted*, conditionally permitted, or *prohibited uses* in the neighborhood business zone:

**Table A. Neighborhood Business Zone Use Allowances**

| PERMITTED                                                 | CONDITIONALLY PERMITTED                                     | PROHIBITED                                |
|-----------------------------------------------------------|-------------------------------------------------------------|-------------------------------------------|
| <i>Arts, entertainment, indoor</i> <sup>1,2</sup>         | <i>Automotive sales and service, marine</i> <sup>4</sup>    | <i>Adult entertainment business</i>       |
| <i>Business service, standard</i>                         | <i>Automotive sales and service, nonmarine</i> <sup>4</sup> | <i>Air transportation service</i>         |
| <i>Community residential facility</i> <sup>9</sup>        | <i>Manufacturing, light</i>                                 | <i>Ambulatory surgery center</i>          |
| <i>Day care</i>                                           | <i>Recreational facility, indoor</i> <sup>2,22</sup>        | <i>Animal kennel/shelter</i>              |
| <i>Eating and drinking place</i> <sup>2,10,28</sup>       |                                                             | <i>Arts, entertainment, outdoor</i>       |
| <i>Educational service</i> <sup>28</sup>                  |                                                             | <i>Auction house</i>                      |
| <i>Fire or police facility</i> <sup>12</sup>              |                                                             | <i>Business service, intensive</i>        |
| <i>Health care and social assistance</i> <sup>13,14</sup> |                                                             | <i>Cannabis business</i>                  |
| <i>Mobile food service</i> <sup>27</sup>                  |                                                             | <i>Cannabis cooperative</i>               |
| <i>Multiple-family dwelling</i> <sup>15</sup>             |                                                             | <i>Cemetery, columbarium or mausoleum</i> |
| <i>Office</i>                                             |                                                             | <i>College/university</i>                 |

| PERMITTED                                        | CONDITIONALLY PERMITTED | PROHIBITED                            |
|--------------------------------------------------|-------------------------|---------------------------------------|
| <i>Park</i>                                      |                         | <i>Construction and trade</i>         |
| <i>Personal service<sup>28</sup></i>             |                         | <i>Family child-care home</i>         |
| <i>Religious institution</i>                     |                         | <i>Funeral home/crematory</i>         |
| <i>Retail sales<sup>16,28</sup></i>              |                         | <i>Hospital</i>                       |
| <i><u>Single room occupancy<sup>15</sup></u></i> |                         |                                       |
| <i>Supportive living facility<sup>9</sup></i>    |                         | <i>Laboratory</i>                     |
| <i>Temporary lodging<sup>18,19</sup></i>         |                         | <i>Manufactured housing community</i> |
| <i>Vehicle refueling station</i>                 |                         | <i>Manufacturing, heavy</i>           |
|                                                  |                         | <i>Recreational facility, outdoor</i> |
|                                                  |                         | <i>Regional land use</i>              |
|                                                  |                         | <i>Resource land use</i>              |
|                                                  |                         | <i>Retail sales, bulk</i>             |
|                                                  |                         | <i>Secure facility</i>                |
|                                                  |                         | <i>Single detached dwelling unit</i>  |
|                                                  |                         | <i>Standalone parking</i>             |
|                                                  |                         | <i>Transportation</i>                 |
|                                                  |                         | <i>Utility facility</i>               |
|                                                  |                         | <i>Vehicle or equipment rental</i>    |
|                                                  |                         | <i>Warehousing</i>                    |
|                                                  |                         | <i>Wholesale trade</i>                |
|                                                  |                         |                                       |
|                                                  |                         |                                       |

\* \* \*

15. Only as part of a mixed use development subject to the conditions of Chapter 18.50 KMC, except that townhouse developments are permitted subject to KMC 17.20.125, 18.22.020, 18.30.130 and 18.50.050.

\* \* \*

#### **18.22.020 Neighborhood business zone – Development standards.**

The following zone-specific development standards in Table B apply in the neighborhood business zone:

**Table B. Neighborhood Business Zone Development Standards**

|                                                              |                            |                                                                                                                                                              |
|--------------------------------------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              | <b>Z<br/>O<br/>N<br/>E</b> | <b>NEIGHBORHOOD<br/>BUSINESS</b>                                                                                                                             |
| <b>STANDARDS</b>                                             |                            | <b>NB</b>                                                                                                                                                    |
| Base Density: <i>Dwelling Unit/Acre</i> <sup>1</sup>         |                            | 8 du/ac                                                                                                                                                      |
| Maximum Density: <i>Dwelling Unit/Acre</i> <sup>1</sup>      |                            | 24 du/ac <sup>2</sup>                                                                                                                                        |
| Minimum <i>Street Setback</i>                                |                            | 10 ft. <sup>3</sup> ; or 0 ft. for a mixed use <i>building</i> with commercial on the <i>ground floor</i> or for any <i>building</i> with structured parking |
| Minimum Interior <i>Setback</i>                              |                            | 20 ft. <sup>45</sup>                                                                                                                                         |
| Base Height                                                  |                            | 35 ft.<br>45 ft. <sup>57</sup>                                                                                                                               |
| Maximum <i>Impervious Surface</i> : Percentage <sup>69</sup> |                            | 85%                                                                                                                                                          |

<sup>1</sup> ~~Repealed by Ord. 18-0454. Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.~~

<sup>2</sup> This density may only be achieved through *mixed use development* or through the application of residential density incentives or *transfer of density credits*. See Chapter 18.80 KMC.

<sup>3</sup> Gas station pump islands shall be placed no closer than 25 feet to *street* front lines.

<sup>4</sup> ~~Repealed by Ord. 18-0454.~~

<sup>45</sup> Required on property lines adjoining residential zones except when a *townhouse development* is proposed to be located adjacent to property upon which an existing *townhouse development* is located.

<sup>6</sup> ~~Repealed by Ord. 18-0454.~~

<sup>57</sup> This base height is allowed only for *mixed use developments*.

<sup>8</sup> ~~Repealed by Ord. 18-0454.~~

<sup>69</sup> The *impervious surface* area for any *lot* may be increased beyond the total amount permitted in this chapter subject to approval of a *conditional use permit*.

\* \* \*

## Chapter 18.23 COMMUNITY BUSINESS ZONE

\*\*\*

### 18.23.020 Community business zone west subarea – Use allowances.

The following *uses* listed in Table A are identified as *permitted*, conditionally permitted, or *prohibited uses* in the community business zone west subarea:

**Table A. Community Business Zone West Subarea Use Allowances**

| PERMITTED                                                  | CONDITIONALLY PERMITTED        | PROHIBITED                               |
|------------------------------------------------------------|--------------------------------|------------------------------------------|
| Arts, entertainment, indoor <sup>1</sup>                   | Ambulatory surgery center      | Adult entertainment business             |
| Business service, standard                                 | College/university             | Air transportation service               |
| Day care                                                   | Community residential facility | Animal kennel/shelter                    |
| Eating and drinking place <sup>2</sup>                     | Fire or police facility        | Arts, entertainment, outdoor             |
| Educational service <sup>3</sup>                           | Laboratory                     | Auction house                            |
| Family child-care home <sup>4</sup>                        | Recreational facility, indoor  | Automotive sales and service, marine     |
| Health care and social assistance <sup>5</sup>             | Regional land use              | Automotive sales and service, non-marine |
| Multiple-family dwelling                                   | Religious institution          | Business service, intensive              |
| Office                                                     | Supportive living facility     | Cemetery, columbarium, or mausoleum      |
| Park                                                       |                                | Construction and trade                   |
| Personal service <sup>2</sup>                              |                                | Funeral home/crematory                   |
| Retail sales <sup>2,6</sup>                                |                                | Hospital                                 |
|                                                            |                                | Manufactured housing community           |
| Single detached dwelling unit, existing legal <sup>7</sup> |                                | Manufacturing, heavy                     |
| <u>Single room occupancy</u>                               |                                |                                          |
| Standalone parking <sup>10</sup>                           |                                | Manufacturing, light                     |
| Temporary lodging <sup>8</sup>                             |                                | Cannabis business                        |
| Utility facility <sup>9</sup>                              |                                | Cannabis cooperative                     |
|                                                            |                                | Mobile food service                      |
|                                                            |                                | Recreational facility, outdoor           |
|                                                            |                                | Resource land use                        |
|                                                            |                                | Retail sales, bulk                       |
|                                                            |                                | Secure facility                          |

| PERMITTED | CONDITIONALLY PERMITTED | PROHIBITED                         |
|-----------|-------------------------|------------------------------------|
|           |                         | <i>Transportation</i>              |
|           |                         | <i>Vehicle or equipment rental</i> |
|           |                         | <i>Vehicle refueling station</i>   |
|           |                         | <i>Warehousing</i>                 |
|           |                         | <i>Wholesale trade</i>             |

\* \* \*

### 18.23.025 Community business zone Juanita subarea – Use allowances.

The following uses listed in Table A are identified as *permitted*, conditionally permitted, or *prohibited* uses in the community business zone Juanita subarea:

**Table A. Community Business Zone Juanita Subarea Use Allowances**

| PERMITTED                                            | CONDITIONALLY PERMITTED                                     | PROHIBITED                                 |
|------------------------------------------------------|-------------------------------------------------------------|--------------------------------------------|
| <i>Arts, entertainment, indoor<sup>1</sup></i>       | <i>Ambulatory surgery center</i>                            | <i>Adult entertainment business</i>        |
| <i>Business service, standard</i>                    | <i>Automotive sales and service, marine<sup>7</sup></i>     | <i>Air transportation service</i>          |
| <i>Day care</i>                                      | <i>Automotive sales and service, non-marine<sup>7</sup></i> | <i>Animal kennel/shelter</i>               |
| <i>Eating and drinking place<sup>2</sup></i>         | <i>Community residential facility</i>                       | <i>Arts, entertainment, outdoor</i>        |
| <i>Educational service<sup>2</sup></i>               | <i>Fire or police facility</i>                              | <i>Auction house</i>                       |
| <i>Health care and social assistance<sup>3</sup></i> | <i>Laboratory</i>                                           | <i>Business service, intensive</i>         |
| <i>Mobile food service<sup>4</sup></i>               | <i>Manufacturing, light</i>                                 | <i>Cemetery, columbarium, or mausoleum</i> |
| <i>Multiple-family dwelling<sup>5</sup></i>          | <i>Recreational facility, indoor</i>                        | <i>College/university</i>                  |
| <i>Office</i>                                        | <i>Religious institution</i>                                | <i>Construction and trade</i>              |
| <i>Park</i>                                          | <i>Supportive living facility</i>                           | <i>Family child-care home</i>              |
| <i>Personal service<sup>2</sup></i>                  | <i>Vehicle refueling station</i>                            | <i>Funeral home/crematory</i>              |
| <i>Retail sales<sup>2</sup></i>                      |                                                             | <i>Hospital</i>                            |
| <i><u>Single room occupancy<sup>5</sup></u></i>      |                                                             |                                            |
| <i>Standalone parking<sup>8</sup></i>                |                                                             | <i>Manufactured housing community</i>      |
| <i>Temporary lodging<sup>6</sup></i>                 |                                                             | <i>Manufacturing, heavy</i>                |
|                                                      |                                                             | <i>Cannabis business</i>                   |
|                                                      |                                                             | <i>Cannabis cooperative</i>                |
|                                                      |                                                             | <i>Recreational facility, outdoor</i>      |
|                                                      |                                                             | <i>Regional land use</i>                   |

| PERMITTED | CONDITIONALLY PERMITTED | PROHIBITED                           |
|-----------|-------------------------|--------------------------------------|
|           |                         | <i>Resource land use</i>             |
|           |                         | <i>Retail sales, bulk</i>            |
|           |                         | <i>Secure facility</i>               |
|           |                         | <i>Single detached dwelling unit</i> |
|           |                         | <i>Transportation</i>                |
|           |                         | <i>Utility facility</i>              |
|           |                         | <i>Vehicle or equipment rental</i>   |
|           |                         | <i>Warehousing</i>                   |
|           |                         | <i>Wholesale trade</i>               |

\* \* \*

5. Only as part of a mixed use development subject to the conditions of Chapter 18.50 KMC.

\* \* \*

#### 18.23.040 Community business zone – Development standards.

The following zone-specific development standards in Table B apply in the community business zone:

**Table B. Community Business Zone Development Standards**

| STANDARD                                                         | REQUIREMENT                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Base Density: <i>Dwelling Units/Gross Acre</i> <sup>1</sup>      | 24                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Minimum Density: <i>Dwelling Units/Gross Acre</i> <sup>1</sup>   | 18                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Maximum Density: <i>Dwelling Units/Gross Acre</i> : <sup>1</sup> |                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| West Subarea                                                     | 36 for <i>mixed use development</i> .                                                                                                                                                                                                                                                                                                                                                                                                           |
| Juanita Subarea                                                  | 36 if affordable housing is provided as described in Chapter 18.77 KMC.                                                                                                                                                                                                                                                                                                                                                                         |
| Minimum <i>Street Setback</i> <sup>21</sup>                      | 10 feet; or<br>0 feet for a mixed use <i>building</i> with commercial on the <i>ground floor</i> or for any <i>building</i> with structured parking.                                                                                                                                                                                                                                                                                            |
| Minimum Interior <i>Setback</i> <sup>21</sup> :                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| West Subarea                                                     | 0 feet for commercial or <i>mixed use development</i> except for <i>interior lot lines</i> adjoining property zoned R-1 to R-6.<br>5 feet landscaped <i>setback</i> for residential except for <i>interior lot lines</i> adjoining property zoned R-1 to R-6. Native vegetation is encouraged.<br>For all <i>interior lot lines</i> adjoining a property zoned R-1 to R-6 a 15-foot landscaped <i>setback</i> of native vegetation is required. |

| STANDARD                                       | REQUIREMENT                                                                                                         |
|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Juanita Subarea                                | 20 feet <sup>32</sup>                                                                                               |
| Base Height:                                   |                                                                                                                     |
| West Subarea <sup>43</sup>                     | 35 feet                                                                                                             |
| Juanita Subarea                                | 35 feet<br>45 feet <sup>54</sup>                                                                                    |
| Maximum <i>Impervious Surface</i> : Percentage | 90%                                                                                                                 |
| Pedestrian Connections                         | Pedestrian connections are required to be provided in accordance with Chapter 18.52 KMC, Downtown Design Standards. |

<sup>1</sup> *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

<sup>24</sup> Any portion of *development* that occurs underground is exempt from property line *setback* requirements of this section.

<sup>32</sup> Required on property lines adjoining residential zones.

<sup>43</sup> The exceptions to height limits listed in KMC 18.30.060 do not apply to the base height allowed in CB west. Any *development* utilizing the exception to height limits for the CB zone between 61st Avenue NE and 65th Avenue NE shall dedicate 25 percent of the average lot width above 35 feet in height as a view corridor to Lake Washington.

Exceptions to height limitations for the base height in CB west shall be:

- a. Roof *structures* housing or screening elevators, stairways, tanks, ventilating fans or similar equipment required for *building* operations and maintenance may extend up to 10 feet above the 35-foot base height for a maximum of 25 percent of the average lot width.
- b. Fire or parapet walls, skylights, flagpoles, chimneys, smokestacks, church steeples, crosses, spires, utility line towers and poles, and similar *structures* may extend up to three feet above the maximum base height of 35 feet.
- c. Roof details or features that are used to comply with the roof form requirements of KMC 18.52.220 may extend a maximum of 10 feet above the 35-foot base height.

<sup>54</sup> This maximum height is allowed only for *mixed use developments*.

\* \* \*

## Chapter 18.24

### DOWNTOWN RESIDENTIAL ZONE

\* \* \*

#### 18.24.020 Downtown residential zone – Use allowances.

The following uses listed in Table A are identified as *permitted*, conditionally permitted, or *prohibited* uses in the downtown residential zone:

**Table A. Downtown Residential Zone Use Allowances**

| PERMITTED                                                  | CONDITIONALLY PERMITTED                         | PROHIBITED                               |
|------------------------------------------------------------|-------------------------------------------------|------------------------------------------|
| Arts, entertainment, indoor <sup>1</sup>                   | Eating and drinking place <sup>1</sup>          | Adult entertainment business             |
| Auction house, existing <sup>2</sup>                       | Educational service <sup>3</sup>                | Air transportation service               |
| Business service, standard <sup>3</sup>                    | Health care and social assistance <sup>10</sup> | Ambulatory surgery center                |
| Community residential facility                             | Religious institution                           | Animal kennel/shelter                    |
| Day care <sup>4</sup>                                      | Supportive living facility                      | Arts, entertainment, outdoor             |
| Family child-care home <sup>5</sup>                        | Utility facility <sup>11</sup>                  | Automotive sales and service, marine     |
| Manufactured housing community <sup>12</sup>               |                                                 | Automotive sales and service, non-marine |
| Multiple-family dwelling <sup>6</sup>                      |                                                 | Business service, intensive              |
| Office <sup>3</sup>                                        |                                                 | Cemetery, columbarium or mausoleum       |
| Park                                                       |                                                 | College/university                       |
| Personal service <sup>3</sup>                              |                                                 | Construction and trade                   |
| Recreational facility, indoor                              |                                                 | Fire or police facility                  |
| Retail sales <sup>3,7</sup>                                |                                                 | Funeral home/crematory                   |
| Single detached dwelling unit, existing legal <sup>8</sup> |                                                 | Hospital                                 |
| <u>Single room occupancy<sup>6</sup></u>                   |                                                 |                                          |
| Temporary lodging <sup>9</sup>                             |                                                 | Laboratory                               |
|                                                            |                                                 | Manufacturing, heavy                     |
|                                                            |                                                 | Manufacturing, light                     |
|                                                            |                                                 | Marijuana business                       |
|                                                            |                                                 | Marijuana cooperative                    |
|                                                            |                                                 | Mobile food service                      |

| PERMITTED | CONDITIONALLY PERMITTED | PROHIBITED                            |
|-----------|-------------------------|---------------------------------------|
|           |                         | <i>Recreational facility, outdoor</i> |
|           |                         | <i>Regional land use</i>              |
|           |                         | <i>Resource land use</i>              |
|           |                         | <i>Retail sales, bulk</i>             |
|           |                         | <i>Secure facility</i>                |
|           |                         | <i>Standalone parking</i>             |
|           |                         | <i>Transportation</i>                 |
|           |                         | <i>Vehicle or equipment rental</i>    |
|           |                         | <i>Vehicle refueling station</i>      |
|           |                         | <i>Warehousing</i>                    |
|           |                         | <i>Wholesale trade</i>                |

\* \* \*

6. Townhouses are required to have four units minimum in a cluster. ~~Enclosed under building parking is required per Chapter 18.52 KMC, Design Standards.~~

\* \* \*

## Chapter 18.24

### DOWNTOWN RESIDENTIAL ZONE

\* \* \*

#### 18.24.040 Zoning standards.

Specific zone-based development standards for the downtown residential zone in Table B apply to the DR zone as follows:

**Table B. Downtown Residential Development Standards**

| STANDARD                                                                                     | REQUIREMENT                                                                                                                      |
|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Base Density: <i>Dwelling Units/Gross Acre</i> <sup>1</sup>                                  | 48; applies east of 68th Avenue NE                                                                                               |
| Maximum Density: <i>Dwelling Units/Gross Acre with Density Bonus Incentives</i> <sup>1</sup> | 72; density incentives or bonuses not required west of 68th Avenue NE                                                            |
| Minimum Density: <i>Dwelling Units/Net Acre</i> <sup>1</sup>                                 | 18 – <i>Townhouse only development</i><br>18 – 36 – <i>Townhouse/apartment combination development</i><br>36 – <i>Apartments</i> |
| Minimum Lot Width                                                                            | <i>Townhouse</i> – 20 ft.                                                                                                        |

| STANDARD                                          | REQUIREMENT                                                                                                                                      |
|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                   | <i>Apartment</i> – 30 ft.                                                                                                                        |
| Minimum <i>Street Setback</i>                     | Primary <i>structure</i> – 6 ft. min.; 8 ft. min. average<br>Garage, carport, paved parking – 10 ft.                                             |
| Maximum <i>Street Setback</i>                     | West of 68th Avenue NE, the maximum setback is 10 ft.                                                                                            |
| Minimum Interior <i>Setback</i>                   | 5 ft.; otherwise when adjoining property zoned R-I to R-6 zone then 20 ft.                                                                       |
| Maximum Height                                    | East of 68th Avenue NE – 60 ft. or 80 ft. if providing density incentives per Chapter 18.80 KMC<br>West of 68th Avenue NE – 80 ft. <sup>21</sup> |
| Maximum <i>Impervious Surface</i> :<br>Percentage | 90%                                                                                                                                              |
| Pedestrian Connections                            | Pedestrian connections shall be provided in accordance with Chapter 18.52 KMC, Design Standards                                                  |

<sup>1</sup> *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

<sup>21</sup> Through the design review process the *city manager* may require greater upper story setbacks, or mass and bulk reductions, than otherwise stated in KMC 18.52.310 in order to achieve greater compatibility of *development* where DR zoned property abuts property zoned R-1 to R-12. For example, greater upper story setbacks may be required in proportion to the height of *structures* above 60 feet.

\* \* \*

## Chapter 18.24A

### URBAN RESIDENTIAL ZONE

\* \* \*

#### 18.24A.020 Use allowances.

The following uses listed in Table A are identified as permitted, conditionally permitted or prohibited uses in the urban residential zone:

**Table A. Urban Residential Zone Use Allowances**

| PERMITTED                                     | CONDITIONALLY PERMITTED                               | PROHIBITED                          |
|-----------------------------------------------|-------------------------------------------------------|-------------------------------------|
| <i>Day care</i>                               | <i>Arts, entertainment, indoor</i> <sup>1</sup>       | <i>Adult entertainment business</i> |
| <i>Eating and drinking place</i> <sup>1</sup> | <i>Business service, standard</i> <sup>1</sup>        | <i>Air transportation service</i>   |
| <i>Educational service</i> <sup>1</sup>       | <i>Health care and social assistance</i> <sup>1</sup> | <i>Ambulatory surgery center</i>    |

| PERMITTED                                | CONDITIONALLY PERMITTED                    | PROHIBITED                               |
|------------------------------------------|--------------------------------------------|------------------------------------------|
| Mobile food service <sup>2</sup>         | Manufacturing, light <sup>1, 3</sup>       | Animal kennel/shelter                    |
| Multiple-family dwelling <sup>4</sup>    | Park                                       | Arts, entertainment, outdoor             |
| Office <sup>1</sup>                      | Personal service <sup>1</sup>              | Auction house                            |
| <u>Single room occupancy<sup>4</sup></u> | Recreational facility, indoor <sup>1</sup> | Automotive sales and service, marine     |
|                                          | Regional land use                          | Automotive sales and service, non-marine |
|                                          | Retail sales <sup>1, 3</sup>               | Business service, intensive              |
|                                          | Temporary lodging <sup>1</sup>             | Cannabis business                        |
|                                          |                                            | Cannabis cooperative                     |
|                                          |                                            | Cemetery, columbarium or mausoleum       |
|                                          |                                            | College/university                       |
|                                          |                                            | Community residential facility           |
|                                          |                                            | Construction and trade                   |
|                                          |                                            | Family child-care home                   |
|                                          |                                            | Fire or police facility                  |
|                                          |                                            | Funeral home/crematory                   |
|                                          |                                            | Hospital                                 |
|                                          |                                            | Laboratory                               |
|                                          |                                            | Manufactured housing community           |
|                                          |                                            | Manufacturing, heavy                     |
|                                          |                                            | Recreational facility, outdoor           |
|                                          |                                            | Religious institution                    |
|                                          |                                            | Resource land use                        |
|                                          |                                            | Retail sales, bulk                       |
|                                          |                                            | Secure facility                          |
|                                          |                                            | Single detached dwelling unit            |
|                                          |                                            | Standalone parking                       |
|                                          |                                            | Supportive living facility               |
|                                          |                                            | Transportation                           |
|                                          |                                            | Utility facility                         |
|                                          |                                            | Vehicle or equipment rental              |
|                                          |                                            | Vehicle refueling station                |

| PERMITTED | CONDITIONALLY PERMITTED | PROHIBITED             |
|-----------|-------------------------|------------------------|
|           |                         | <i>Warehousing</i>     |
|           |                         | <i>Wholesale trade</i> |

\* \* \*

4. A standalone townhouse development is prohibited.

\* \* \*

#### 18.24A.040 Zoning standards.

The following development standards in Table B apply in the urban residential zone:

**Table B. Urban Residential Zone Development Standards**

| STANDARD                                                       | REQUIREMENT                                                                                                                                                                                                   |
|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Minimum Density: <i>Dwelling Units/Gross Acre</i> <sup>1</sup> | 60                                                                                                                                                                                                            |
| Maximum Density: <i>Dwelling Units/Gross Acre</i> <sup>1</sup> | 150                                                                                                                                                                                                           |
| Maximum Height                                                 | 85' <sup>2,3</sup>                                                                                                                                                                                            |
| Minimum Lot Width                                              | 30' <sup>43</sup>                                                                                                                                                                                             |
| <i>Street Setback</i>                                          | Minimum 10' from SR-522 unless otherwise allowed through Chapter 18.52 KMC, Design Standards;<br>other <i>streets</i> 0'<br>Maximum 10' unless otherwise allowed through Chapter 18.52 KMC, Design Standards. |
| Minimum Side Setback <sup>54</sup>                             | 5'                                                                                                                                                                                                            |
| Minimum Rear Setback <sup>54</sup>                             | 5'                                                                                                                                                                                                            |
| Maximum Impervious Surface                                     | 90%                                                                                                                                                                                                           |

<sup>1</sup> *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

<sup>24</sup> Portions of any property that are within 50 feet of an R-1, R-4, R-6, or MHC zoning district shall have a maximum height of 35 feet within that area to provide a transition in height to the lower intensity uses.

<sup>32</sup> Building heights and orientation for proposals within the great blue heron rookery buffer shall be carefully assessed through the required habitat management plan (see Chapter 18.55 KMC, Articles XIII through XV). In particular, potential impacts related to the flyway and shadowing of nest trees shall be evaluated. The *city manager* may require adjustments to maximum building height and/or building orientation to protect the rookery.

<sup>43</sup> Minimum lot width measurement is described in KMC 18.30.110.

<sup>54</sup> Any proposed development adjacent to an R-1, R-4, R-6, or MHC zoning district shall be required to provide a setback of 15 feet on the side of the property facing that zone. The setback shall be landscaped with Type II landscaping as described in KMC 18.35.045 to provide a visual buffer.

\* \* \*

## Chapter 18.25

### DOWNTOWN COMMERCIAL ZONE

\* \* \*

#### 18.25.020 Downtown commercial zone – Use allowances.

The following uses listed in Table A are identified as *permitted*, conditionally permitted, or *prohibited uses* in the downtown commercial zone:

**Table A. Downtown Commercial Zone Use Allowances**

| PERMITTED                                                                   | CONDITIONALLY PERMITTED               | PROHIBITED                                |
|-----------------------------------------------------------------------------|---------------------------------------|-------------------------------------------|
| <i>Adult entertainment business<sup>1</sup></i>                             | <i>Air transportation service</i>     | <i>Animal kennel/shelter</i>              |
| <i>Arts, entertainment, indoor</i>                                          | <i>Ambulatory surgery center</i>      | <i>Business service, intensive</i>        |
| <i>Arts, entertainment, outdoor<sup>2</sup></i>                             | <i>College/university</i>             | <i>Cemetery, columbarium or mausoleum</i> |
| <i>Auction house, existing<sup>3</sup></i>                                  | <i>Community residential facility</i> | <i>Construction and trade</i>             |
| <i>Automotive sales and service, marine, existing legal<sup>4</sup></i>     | <i>Fire or police facility</i>        | <i>Family child-care home</i>             |
| <i>Automotive sales and service, non-marine, existing legal<sup>4</sup></i> | <i>Hospital</i>                       | <i>Funeral home/crematory</i>             |
| <i>Business service, standard</i>                                           | <i>Laboratory</i>                     | <i>Manufacturing, heavy</i>               |
| <i>Day care</i>                                                             | <i>Religious institution</i>          | <i>Manufacturing, light</i>               |
| <i>Eating and drinking place</i>                                            | <i>Utility facility<sup>16</sup></i>  | <i>Cannabis business</i>                  |
| <i>Educational service<sup>5</sup></i>                                      |                                       | <i>Cannabis cooperative</i>               |
| <i>Health care and social assistance<sup>6,7</sup></i>                      |                                       | <i>Recreational facility, outdoor</i>     |
| <i>Manufactured housing community<sup>17</sup></i>                          |                                       | <i>Resource land use</i>                  |
| <i>Mobile food service<sup>8</sup></i>                                      |                                       | <i>Retail sales, bulk</i>                 |
| <i>Multiple-family dwelling<sup>9</sup></i>                                 |                                       | <i>Secure facility</i>                    |
| <i>Office</i>                                                               |                                       | <i>Single detached dwelling unit</i>      |
| <i>Park</i>                                                                 |                                       | <i>Supportive living facility</i>         |
| <i>Personal service</i>                                                     |                                       | <i>Transportation</i>                     |
| <i>Recreational facility, indoor</i>                                        |                                       | <i>Warehousing</i>                        |

| PERMITTED                                        | CONDITIONALLY PERMITTED | PROHIBITED             |
|--------------------------------------------------|-------------------------|------------------------|
| <i>Regional land use</i> <sup>10</sup>           |                         | <i>Wholesale trade</i> |
| <i>Retail sales</i> <sup>11</sup>                |                         |                        |
| <i>Single room occupancy</i> <sup>9</sup>        |                         |                        |
| <i>Standalone parking</i> <sup>12</sup>          |                         |                        |
| <i>Temporary lodging</i> <sup>13</sup>           |                         |                        |
| <i>Vehicle or equipment rental</i> <sup>14</sup> |                         |                        |
| <i>Vehicle refueling station</i> <sup>15</sup>   |                         |                        |

\* \* \*

9. When located on property fronting on SR-522, 73rd Avenue NE, NE 181st Street west of 68th Avenue NE, 65th Avenue NE, 67th Avenue NE, or 68th Avenue NE, such uses shall be subject to the following conditions:

a. A minimum of 80 percent of a structure's street front facade at street level shall be occupied by nonresidential (e.g., retail, office or service) uses. If the nonresidential and residential uses are located in separate structures, the 80 percent requirement shall apply to the lot's lineal street frontage at street level. Where the lot fronts on two or more streets and abuts a lot which is not zoned commercial, the street front facade requirement shall apply to the structure's facade along the street with the greatest continuous lineal feet of commercially zoned frontage.

b. The required nonresidential use shall extend at least 30 feet in depth at street level from the street front facade of the structure; provided, that the minimum required depth may be averaged, with no depth less than 15 feet.

c. Where a lot fronts on two or more streets and only abuts lots which are zoned commercial, the street front facade requirement shall be calculated by totaling the combined street front facades of the structure containing the required nonresidential use.

\* \* \*

#### 18.25.040 Zoning standards.

The following zone-specific development standards in Table B apply in the downtown commercial zone:

**Table B. Downtown Commercial Development Standards**

| STANDARD                                                                                          | REQUIREMENT                                                                                                                  |
|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| Maximum Density: <i>Dwelling Units/Gross Acre</i> <sup>1</sup>                                    | 150                                                                                                                          |
| Minimum Density: <i>Dwelling Units/Net Acre for Standalone Multifamily Proposals</i> <sup>1</sup> | 60                                                                                                                           |
| <i>Street Setback</i>                                                                             | Minimum 10 ft. from SR-522, unless otherwise allowed through Chapter 18.52 KMC, Design Standards; other <i>streets</i> 0 ft. |

| STANDARD                                       | REQUIREMENT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                | Maximum 10 ft. unless otherwise allowed through Chapter 18.52 KMC, Design Standards<br>The <i>City</i> may authorize intrusions of structural elements into the public right-of-way, including awnings, columns, bay windows, or others, through the design review, site plan review, building permit review, or right-of-way use permit processes, if such intrusions would not impede safe travel by pedestrians, solar access is not significantly diminished, and <i>City</i> liability is limited |
| Minimum Interior <i>Setback</i>                | 0 ft.; except when property adjoins R-1 to R-12 property, then 20 ft.                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Maximum Height                                 | West of 73rd Avenue NE: 65 ft.<br>East of 73rd Avenue NE: 85 ft. <sup>24</sup>                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Maximum <i>Impervious Surface</i> : Percentage | 90%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Pedestrian Connections                         | Pedestrian connections are required to be provided in accordance with Chapter 18.52 KMC, Design Standards                                                                                                                                                                                                                                                                                                                                                                                              |

<sup>1</sup> *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

<sup>24</sup> Building heights and orientation for proposals within the great blue heron rookery buffer shall be carefully assessed through the required habitat management plan (see Chapter 18.55 KMC, Articles XIII through XV). In particular, potential impacts related to the flyway and shadowing of nest trees shall be evaluated. The *city manager* may require adjustments to maximum building height and/or building orientation to protect the rookery.

\* \* \*

## Chapter 18.25A

### URBAN CORRIDOR ZONE

\* \* \*

#### 18.25A.030 Use allowances – Urban corridor west subarea.

The following *uses* listed in Table A are identified as permitted, conditionally permitted, or *prohibited uses* in the urban corridor west subarea:

**Table A. Urban Corridor West Subarea Use Allowances**

| PERMITTED                                        | CONDITIONALLY PERMITTED                           | PROHIBITED                        |
|--------------------------------------------------|---------------------------------------------------|-----------------------------------|
| <i>Adult entertainment business</i> <sup>1</sup> | <i>Arts, entertainment, outdoor</i> <sup>11</sup> | <i>Air transportation service</i> |

| PERMITTED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | CONDITIONALLY PERMITTED                                                                                                                                                | PROHIBITED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ambulatory surgery center<br>Animal kennel/shelter <sup>2</sup><br>Arts, entertainment, indoor<br>Business service, standard<br>Cannabis business<br>Cemetery, columbarium or mausoleum <sup>3</sup><br>Community residential facility<br>Day care<br>Eating and drinking place <sup>4</sup><br>Educational service<br>Funeral home/crematory<br>Health care and social assistance<br>Laboratory <sup>5</sup><br>Manufacturing, light<br>Mobile food service <sup>6</sup><br>Multiple-family dwelling <sup>7</sup><br>Office<br>Park<br>Personal service<br>Recreational facility, indoor <sup>8</sup><br>Religious institution<br>Retail sales <sup>9</sup><br><u>Single room occupancy</u> <sup>7</sup><br>Standalone parking <sup>10</sup><br>Supportive living facility<br>Temporary lodging | College/university<br>Fire or police facility<br>Laboratory <sup>5</sup><br>Recreational facility, indoor <sup>8</sup><br>Recreational facility, outdoor <sup>13</sup> | Auction house<br>Automotive sales and service, marine<br>Automotive sales and service, nonmarine<br>Business service, intensive<br>Cannabis cooperative<br>Construction and trade<br>Family child-care home<br>Hospital<br>Manufactured housing community<br>Manufacturing, heavy<br>Recreational facility, outdoor <sup>13</sup><br>Regional land use<br>Resource land use<br>Retail sales, bulk<br>Secure facility<br>Single detached dwelling unit<br>Transportation<br>Utility facility<br>Vehicle or equipment rental<br>Vehicle refueling station<br>Warehousing<br>Wholesale trade |

\*\*\*

7. North of SR-522, allowed only as part of a mixed use development subject to the conditions of Chapter 18.50 KMC.

\*\*\*

#### 18.25A.040 Use allowances – Urban corridor east subarea.

The following uses listed in Table B are identified as permitted, conditionally permitted, or prohibited uses in the urban corridor east subarea:

**Table B. Urban Corridor East Subarea Use Allowances**

| PERMITTED                                                                                                                                                                                                                                   | CONDITIONALLY PERMITTED                                                                                                                                                   | PROHIBITED                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Adult entertainment business <sup>1</sup><br>Ambulatory surgery center<br>Animal kennel/shelter <sup>2</sup><br>Arts, entertainment, indoor<br>Arts, entertainment, outdoor <sup>3</sup><br>Business service, standard<br>Cannabis business | College/university<br>Fire or police facility<br>Hospital <sup>5</sup><br>Laboratory <sup>7</sup><br>Regional land use <sup>5</sup><br>Retail sales, bulk <sup>5,10</sup> | Air transportation service<br>Arts, entertainment, outdoor <sup>3</sup><br>Auction house<br>Automotive sales and service, marine<br>Automotive sales and service, nonmarine<br>Business service, intensive |

| PERMITTED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | CONDITIONALLY PERMITTED | PROHIBITED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cemetery, columbarium or mausoleum <sup>4</sup><br>Community residential facility <sup>5</sup><br>Day care<br>Eating and drinking place <sup>6</sup><br>Educational service<br>Funeral home/crematory<br>Health care and social assistance<br>Laboratory <sup>7</sup><br>Manufacturing, light<br>Mobile food service <sup>8</sup><br>Multiple-family dwelling <sup>13,14</sup><br>Office<br>Park<br>Personal service<br>Recreational facility, indoor<br>Recreational facility, outdoor <sup>3,9</sup><br>Religious institution<br>Retail sales<br>Retail sales, bulk <sup>5,10</sup><br><u>Single room occupancy</u> <sup>13,14</sup><br>Standalone parking <sup>11</sup><br>Supportive living facility<br>Temporary lodging<br>Vehicle refueling station <sup>12</sup> |                         | Cannabis cooperative<br>Community residential facility <sup>5</sup><br>Construction and trade<br>Family child-care home<br>Hospital <sup>5</sup><br>Manufactured housing community<br>Manufacturing, heavy<br>Recreational facility, outdoor <sup>3</sup><br>Regional land use <sup>5</sup><br>Resource land use<br>Retail sales, bulk <sup>5</sup><br>Secure facility<br>Single detached dwelling unit<br>Standalone parking <sup>11</sup><br>Transportation<br>Utility facility<br>Vehicle or equipment rental<br>Vehicle refueling station <sup>12</sup><br>Warehousing<br>Wholesale trade |

\* \* \*

13 A standalone townhouse development is prohibited.

14 On street frontages, the following conditions apply:

a. A minimum of 80 percent of the structure's street front facade at street level shall be occupied by nonresidential (e.g., retail, office or service) uses.

b. The required nonresidential uses shall extend at least 30 feet in depth at street level from the street front facade of the structure; provided, that the minimum required depth may be averaged, with no depth less than 15 feet.

Exception: These requirements do not apply to multifamily structures containing 100 percent affordable housing units.

Exception: This section, as amended by Ordinance No. 24-0607, shall not apply to certain real properties located within the area of the transit oriented development (TOD) district overlay as identified in KMC [18.29.020](#) and Figure 18.29.020.1, and as further identified by the following tax parcel numbers (TPN): TPN 011410-0889, TPN 011410-0881, TPN 011410-0870, TPN 011410-0885, TPN 011410-0865, TPN 011410-0860, and TPN 011410-0855 (collectively, the "parcels"). This section adopted under Ordinance No. 19-0481 shall apply and remain in full force and effect for these parcels. [Ord. 24-0607 § 2 (Exh. A(XIV)); Ord. 23-0574 § 2 (Exh. A);

Ord. 19-0481 § 2 (Exh. A); Ord. 16-0426 § 5 (Att. C); Ord. 16-0421 § 2 (Att. A); Ord. 14-0391 § 2 (Exh. 1).]

\* \* \*

#### 18.25A.060 Zoning standards.

The following zone-specific development standards in Table C apply in the urban corridor zone:

**Table C. Urban Corridor Zone Development Standards**

| STANDARD                                                                                | REQUIREMENT             |
|-----------------------------------------------------------------------------------------|-------------------------|
| Urban Corridor West Subarea<br>Base Density: <i>Dwelling Units/Acre</i> <sup>1</sup>    | 48 du/ac                |
| Urban Corridor West Subarea<br>Maximum Density: <i>Dwelling Units/Acre</i> <sup>1</sup> | 72 du/ac <sup>21</sup>  |
| Urban Corridor East Subarea<br>Minimum Density: <i>Dwelling Units/Acre</i> <sup>1</sup> | 60 du/ac                |
| Urban Corridor East Subarea<br>Maximum Density: <i>Dwelling Units/Acre</i> <sup>1</sup> | 150 du/ac               |
| Minimum <i>Street Setback</i>                                                           | 10 ft. <sup>32</sup>    |
| Minimum <i>Interior Setback</i>                                                         | 20 ft. <sup>43</sup>    |
| Maximum Height:                                                                         |                         |
| Urban Corridor East Subarea                                                             | 85 ft. <sup>65,76</sup> |
| Urban Corridor West Subarea:                                                            |                         |
| • south of SR-522                                                                       | 35 ft.                  |
| • north of SR-522 west of 63rd Ave. NE                                                  | 35 ft.                  |
| • north of SR-522 east of 63rd Ave. NE                                                  | 35 ft. <sup>54</sup>    |
| Maximum <i>Impervious Surface</i> : Percentage                                          | 90%                     |

<sup>1</sup> *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

<sup>21</sup> This density may only be achieved through the application of residential density incentives or *transfer of density credits* in *mixed use developments*. See Chapter 18.80 KMC.

<sup>32</sup> Gas station pump islands shall be placed no closer than 25 feet to *street front lines*.

<sup>43</sup> Required on property lines adjoining residential zones.

<sup>54</sup> The maximum height on a *site* north of SR-522 east of 63rd Avenue NE may be increased up to a maximum of 55 feet if (1) there is no intervening parcel between the *site* and the NE 181st Street right-of-way, and (2) if the *applicant* can demonstrate, based on ground elevation data, that a topographic change is adequate to protect views of Lake Washington from uphill lots. The measurement shall be taken as follows: a) determine average existing ground elevation along the centerline of the NE 181st Street right-of-way abutting the *site*; b) determine average existing ground elevation along an artificial east-west line 60 feet north of and paralleling the SR-522 right-of-way abutting the *site*; c) subtract the elevation calculated in b) from the elevation calculated in a). If this difference is more than 35 feet, the maximum height for the *site* may be increased to that difference. In no case, however, shall the maximum allowable height exceed 55 feet.

<sup>65</sup> Portions of any property that are within 50 feet of an R-1, R-4, R-6, or MHC zoning district shall have a maximum height of 35 feet within that area to provide a transition in height to the lower intensity uses.

<sup>76</sup> Building heights and orientation for proposals within the great blue heron rookery buffer shall be carefully assessed through the required habitat management plan (see Chapter 18.55 KMC, Articles XIII through XV). In particular, potential impacts related to the flyway and shadowing of nest trees shall be evaluated. The *city manager* may require adjustments to maximum building height and/or building orientation to protect the rookery.

Exception: This section, as amended by Ordinance No. 23-0574, shall not apply to certain real properties located within the area of the transit oriented development (TOD) district overlay as identified in KMC [18.29.020](#) and Figure 18.29.020.1, and as further identified by the following tax parcel numbers (TPN): TPN 011410-0889, TPN 011410-0881, TPN 011410-0870, TPN 011410-0885, TPN 011410-0865, TPN 011410-0860, and TPN 011410-0855 (collectively, the “parcels”). This section adopted under Ordinance No. 16-0428 shall apply and remain in full force and effect for these parcels. [Ord. 23-0574 § 2 (Exh. A); Ord. 16-0428 § 13 (Att. I); Ord. 14-0391 § 2 (Exh. 1).]

\* \* \*

## Chapter 18.25B

### WATERFRONT COMMERCIAL ZONE

\* \* \*

#### **18.25B.020 Use allowances.**

The following *uses* listed in Table A are identified as permitted, conditionally permitted or *prohibited uses* in the waterfront commercial zone:

**Table A. Waterfront Commercial Use Allowances**

| PERMITTED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | CONDITIONALLY PERMITTED                                                                                                                                                          | PROHIBITED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Adult entertainment business<sup>1</sup></i><br><i>Ambulatory surgery center</i><br><i>Animal kennel/shelter<sup>2</sup></i><br><i>Arts, entertainment, indoor</i><br><i>Arts, entertainment, outdoor<sup>3</sup></i><br><i>Automotive sales and service, marine</i><br><i>Business service, standard</i><br><i>Cannabis business</i><br><i>Cemetery, columbarium or mausoleum<sup>4</sup></i><br><i>Community residential facility (CRF)</i><br><i>Day care</i><br><i>Eating and drinking place<sup>5</sup></i><br><i>Educational service</i><br><i>Funeral home/crematory</i><br><i>Health care and social assistance</i><br><i>Laboratory<sup>6</sup></i><br><i>Manufacturing, light</i><br><i>Mobile food service<sup>7</sup></i><br><i>Multiple-family dwelling<sup>8</sup></i><br><i>Office</i><br><i>Park</i><br><i>Personal service</i><br><i>Recreational facility, indoor</i><br><i>Recreational facility, outdoor<sup>3,9</sup></i><br><i>Religious institution</i><br><i>Retail sales</i><br><u><i>Single room occupancy<sup>8</sup></i></u><br><i>Standalone parking<sup>10</sup></i><br><i>Supportive living facility</i><br><i>Temporary lodging</i> | <i>Air transportation service</i><br><i>College/university</i><br><i>Fire or police facility</i><br><i>Hospital</i><br><i>Laboratory<sup>6</sup></i><br><i>Regional land use</i> | <i>Auction house</i><br><i>Automotive sales and service, nonmarine</i><br><i>Business service, intensive</i><br><i>Cannabis cooperative</i><br><i>Construction and trade</i><br><i>Family child-care home</i><br><i>Manufactured housing community</i><br><i>Manufacturing, heavy</i><br><i>Resource land use</i><br><i>Retail sales, bulk</i><br><i>Secure facility</i><br><i>Single detached dwelling unit</i><br><i>Utility facility</i><br><i>Warehousing</i><br><i>Wholesale trade</i> |
| <i>Transportation<sup>11</sup></i><br><i>Vehicle or equipment rental<sup>12</sup></i><br><i>Vehicle refueling station</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

\* \* \*

8 Allowed only as part of a mixed use development subject to the conditions of Chapter 18.50 KMC.

\* \* \*

#### **18.25B.040 Zoning standards.**

The following zone-specific development standards in Table B apply in the waterfront commercial zone:

**Table B. Waterfront Commercial Development Standards**

| STANDARD                                                          | REQUIREMENT            |
|-------------------------------------------------------------------|------------------------|
| Base Density:<br><i>Dwelling Units/Gross Acre</i> <sup>1</sup>    | 48                     |
| Maximum Density:<br><i>Dwelling Units/Gross Acre</i> <sup>1</sup> | 72 du/ac <sup>21</sup> |
| <i>Street Setback</i>                                             | 10 ft. <sup>32</sup>   |
| Minimum Interior<br><i>Setback</i>                                | 20 ft. <sup>43</sup>   |
| Maximum Height                                                    | 40 ft.                 |
| Maximum<br><i>Impervious Surface:</i><br>Percentage               | 90%                    |

<sup>1</sup> *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

<sup>21</sup> This density may only be achieved through the application of residential density incentives or *transfer of density credits in mixed use developments*. See Chapter 18.80 KMC.

<sup>32</sup> Fuel pump islands shall be placed no closer than 25 feet to *street front lines*.

<sup>43</sup> Required on property lines adjoining residential zones.

\* \* \*

## Chapter 18.26

### REGIONAL BUSINESS ZONE

\* \* \*

#### 18.26.030 Use allowances – Regional business north subarea.

The following *uses* listed in Table A are identified as permitted, conditionally permitted, or *prohibited uses* in the regional business north subarea:

**Table A. Regional Business North Subarea Use Allowances**

| PERMITTED                                                                                                                                                                                                      | CONDITIONALLY PERMITTED                                                                                                                                                   | PROHIBITED                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Adult entertainment business</i> <sup>1</sup><br><i>Ambulatory surgery center</i><br><i>Animal kennel/shelter</i> <sup>2</sup><br><i>Arts, entertainment, indoor</i><br><i>Arts, entertainment, outdoor</i> | <i>College/university</i><br><i>Laboratory</i> <sup>6</sup><br><i>Recreational facility, outdoor</i> <sup>13</sup><br><i>Regional land use</i><br><i>Utility facility</i> | <i>Air transportation service</i><br><i>Auction house</i><br><i>Automotive sales and service, nonmarine</i> <sup>4</sup><br><i>Business service, intensive</i> |

| PERMITTED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CONDITIONALLY PERMITTED | PROHIBITED                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Automotive sales and service, marine <sup>3</sup><br>Automotive sales and service, nonmarine <sup>4</sup><br>Business service, standard<br>Cannabis business<br>Community residential facility<br>Construction and trade<br>Day care<br>Eating and drinking place <sup>5</sup><br>Educational service<br>Fire or police facility<br>Health care and social assistance<br>Laboratory <sup>6</sup><br>Manufacturing, light<br>Mobile food service <sup>7</sup><br>Multiple-family dwelling <sup>8</sup><br>Office<br>Park<br>Personal service<br>Recreational facility, indoor<br>Religious institution<br>Retail sales<br>Single room occupancy <sup>8</sup><br>Standalone parking <sup>9</sup><br>Supportive living facility<br>Temporary lodging<br>Transportation <sup>10</sup><br>Vehicle or equipment rental <sup>11</sup><br>Wholesale trade |                         | Cannabis cooperative<br>Cemetery, columbarium or mausoleum<br>Family child-care home<br>Funeral home/crematory<br>Hospital<br>Manufactured housing community<br>Manufacturing, heavy<br>Resource land use<br>Retail sales, bulk<br>Secure facility<br>Single detached dwelling unit<br>Vehicle or equipment rental <sup>11</sup><br>Vehicle refueling station<br>Warehousing |

\*\*\*

8 Allowed only as part of a mixed use development subject to the conditions of Chapter 18.50 KMC.

\*\*\*

#### 18.26.040 Use allowances – Regional business east subarea.

The following uses listed in Table B are identified as *permitted*, conditionally permitted, or *prohibited* uses in the regional business east subarea:

**Table B. Regional Business East Subarea Use Allowances**

| PERMITTED                                                                                                    | CONDITIONALLY PERMITTED                                   | PROHIBITED                                                                         |
|--------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|------------------------------------------------------------------------------------|
| Adult entertainment business <sup>1</sup><br>Ambulatory surgery center<br>Animal kennel/shelter <sup>2</sup> | College/university<br>Hospital<br>Laboratory <sup>8</sup> | Air transportation service<br>Automotive sales and service, nonmarine <sup>5</sup> |

| PERMITTED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | CONDITIONALLY PERMITTED                                                | PROHIBITED                                                                                                                                                                                                                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Arts, entertainment, indoor<br>Arts, entertainment, outdoor <sup>3</sup><br>Auction house <sup>4</sup><br>Automotive sales and service, marine<br>Automotive sales and service, nonmarine <sup>5</sup><br>Business service, standard<br>Cannabis business<br>Cemetery, columbarium or mausoleum <sup>6</sup><br>Community residential facility<br>Construction and trade<br>Day care<br>Eating and drinking place <sup>7</sup><br>Educational service<br>Fire or police facility<br>Funeral home/crematory<br>Health care and social assistance<br>Laboratory <sup>8</sup><br>Manufacturing, light<br>Mobile food service <sup>9</sup><br>Multiple-family dwelling <sup>10</sup><br>Office<br>Park<br>Personal service<br>Recreational facility, indoor<br>Recreational facility, outdoor <sup>3,11</sup><br>Religious institution<br>Retail sales <sup>12</sup><br><u>Single room occupancy</u> <sup>10</sup><br>Standalone parking <sup>13</sup><br>Supportive living facility<br>Temporary lodging<br>Transportation <sup>14</sup><br>Vehicle or equipment rental<br>Warehousing <sup>15</sup><br>Wholesale trade | Regional land use<br>Secure facility <sup>17</sup><br>Utility facility | Business service, intensive<br>Cannabis cooperative<br>Family child-care home<br>Manufactured housing community<br>Manufacturing, heavy<br>Resource land use<br>Retail sales, bulk<br>Single detached dwelling unit<br>Vehicle refueling station |

\*\*\*

10 Allowed only as part of a mixed use development subject to the conditions of Chapter 18.50 KMC.

\*\*\*

#### 18.26.050 Use allowances – Regional business west subarea.

The following uses listed in Table C are identified as permitted, conditionally permitted, or prohibited uses in the regional business west subarea:

**Table C. Regional Business West Subarea Use Allowances**

| <b>PERMITTED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>CONDITIONALLY PERMITTED</b>                                                                                        | <b>PROHIBITED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Adult entertainment business<sup>1</sup></i><br><i>Ambulatory surgery center</i><br><i>Arts, entertainment, indoor</i><br><i>Arts, entertainment, outdoor</i><br><i>Automotive sales and service, marine<sup>2</sup></i><br><i>Business service, standard</i><br><i>Cannabis business</i><br><i>Community residential facility</i><br><i>Day care</i><br><i>Eating and drinking place<sup>3</sup></i><br><i>Educational service</i><br><i>Fire or police facility</i><br><i>Health care and social assistance</i><br><i>Laboratory<sup>4</sup></i><br><i>Mobile food service<sup>5</sup></i><br><i>Multiple-family dwelling<sup>6</sup></i><br><i>Office</i> | <i>College/university</i><br><i>Laboratory<sup>4</sup></i><br><i>Manufacturing, light</i><br><i>Regional land use</i> | <i>Air transportation service</i><br><i>Animal kennel/shelter</i><br><i>Auction house</i><br><i>Automotive sales and service, nonmarine</i><br><i>Business service, intensive</i><br><i>Cannabis cooperative</i><br><i>Cemetery, columbarium or mausoleum</i><br><i>Construction and trade</i><br><i>Family child-care home</i><br><i>Funeral home/crematory</i><br><i>Hospital</i><br><i>Manufactured housing community</i><br><i>Manufacturing, heavy</i><br><i>Resource land use</i><br><i>Retail sales, bulk</i><br><i>Secure facility</i> |
| <i>Park</i><br><i>Personal service</i><br><i>Recreational facility, indoor</i><br><i>Recreational facility, outdoor<sup>7</sup></i><br><i>Religious institution</i><br><i>Retail sales<sup>8</sup></i><br><u><i>Single room occupancy<sup>6</sup></i></u><br><i>Standalone parking<sup>9</sup></i><br><i>Supportive living facility</i><br><i>Temporary lodging</i><br><i>Transportation<sup>10</sup></i><br><i>Vehicle or equipment rental<sup>11</sup></i><br><i>Vehicle refueling station<sup>12</sup></i>                                                                                                                                                   |                                                                                                                       | <i>Single detached dwelling unit</i><br><i>Utility facility</i><br><i>Warehousing</i><br><i>Wholesale trade</i>                                                                                                                                                                                                                                                                                                                                                                                                                                |

\* \* \*

6 Allowed only as part of a mixed use development subject to the conditions of Chapter 18.50 KMC.

\* \* \*

#### **18.26.070 Zoning standards.**

The following zone-specific development standards in Table D apply in the regional business zone:

**Table D. Regional Business Zone Development Standards**

| STANDARD                                                    | REQUIREMENT            |
|-------------------------------------------------------------|------------------------|
| Base Density:<br><i>Dwelling Units/Acre</i> <sup>1</sup>    | 48 du/ac               |
| Maximum Density:<br><i>Dwelling Units/Acre</i> <sup>1</sup> | 72 du/ac <sup>2+</sup> |
| Minimum Street<br>Setback                                   | 10 ft. <sup>32</sup>   |
| Minimum Interior<br>Setback                                 | 20 ft. <sup>43</sup>   |
| Maximum Height                                              | 55 ft.                 |
| Maximum<br><i>Impervious Surface</i> :<br>Percentage        | 90%                    |

<sup>1</sup> *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

<sup>2+</sup> This density may only be achieved through the application of residential density incentives or *transfer of density credits in mixed use developments*. See Chapter 18.80 KMC.

<sup>32</sup> Gas station pump islands shall be placed no closer than 25 feet to *street front lines*.

<sup>43</sup> Required on property lines adjoining residential zones.

\*\*\*

## Chapter 18.27

### PUBLIC AND SEMI-PUBLIC ZONE

\*\*\*

#### 18.27.020 Public and semi-public zone – Use allowances.

A. The following *uses* listed in Table A are identified as *permitted*, conditionally permitted, or *prohibited uses* in the public and semi-public zone:

**Table A. Public and Semi-Public Zone Use Allowances**

| PERMITTED                                        | CONDITIONALLY PERMITTED                    | PROHIBITED                            |
|--------------------------------------------------|--------------------------------------------|---------------------------------------|
| <i>Arts, entertainment, indoor</i>               | <i>College/university</i>                  | <i>Cannabis business</i>              |
| <i>Arts, entertainment, outdoor</i> <sup>1</sup> | <i>Construction and trade</i> <sup>4</sup> | <i>Cannabis cooperative</i>           |
| <i>Educational service</i>                       |                                            | <i>Regional land use</i> <sup>5</sup> |
| <i>Fire or police facility</i>                   |                                            | <i>Secure facility</i>                |

| PERMITTED                               | CONDITIONALLY PERMITTED | PROHIBITED |
|-----------------------------------------|-------------------------|------------|
| Multiple-family dwelling <sup>6,7</sup> |                         |            |
| Office <sup>2</sup>                     |                         |            |
| Park                                    |                         |            |
| Recreational facility, indoor           |                         |            |
| Recreational facility, outdoor          |                         |            |
| Single room occupancy <sup>6,7</sup>    |                         |            |
| Standalone parking <sup>3</sup>         |                         |            |
| Utility facility                        |                         |            |
|                                         |                         |            |
|                                         |                         |            |

\*\*\*

6. Limited to: (a) developments sponsored by a *public agency* on properties abutting SR-522 containing at least 25 percent *very-low or low-income affordable housing units*; or (b) developments on surplus *public agency* property. Developments containing *very-low or low-income affordable housing units* shall meet the standards of Chapter 18.77 KMC.

7. A standalone townhouse development is prohibited on properties abutting SR-522.

B. Classified land *uses* not listed or prohibited in Table A may be allowed through completion of a site plan review process pursuant to KMC [18.27.060](#) and Chapter [18.105](#) KMC.

C. *Uses Established by Master Plan*. Adopted *master plans* that specify *uses* include the following:

1. Bastyr University Master Plan, December 2009, approved by *City Ordinance* 09-0304. [Ord. 24-0607 § 2 (Exh. A(XIX)); Ord. 23-0574 § 2 (Exh. A); Ord. 17-0438 § 2 (Att. A); Ord. 16-0426 § 5 (Att. C); Ord. 16-0421 § 2 (Att. A); Ord. 14-0384 § 5; Ord. 11-0329 § 3 (Exh. 1).]

\*\*\*

#### **18.27.040 Public and semi-public zone – Development standards.**

A. Specific zone-based development standards for the public and semi-public zone in Table B shall apply to the public and semi-public zone as follows:

**Table B. Public and Semi-Public Zone Development Standards**

| Standard                                                       | Requirement                            |
|----------------------------------------------------------------|----------------------------------------|
| Maximum Density: <i>Dwelling Units/Gross Acre</i> <sup>1</sup> | 150 <sup>24</sup>                      |
| Minimum Lot Size                                               | 4,500 sq. ft. <sup>32</sup>            |
| Minimum Lot Width                                              | 35 ft.                                 |
| Minimum <i>Street Setback</i>                                  | 0 ft., 10 ft., or 20 ft. <sup>43</sup> |

| Standard                               | Requirement                           |
|----------------------------------------|---------------------------------------|
| Minimum Interior Setback               | 0 ft., 5 ft., or 20 ft. <sup>43</sup> |
| Base Height                            | 35 ft. <sup>54,65</sup>               |
| Maximum Impervious Surface: Percentage | 70%, 90% <sup>76</sup>                |

<sup>1</sup> *Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.*

<sup>24</sup> Maximum density allowed only for development projects abutting SR-522 and containing at least 25 percent *very low-income* or *low-income affordable housing units*. Permitted densities for other housing projects shall be consistent with permitted residential densities in adjoining zoning districts.

<sup>32</sup> The minimum lot size may be reduced if the *city manager* determines *use* on the site is compatible with adjoining property, does not impair *development* of adjoining property and does not adversely affect the public health, safety or welfare.

<sup>43</sup> a. *Street setbacks*: the minimum *street setback* for nonresidential or *mixed use development* varies depending on the adjacent zoning:

(1) Zero feet if adjacent zoning is downtown commercial or downtown residential.

(2) Twenty feet if adjacent zoning is R-1 to R-6.

(3) Ten feet in all other cases.

b. *Interior setbacks* for nonresidential or *mixed use development*: zero feet if adjacent zoning is downtown commercial or downtown residential; 20 feet if adjacent zoning is R-1 to R-6; five feet in all other cases.

c. *Setbacks* for residential development shall match those of the adjoining zoning district.

<sup>54</sup> Height limits may be increased when portions of the *building* which exceed the base height limit provide one additional foot of *street* and *interior setback* for each foot above the base height limit, provided the maximum height does not exceed 75 feet. Properties abutting downtown commercial or downtown residential zones or regional business zones may achieve the heights allowed by those abutting zones if meeting conditions for the maximum height as expressed in those abutting zones.

<sup>65</sup> Building heights and orientation for proposals within the great blue heron rookery buffer shall be carefully assessed through the required habitat management plan (see Chapter 18.55 KMC, Articles XIII through XV). In particular, potential impacts related to the flyway and shadowing of nest trees shall be evaluated. The *city manager* may require adjustments to maximum building height and/or building orientation to protect the rookery.

<sup>76</sup> a. Ninety percent if abutting properties are zoned downtown commercial or downtown residential or regional business. Seventy percent in all other cases.

b. Measures to reduce *impervious surfaces* and to promote *low impact development* shall be employed unless infeasible, consistent with adopted Kenmore stormwater management standards.

B. Standards may be varied through a *variance* process pursuant to Chapter [19.25](#) KMC and KMC [18.115.030](#), or through the site plan review process in KMC [18.27.060](#). [Ord. 23-0574 § 2 (Exh. A); Ord. 16-0428 § 13 (Att. I); Ord. 11-0329 § 3 (Exh. 1).]

\* \* \*

## Chapter 18.29

### TRANSIT ORIENTED DEVELOPMENT (TOD) DISTRICT OVERLAY

\* \* \*

#### 18.29.040 Use allowances.

The following uses listed in Table A are identified as *permitted*, conditionally permitted or *prohibited uses* for properties electing to develop under provisions of the TOD district overlay.

All uses not specifically listed in this section shall be prohibited.

**Table A – TOD District Overlay  
Use Allowances**

| Permitted                                        | Conditionally Permitted                | Prohibited                           |
|--------------------------------------------------|----------------------------------------|--------------------------------------|
| Arts, entertainment, indoor <sup>1,3</sup>       | Ambulatory surgery center <sup>2</sup> | Adult entertainment business         |
| Business service, standard <sup>1,3</sup>        | Animal kennel/shelter <sup>2,5</sup>   | Air transportation service           |
| Day care                                         | College/university <sup>2</sup>        | Arts, entertainment, outdoor         |
| Eating and drinking place <sup>1</sup>           | Fire or police facility <sup>2</sup>   | Auction house                        |
| Educational service <sup>1</sup>                 | Laboratory <sup>2</sup>                | Automotive sales and service, marine |
| Health care and social assistance <sup>1,3</sup> | Park                                   | Automotive sales and                 |

| Permitted                                    | Conditionally Permitted                 | Prohibited                         |
|----------------------------------------------|-----------------------------------------|------------------------------------|
|                                              |                                         | service, nonmarine                 |
| Manufacturing, light <sup>1,3,5</sup>        | Regional land use                       | Business service, intensive        |
| Mobile food service <sup>4</sup>             | Religious institution <sup>2</sup>      | Cemetery, columbarium or mausoleum |
| Multiple-family dwelling <sup>6</sup>        | Supportive living facility <sup>2</sup> | Community residential facility     |
| Office <sup>1</sup>                          |                                         | Construction and trade             |
| Personal service <sup>1,3</sup>              |                                         | Family child-care home             |
| Recreational facility, indoor <sup>1,3</sup> |                                         | Funeral home/crematory             |
| Retail sales <sup>1,3,5</sup>                |                                         | Hospital                           |
| <u>Single room occupancy<sup>6</sup></u>     |                                         | Manufactured housing community     |
| Temporary lodging <sup>1,3</sup>             |                                         | Manufacturing, heavy               |
|                                              |                                         | Cannabis business                  |
|                                              |                                         | Recreational facility, outdoor     |
|                                              |                                         | Resource land use                  |
|                                              |                                         | Retail sales, bulk                 |
|                                              |                                         | Secure facility                    |
|                                              |                                         | Single detached dwelling unit      |
|                                              |                                         | Standalone parking                 |
|                                              |                                         | Transportation                     |

| Permitted | Conditionally Permitted | Prohibited                  |
|-----------|-------------------------|-----------------------------|
|           |                         | Utility facility            |
|           |                         | Vehicle or equipment rental |
|           |                         | Vehicle refueling station   |
|           |                         | Warehousing                 |
|           |                         | Wholesale trade             |

\* \* \*

<sup>6</sup> Townhouse development shall be prohibited.

#### 18.29.050 Zoning standards.

The following development standards in Table B apply to properties electing to develop under provisions of the TOD district overlay:

**Table B – TOD Overlay District Development Standards**

| STANDARD                                                      | REQUIREMENT       |
|---------------------------------------------------------------|-------------------|
| Minimum Density:<br>Dwelling Units/Gross<br>Acre <sup>1</sup> | 60 <sup>21</sup>  |
| Maximum Density:<br>Dwelling Units/Gross<br>Acre <sup>1</sup> | 150 <sup>21</sup> |
| Maximum Height                                                | 65' <sup>32</sup> |

<sup>1</sup> Sleeping units are calculated as 1 sleeping unit = ¼ dwelling unit.

<sup>21</sup> Portions of any property developing under the TOD district overlay regulations with an underlying zoning of R-1 shall cluster development away from critical areas or corridors such as urban separators or the wildlife habitat network to the extent possible and the open space shall be placed in a separate tract that includes at least 50 percent of the site. The open space tract shall be permanent and meet the provisions of KMC 17.20.130(B).

<sup>32</sup> Portions of any property developing under the TOD district overlay regulations that are within 50 feet of a single-family zone (R-1, R-4, R-6) shall have a maximum height of 35 feet within that area to provide a transition in height to the lower intensity uses.

\* \* \*

### **18.29.070 Parking.**

Parking in the TOD district overlay should be sufficient to support local businesses and residential development, while at the same time promoting transit ridership, walkable streets, and efficient use of land. Proposed development choosing to develop under the TOD district overlay shall provide parking as follows:

A. Minimum parking requirements for nonresidential uses may be reduced to 75 percent of the minimum requirement computed according to the provisions of KMC 18.40.030.

B. Minimum residential parking shall be supplied at the ratios provided in KMC 18.40.055:

1. Market-rate dwelling unit, exception as follows:

a. Pioneer Project Incentive. For purposes of this section, a pioneer project consists of the first 100 bonus housing units provided in the city under the TOD district overlay regulations. The first 100 bonus housing units in a pioneer project(s) may elect to provide parking spaces for market rate bonus units at 0.6 parking spaces per dwelling unit.

2. Except as otherwise provided in KMC 18.40.055, one additional parking space per every five market rate dwelling units shall be provided and designated as guest parking for use by all guests.

3. For single room occupancy housing, no minimum parking is required for developments within one-half mile walking distance of a major transit stop (any TOD parcel).

C. The following factors shall count towards minimum parking standards for residential and nonresidential development:

1. On-street parking immediately adjoining a property proposed for development or provided as part of the proposed development may be counted toward the minimum parking requirement.

2. Minimum on-site parking may be reduced further by provisions of KMC 18.40.090(B) for properties within the TOD district overlay that meet the requirements of KMC 18.40.090(B) for accessibility to high frequency transit service.

3. Shared parking among uses is encouraged within the TOD district overlay. Developments that propose shared parking arrangements shall submit a parking management plan as defined in KMC 18.20.1995 that describes the terms and conditions of shared parking arrangements on site.

D. Parking Provided in Excess of Minimum. Provision of parking in excess of the minimum parking requirements outlined in subsections A and B of this section shall require the excess parking be included in a structured parking garage, or under building and screened from the street frontage, unless the additional parking is associated with a phased, mixed use development, is interim in nature, and is temporarily located on land reserved for future phases not yet built.

E. Maximum parking within the TOD district overlay shall not exceed the minimum requirement calculated under the provisions of KMC 18.40.030.

1. Applicants may be allowed to exceed the maximum parking if the applicant can produce a parking study that demonstrates probable on-site parking needs that are significantly

higher than similar uses. This traffic study shall be subject to review by the city manager before approval for additional parking is granted. All parking granted in excess of the maximum shall be provided in a structured parking garage or under building and screened from the street frontage.

F. All other parking requirements shall be as provided in Chapter 18.40 KMC. [Ord. 24-0609 § 1 (Exh. A); Ord. 22-0543 § 3(C) (Exh. A); Ord. 16-0428 § 13 (Att. I); Ord. 15-0406 § 1 (Att. A).]

\* \* \*

## **18.29.100 Significant tree grove retention.**

### **A. Definitions.**

1. Significant Tree Grove Definition. A "significant tree grove" shall consist of two or more trees with a minimum of five and one-half tree units total. A qualifying tree has two tree units minimum. The maximum distance measured in feet between qualifying trees shall be equal to two times the critical root zone in order to be defined as a significant tree grove. For example a 24-inch d.b.h. tree must be within 24 feet of another tree in the grove to be included in the significant tree grove. A tree of any size that is topped or considered a "hazard tree" as defined in KMC 18.20.3084 may not qualify as part of a significant tree grove as herein defined. For purposes of this chapter, a significant tree grove may not contain trees that are located within a critical area or critical area buffer protected under Chapter 18.55 KMC. A significant tree grove is not the same as a "grove," as defined in KMC 18.20.1273.

2. Tree Units. See KMC 18.57.060(B) for translation of diameter at breast height (d.b.h.) to tree units.

### **B. Applicability.**

1. If the underlying zone within the TOD district overlay requires tree retention as provided in Chapter 18.57 KMC, then the provisions of Chapter 18.57 KMC shall be retained. If Chapter 18.57 KMC exempts a property from tree retention then it shall remain exempt.

2. Development proposals within the boundaries of the TOD district overlay that elect to develop under the provisions of this chapter shall be eligible to benefit from ~~providing less parking or more dwelling units or any combination of the two~~ if the development retains one or more significant tree grove(s) as defined in this section in perpetuity. ~~A development may be able to benefit from both reduced parking and additional dwelling units by preserving a significant tree grove so long as the same tree credits are not counted towards both reductions in parking and additional bonus dwellings.~~ Trees or groves retained through the provisions of Chapter 18.57 KMC may count towards the significant tree grove retention if they meet the definitions found in subsection A of this section.

3. Tree on Property Line. In instances where one or more trees that would qualify as part of a significant tree grove is located on a property line such that the tree is on more than one property, and the properties are in separate ownerships, the tree shall qualify to be counted as part of a separate tree grove by each property owner.

C. Tree Retention – Residential Land Uses. Where compliance with both parking requirements and tree retention requirements would make a proposed residential development or redevelopment infeasible, there is no minimum parking requirement in order to meet minimum tree retention requirements. Reduced Parking. In order to retain qualifying significant tree

~~groves, required parking may be reduced at the maximum rate of one stall per each five and one-half tree units. Parking quantities may be reduced up to a maximum of 20 percent from the parking requirement after other reductions are applied, if any.~~

D. Residential Bonus Units. In order to retain qualifying significant tree groves, residential units are offered at the rate of one bonus unit per each 11 tree units preserved. Grove bonus units are not included in maximum unit density calculations. Grove bonus units are not subject to the affordability requirements of KMC 18.29.060.

E. Significant Tree Grove Preservation Requirements.

1. Tree Protection Plan Required. A tree protection plan as identified in KMC 18.57.050 shall be required for any development application proposing to protect one or more significant tree groves through this section.

2. Recorded on Title. The map of significant tree groves preserved through this section, along with a covenant preventing removal, shall be recorded and shown on the property title.

3. Subject to Tree Protection Measures of Chapter 18.57 KMC. Significant tree groves protected under this section shall be subject to the tree protection measures during construction found in KMC 18.57.090, the post-construction replacement, financial guarantee, and maintenance requirements of KMC 18.57.100, and the penalties and enforcement of KMC 18.57.110. [Ord. 22-0543 § 3(C) (Exh. A); Ord. 15-0406 § 1 (Att. A).]

## Chapter 18.30

### DEVELOPMENT STANDARDS - GENERAL

\* \* \*

#### **18.30.020 Density calculations – Allowable dwelling units, lots or floor area.**

Permitted number of *dwelling units* or *lots* or floor area shall be determined as follows:

A. The allowed number of *dwelling units* or *lots* (base density) shall be computed by multiplying the *site area* by the applicable residential base density number;

B. The maximum density (unit or *lot*) limits shall be computed by adding the bonus or transfer units authorized by Chapter 18.80 KMC to the base units computed under subsection A of this section;

C. The allowed floor area shall be computed by applying the *floor area ratio* to the project *site area*; and

D. Except for short subdivisions of four or fewer *lots*, when density calculations result in a fraction, the fraction shall be rounded to the nearest whole number as follows:

1. Fractions of 0.50 or above shall be rounded up; and

2. Fractions below 0.50 shall be rounded down.

E. When density calculations result in a fraction, the permitted number of *lots* derived from short subdivisions of four or fewer *lots* shall be rounded as follows:

1. For a short subdivision resulting in less than two *lots* (base density) as described in subsection A of this section, fractions of 0.85 shall be rounded up to the nearest whole number and fractions below 0.85 shall be rounded down.
2. For a short subdivision resulting in more than two but less than three *lots* (base density) as described in subsection A of this section, fractions of 0.75 shall be rounded up to the nearest whole number and fractions below 0.75 shall be rounded down.
3. For a short subdivision resulting in more than three *lots* but less than four *lots* (base density) as described in subsection A of this section, fractions of 0.60 shall be rounded up to the nearest whole number and fractions below 0.60 shall be rounded down. [Ord. 11-0329 § 3 (Exh. 1).]

F. *Sleeping units shall be calculated as 1 sleeping unit = ¼ dwelling unit.*

\*\*\*

## Chapter 18.40

### DEVELOPMENT STANDARDS – PARKING AND CIRCULATION

\*\*\*

#### 18.40.030 Computation of required off-street parking spaces.

A. Except as modified in KMC 18.40.035, 18.40.040, 18.40.050, 18.40.055 or 18.40.090, off-street parking areas shall contain at a minimum the number of *parking spaces* as stipulated in the following table. Off-street parking ratios expressed as number of spaces per square feet means the usable or net square footage of floor area, exclusive of nonpublic areas. Nonpublic areas include but are not limited to building maintenance areas, storage areas, closets, restrooms and exterior walls. If the formula for determining the number of off-street *parking spaces* results in a fraction, the number of off-street *parking spaces* shall be rounded to the nearest whole number with fractions of 0.50 or greater rounding up and fractions below 0.50 rounding down.

| LAND USE                             | MINIMUM PARKING SPACES<br>REQUIRED<br>Citywide, Except in Downtown<br>Commercial and Downtown<br>Residential Zones West of 68th<br>Avenue NE | MINIMUM PARKING<br>SPACES REQUIRED<br>Downtown Commercial and<br>Downtown Residential<br>Zones West of 68th Avenue<br>NE |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <b>RESIDENTIAL<sup>1</sup>:</b>      |                                                                                                                                              |                                                                                                                          |
| <i>Single detached dwelling unit</i> | 2.0 per <i>dwelling unit</i>                                                                                                                 | 2.0 per <i>dwelling unit</i> ; <del>tandem stalls permitted</del>                                                        |
| <i>Townhouse</i>                     | 2.0 per <i>dwelling unit</i>                                                                                                                 | 1.5 per <i>dwelling unit</i> ; <del>tandem stalls permitted</del>                                                        |

| LAND USE                                                                | MINIMUM PARKING SPACES<br>REQUIRED<br>Citywide, Except in Downtown<br>Commercial and Downtown<br>Residential Zones West of 68th<br>Avenue NE                                                                                   | MINIMUM PARKING<br>SPACES REQUIRED<br>Downtown Commercial and<br>Downtown Residential<br>Zones West of 68th Avenue<br>NE |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| Guest parking                                                           | 1 space for every 5 units                                                                                                                                                                                                      | 1 space for every 5 units                                                                                                |
| Apartment:                                                              |                                                                                                                                                                                                                                |                                                                                                                          |
| Microhousing dwelling unit                                              | Within 1/4 mile of SR-522: 0.75 per dwelling unit. Otherwise, 1.2 per dwelling unit                                                                                                                                            | Within 1/4 mile of SR-522: 0.75:du. Otherwise, 1.0:du.<br><del>Tandem stalls permitted</del>                             |
| Studio unit                                                             | 1.2 per dwelling unit                                                                                                                                                                                                          | 1.0:du; <del>tandem stalls permitted</del>                                                                               |
| One-bedroom unit                                                        | 1.5 per dwelling unit                                                                                                                                                                                                          | 1.0:du; <del>tandem stalls permitted</del>                                                                               |
| Two-bedroom unit                                                        | 1.7 per dwelling unit                                                                                                                                                                                                          | 1.5:du; <del>tandem stalls permitted</del>                                                                               |
| Three-bedroom unit or larger                                            | 2.0 per dwelling unit                                                                                                                                                                                                          | 1.7:du; <del>tandem stalls permitted</del>                                                                               |
| Guest parking                                                           | 1 space for every 5 units                                                                                                                                                                                                      | 1 space for every 5 units                                                                                                |
| Manufactured housing community                                          | 2.0 per dwelling unit                                                                                                                                                                                                          | 2.0 per dwelling unit                                                                                                    |
| Senior citizen assisted living                                          | 1 per 2 dwelling or sleeping units                                                                                                                                                                                             | 1 per 2 dwelling or sleeping units                                                                                       |
| Community residential facility                                          | 1 per 2 bedrooms                                                                                                                                                                                                               | 1 per 2 bedrooms                                                                                                         |
| <del>Single room occupancy<br/>Dormitory, including<br/>religious</del> | <del>Within ½ mile of a Major Transit Stop: 0 off-street parking spaces per sleeping unit. More than ½ mile of a Major Transit Stop: no more than 0.25 off-street parking spaces per sleeping unit.<br/>1 per 2 bedrooms</del> | <del>No minimum parking spaces required 1 per 2 bedrooms</del>                                                           |
| Hotel/motel                                                             | 1 per bedroom                                                                                                                                                                                                                  | 1 per bedroom                                                                                                            |
| Bed and breakfast guesthouse                                            | 1 per guest room, plus 2 per facility                                                                                                                                                                                          | 1 per guest room, plus 2 per facility                                                                                    |
| Other residential land uses                                             | (city manager)                                                                                                                                                                                                                 | (city manager)                                                                                                           |
| <b>RECREATIONAL/CULTURAL:</b>                                           |                                                                                                                                                                                                                                |                                                                                                                          |
| Recreational/cultural land uses                                         | 1 per 300 square feet                                                                                                                                                                                                          | 1 per 300 square feet                                                                                                    |
| Exceptions:                                                             |                                                                                                                                                                                                                                |                                                                                                                          |

| <b>LAND USE</b>                         | <b>MINIMUM PARKING SPACES<br/>REQUIRED<br/>Citywide, Except in Downtown<br/>Commercial and Downtown<br/>Residential Zones West of 68th<br/>Avenue NE</b>           | <b>MINIMUM PARKING<br/>SPACES REQUIRED<br/>Downtown Commercial and<br/>Downtown Residential<br/>Zones West of 68th Avenue<br/>NE</b>                               |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bowling center                          | 5 per lane                                                                                                                                                         | 5 per lane                                                                                                                                                         |
| Golf course                             | 3 per hole, plus 1 per 300 square feet of clubhouse facilities                                                                                                     | –                                                                                                                                                                  |
| Tennis club                             | 4 per tennis court, plus 1 per 300 square feet of clubhouse facility                                                                                               | –                                                                                                                                                                  |
| Golf driving range                      | 1 per tee                                                                                                                                                          | –                                                                                                                                                                  |
| Park/playfield                          | (city manager)                                                                                                                                                     | (city manager)                                                                                                                                                     |
| Theater                                 | 1 per 3 fixed seats                                                                                                                                                | 1 per 3 fixed seats                                                                                                                                                |
| Conference center                       | 1 per 3 fixed seats, plus 1 per 50 square feet used for assembly purposes without fixed seats, or 1 per bedroom, whichever results in the greater number of spaces | 1 per 3 fixed seats, plus 1 per 50 square feet used for assembly purposes without fixed seats, or 1 per bedroom, whichever results in the greater number of spaces |
| Artist studio                           | 0.9 per 1,000 square feet of area used for studios                                                                                                                 | 0.9 per 1,000 square feet of area used for studios                                                                                                                 |
| <b>GENERAL SERVICES:</b>                |                                                                                                                                                                    |                                                                                                                                                                    |
| General services land uses              | 1 per 300 square feet                                                                                                                                              | 1 per 300 square feet                                                                                                                                              |
| Exceptions:                             |                                                                                                                                                                    |                                                                                                                                                                    |
| Funeral home/crematory                  | 1 per 50 square feet of chapel area                                                                                                                                | –                                                                                                                                                                  |
| Day care I                              | 2 per facility                                                                                                                                                     | 2 per facility                                                                                                                                                     |
| Day care II                             | 2 per facility, plus 1 space for each 20 children                                                                                                                  | 2 per facility, plus 1 space for each 20 children                                                                                                                  |
| Religious institution                   | 1 per 5 fixed seats, plus 1 per 50 square feet of gross floor area without fixed seats used for assembly purposes                                                  | 1 per 5 fixed seats, plus 1 per 50 square feet of gross floor area without fixed seats used for assembly purposes                                                  |
| Outpatient and veterinary clinic office | 1 per 300 square feet of office, labs and examination rooms                                                                                                        | 1 per 300 square feet of office, labs and examination rooms                                                                                                        |
| Nursing and personal care facility      | 1 per 4 beds                                                                                                                                                       | –                                                                                                                                                                  |
| Hospital                                | 1 per bed                                                                                                                                                          | 1 per bed                                                                                                                                                          |
| Elementary school                       | 1 per school classroom, plus 1 per 50 students                                                                                                                     | 1 per school classroom, plus 1 per 50 students                                                                                                                     |

| <b>LAND USE</b>                        | <b>MINIMUM PARKING SPACES<br/>REQUIRED<br/>Citywide, Except in Downtown<br/>Commercial and Downtown<br/>Residential Zones West of 68th<br/>Avenue NE</b> | <b>MINIMUM PARKING<br/>SPACES REQUIRED<br/>Downtown Commercial and<br/>Downtown Residential<br/>Zones West of 68th Avenue<br/>NE</b> |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Secondary schools:                     |                                                                                                                                                          |                                                                                                                                      |
| Middle/junior high school              | 1 per <i>school classroom</i> , plus 1 per 50 students                                                                                                   | 1 per <i>school classroom</i> , plus 1 per 50 students                                                                               |
| High school                            | 1 per <i>school classroom</i> , plus 1 per 10 students                                                                                                   | 1 per <i>school classroom</i> , plus 1 per 10 students                                                                               |
| High school with stadium               | Greater of 1 per <i>school classroom</i> , plus 1 per 10 students, or 1 per 3 fixed seats in stadium                                                     | Greater of 1 per <i>school classroom</i> , plus 1 per 10 students, or 1 per 3 fixed seats in stadium                                 |
| Vocational school                      | 1 per <i>school classroom</i> , plus 1 per 5 students                                                                                                    | 1 per <i>school classroom</i> , plus 1 per 5 students                                                                                |
| Specialized instruction school         | 1 per <i>school classroom</i> , plus 1 per 2 students                                                                                                    | 1 per <i>school classroom</i> , plus 1 per 2 students                                                                                |
| College/university                     | 1 per 2 commuting students, faculty and staff                                                                                                            | –                                                                                                                                    |
| <b>GOVERNMENT/BUSINESS SERVICES:</b>   |                                                                                                                                                          |                                                                                                                                      |
| Government/business services land uses | 1 per 300 square feet                                                                                                                                    | 1 per 300 square feet                                                                                                                |
| Exceptions:                            |                                                                                                                                                          |                                                                                                                                      |
| Public agency yard                     | 1 per 300 square feet of offices, plus 0.9 per 1,000 square feet of indoor storage or repair areas                                                       | –                                                                                                                                    |
| Public agency archive                  | 0.9 per 1,000 square feet of storage area, plus 1 per 50 square feet of waiting/reviewing areas                                                          | –                                                                                                                                    |
| Court                                  | 3 per courtroom, plus 1 per 50 square feet of fixed seat or assembly areas                                                                               | 3 per courtroom, plus 1 per 50 square feet of fixed seat or assembly areas                                                           |
| Fire or police facility                | (city manager)                                                                                                                                           | (city manager)                                                                                                                       |
| Construction and trade                 | 1 per 300 square feet of office, plus 1 per 3,000 square feet of storage area                                                                            | 1 per 300 square feet of office, plus 1 per 3,000 square feet of storage area                                                        |
| Warehousing and storage                | 1 per 300 square feet of office, plus 0.9 per 1,000 square feet of storage area                                                                          | 1 per 300 square feet of office, plus 0.9 per 1,000 square feet of storage area                                                      |

| <b>LAND USE</b>                                              | <b>MINIMUM PARKING SPACES<br/>REQUIRED<br/>Citywide, Except in Downtown<br/>Commercial and Downtown<br/>Residential Zones West of 68th<br/>Avenue NE</b> | <b>MINIMUM PARKING<br/>SPACES REQUIRED<br/>Downtown Commercial and<br/>Downtown Residential<br/>Zones West of 68th Avenue<br/>NE</b> |
|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <i>Self-service storage</i>                                  | 1 per 3,500 square feet of storage area, plus 2 for any resident director's unit                                                                         | 1 per 3,500 square feet of storage area, plus 2 for any resident director's unit                                                     |
| <i>Outdoor advertising services</i>                          | 1 per 300 square feet of office, plus 0.9 per 1,000 square feet of storage area                                                                          | –                                                                                                                                    |
| <i>Heavy equipment repair</i>                                | 1 per 300 square feet of office, plus 0.9 per 1,000 square feet of indoor repair areas                                                                   | –                                                                                                                                    |
| <b>RETAIL/WHOLESALE:</b>                                     |                                                                                                                                                          |                                                                                                                                      |
| <i>Retail land uses</i>                                      | 1 per 300 square feet                                                                                                                                    | 1 per 300 square feet                                                                                                                |
| Exceptions:                                                  |                                                                                                                                                          |                                                                                                                                      |
| <i>Food stores, less than 15,000 square feet</i>             | 3 plus 1 per 350 square feet                                                                                                                             | 3 plus 1 per 350 square feet                                                                                                         |
| <i>Vehicle refueling stations w/o grocery</i>                | 3 per facility, plus 1 per service bay                                                                                                                   | 3 per facility, plus 1 per service bay                                                                                               |
| <i>Vehicle refueling stations w/grocery, no service bays</i> | 1 per facility, plus 1 per 300 square feet of store                                                                                                      | 1 per facility, plus 1 per 300 square feet of store                                                                                  |
| <i>Restaurants</i>                                           | 1 per 75 square feet in dining or lounge areas                                                                                                           | 1 per 75 square feet in dining or lounge areas                                                                                       |
| <i>Wholesale trade uses</i>                                  | 0.9 per 1,000 square feet                                                                                                                                | 0.9 per 1,000 square feet                                                                                                            |
| <i>Retail sales and wholesale trade mixed use</i>            | 1 per 300 square feet                                                                                                                                    | 1 per 300 square feet                                                                                                                |
| <b>MANUFACTURING:</b>                                        |                                                                                                                                                          |                                                                                                                                      |
| <i>Manufacturing land uses</i>                               | 0.9 per 1,000 square feet                                                                                                                                | –                                                                                                                                    |
| Exceptions:                                                  |                                                                                                                                                          |                                                                                                                                      |
| <i>Winery/brewery</i>                                        | 0.9 per 1,000 square feet, plus 1 per 50 square feet of tasting area                                                                                     | –                                                                                                                                    |
| <b>RESOURCES:</b>                                            |                                                                                                                                                          |                                                                                                                                      |
| <i>Resource land uses</i>                                    | (city manager)                                                                                                                                           | –                                                                                                                                    |
| <b>REGIONAL:</b>                                             |                                                                                                                                                          |                                                                                                                                      |
| <i>Regional land uses</i>                                    | (city manager)                                                                                                                                           | (city manager)                                                                                                                       |

*<sup>1</sup>Tandem parking stalls shall be permitted in all residential land uses.*

B. An applicant may request a modification of the minimum required number of parking spaces by providing a parking demand analysis demonstrating that parking demand can be met with a

reduced parking requirement. In such cases, the *city manager* may approve a reduction of up to 50 percent of the minimum required number of spaces.

C. When the *City* has received a shell building permit application, off-street parking requirements shall be based on the possible tenant improvements or *uses* authorized by the zone designation and compatible with the limitations of the shell permit. When the range of possible *uses* results in different parking requirements, the *city manager* will establish the amount of parking based on a likely range of *uses*.

D. Where other provisions of this code stipulate maximum parking allowed or reduced minimum parking requirements, those provisions shall apply.

E. In any *development* required to provide six or more *parking spaces*, bicycle parking shall be provided. Bicycle parking shall be bike rack or locker-type parking facilities unless otherwise specified.

1. Off-street parking areas shall contain at least one bicycle parking space for every 12 spaces required for motor vehicles except as follows:

a. The *city manager* may reduce bike rack parking facilities for patrons when it is demonstrated that bicycle activity will not occur at that location.

b. The *city manager* may require additional spaces when it is determined that the *use* or its location will generate a high volume of bicycle activity. Such a determination will include but not be limited to the following *uses*:

(1) *Park/playfield*;

(2) *Marina*;

(3) *Library/museum/arboretum*;

(4) *Elementary/secondary school*;

(5) *Sports club*; or

(6) *Retail business* (when located along a developed bicycle *trail* or designated bicycle route).

2. Bicycle facilities for patrons shall be located within 100 feet of the building entrance and shall be designed to allow either a bicycle frame or wheels to be locked to a *structure* attached to the pavement.

3. All bicycle parking and storage shall be located in safe, visible areas that do not impede pedestrian or vehicle traffic flow, and shall be well lit for nighttime use.

4. When more than 10 people are employed on site, enclosed locker-type parking facilities for employees shall be provided. The *city manager* shall allocate the required number of parking spaces between bike rack parking and enclosed locker-type parking facilities.

5. One indoor bicycle storage space shall be provided for every two *dwelling units* in *townhouse* and *apartment* residential *uses*, unless individual garages are provided for every unit. The *city manager* may reduce the number of bike rack parking spaces if *indoor storage* facilities are available to all residents.

F. Exceedance of Minimum Parking – Zones Other Than Downtown Commercial and Downtown Residential Zones West of 68th Avenue NE. Provision of parking shall not exceed 30 percent more than the minimum parking requirements unless the excess parking spaces are included in a structured parking garage, or under building and screened from the street frontage, unless the additional parking is associated with a phased, mixed use development and is interim in nature.

#### G. Tree Retention

1. —DC and DR Zones. Where an applicant proposes retention of *trees* in accordance with KMC 18.35.100(G) in the DC and DR zones, the *city manager* may reduce parking requirements by one *parking space* for every two *significant trees* that are saved in excess of the significant tree ordinance requirements.

1.2. Tree Retention – Residential Land Uses. Where compliance with both parking requirements and tree retention requirements would make a proposed residential development or redevelopment infeasible, there is no minimum parking requirement in order to meet minimum tree retention requirements.

H. Critical Area or Buffer Protection. When unavoidable, the *city manager* may reduce minimum parking requirements in order to maximize the protection of a *critical area* or its *buffer*. The reduction in the number of parking stalls or alternative stall or drive aisle dimensional requirements shall be in proportion to the area to be retained in the *buffer* or *critical area*. [Ord. 24-0609 § 2 (Exh. A); Ord. 23-0574 § 2 (Exh. A); Ord. 19-0488 § 5 (Exh. 3); Ord. 19-0481 § 2 (Exh. A); Ord. 17-0438 § 2 (Att. A); Ord. 16-0428 § 13 (Att. I); Ord. 16-0415 § 2 (Att. B); Ord. 14-0391 § 2 (Exh. 1); Ord. 11-0329 § 3 (Exh. 1).]

\* \* \*

#### **18.40.110 Off-street parking plan design standards.**

A. Off-street parking areas shall not be located more than 600 feet from the *building* they are required to serve for all *uses* except those specified as follows; where an off-street parking area does not abut the *building* it serves, the required maximum distance shall be measured from the nearest building entrance that the parking area serves:

1. For all single detached dwellings the *parking spaces* shall be located on the same *lot* they are required to serve;
2. For all other residential dwellings at least a portion of parking areas shall be located within 150 feet from the *building* or *building(s)* they are required to serve;
3. For all nonresidential *uses* permitted in residential zones, the *parking spaces* shall be located on the same *lot* they are required to serve and at least a portion of parking areas shall be located within 150 feet from the nearest building entrance they are required to serve;
4. In the community business and neighborhood business zones, parking lots shall be located to the rear or sides of *buildings*. Relief from this subsection (A)(4) may be granted by the *city manager* only if the *applicant* can demonstrate that there is no practical site design to meet this requirement. The *city manager* may allow only the number of *parking spaces* that cannot be accommodated to the rear or sides of *buildings* to be located to the front of *buildings*;

5. Parking lots shall be so arranged as to permit the internal circulation of vehicles between parking aisles without re-entering adjoining public streets; and

6. Parking for the disabled shall be provided in accordance with KMC 18.40.060.

B. The minimum *parking space* and aisle dimensions for the most common parking angles are shown on the table in this subsection. For parking angles other than those shown on the chart, the minimum *parking space* and aisle dimensions shall be determined by the *city manager*. Regardless of the parking angle, one-way aisles shall be at least 120 feet wide, and two-way aisles shall be at least 20 feet wide. If dead-end aisles are used in the parking layout, they shall be constructed as two-way aisles. ~~Parking plans for angle parking shall use space widths no less than eight feet, six inches for a standard parking space design and eight feet for a compact car parking space design.~~

#### MINIMUM PARKING STALL AND AISLE DIMENSIONS

| A                | B                              | C                     | D                     | E                    |                      | F                  |                    |
|------------------|--------------------------------|-----------------------|-----------------------|----------------------|----------------------|--------------------|--------------------|
| PARKING<br>ANGLE | STALL<br>WIDTH                 | CURB<br>LENGTH        | STALL<br>DEPTH        | AISLE WIDTH          |                      | UNIT DEPTH         |                    |
|                  |                                |                       |                       | 1-WAY                | 2-WAY                | 1-WAY              | 2-WAY              |
| 0                | 8.0*<br>Min 8.5<br>Desired 9.0 | 20.0*<br>22.5<br>22.5 | 8.0<br>8.5<br>9.0     | 12.0<br>12.0<br>12.0 | 20.0<br>20.0<br>20.0 | **<br>29.0<br>30.0 | **<br>37.0<br>38.0 |
| 30               | 8.0*<br>Min 8.5<br>Desired 9.0 | 16.0*<br>17.0<br>18.0 | 15.0<br>16.5<br>17.0  | 10.0<br>10.0<br>10.0 | 20.0<br>20.0<br>20.0 | **<br>42.0<br>44.0 | **<br>53.0<br>54.0 |
| 45               | 8.0*<br>Min 8.5<br>Desired 9.0 | 11.5*<br>12.0<br>12.5 | 17.0*                 | 12.0<br>12.0<br>12.0 | 20.0<br>20.0<br>20.0 | **<br>50.0<br>51.0 | **<br>58.0<br>59.0 |
| 60               | 8.0*<br>Min 8.5<br>Desired 9.0 | 9.6*<br>10.0<br>10.5  | 18.0<br>20.0<br>21.0  | 18.0<br>18.0<br>18.0 | 20.0<br>20.0<br>20.0 | **<br>58.0<br>60.0 | **<br>60.0<br>62.0 |
| 90               | 8.0*<br>Min 8.5<br>Desired 9.0 | 8.0*<br>8.5<br>9.0    | 16.0*<br>18.0<br>18.0 | 24.0<br>24.0<br>23.0 | 24.0<br>24.0<br>24.0 | **<br>60.0<br>60.0 | **<br>60.0<br>60.0 |

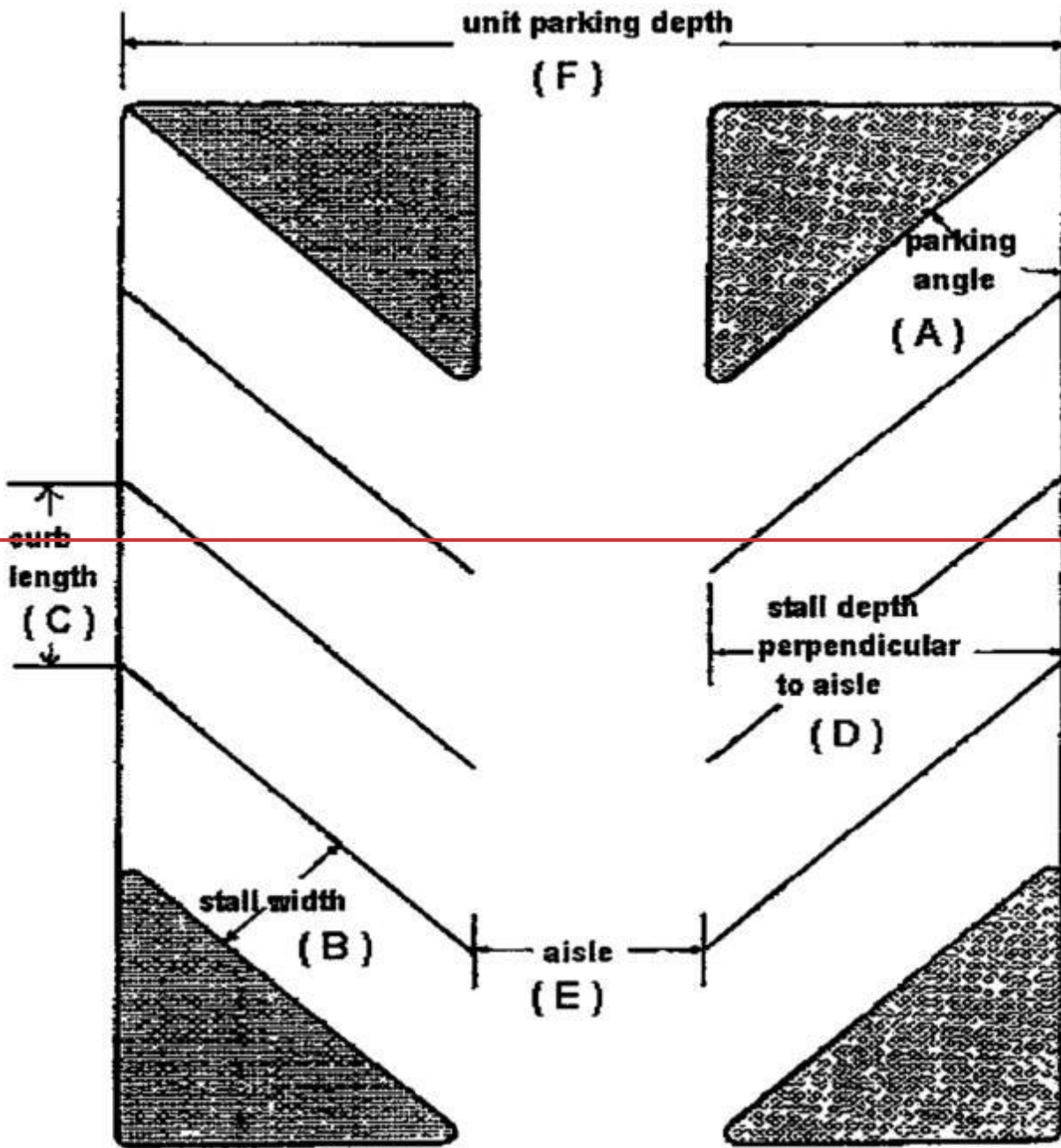
| A                | B                        | C                         | D                         | E                       | F                              |                                    |
|------------------|--------------------------|---------------------------|---------------------------|-------------------------|--------------------------------|------------------------------------|
| PARKING<br>ANGLE | SPACE<br>WIDTH<br>(feet) | SPACE<br>LENGTH<br>(feet) | TOTAL<br>LENGTH<br>(feet) | CURB<br>WIDTH<br>(feet) | AISLE WIDTH                    |                                    |
|                  |                          |                           |                           |                         | (TWO-WAY<br>TRAFFIC)<br>(feet) | (ONE-<br>WAY<br>TRAFFIC)<br>(feet) |

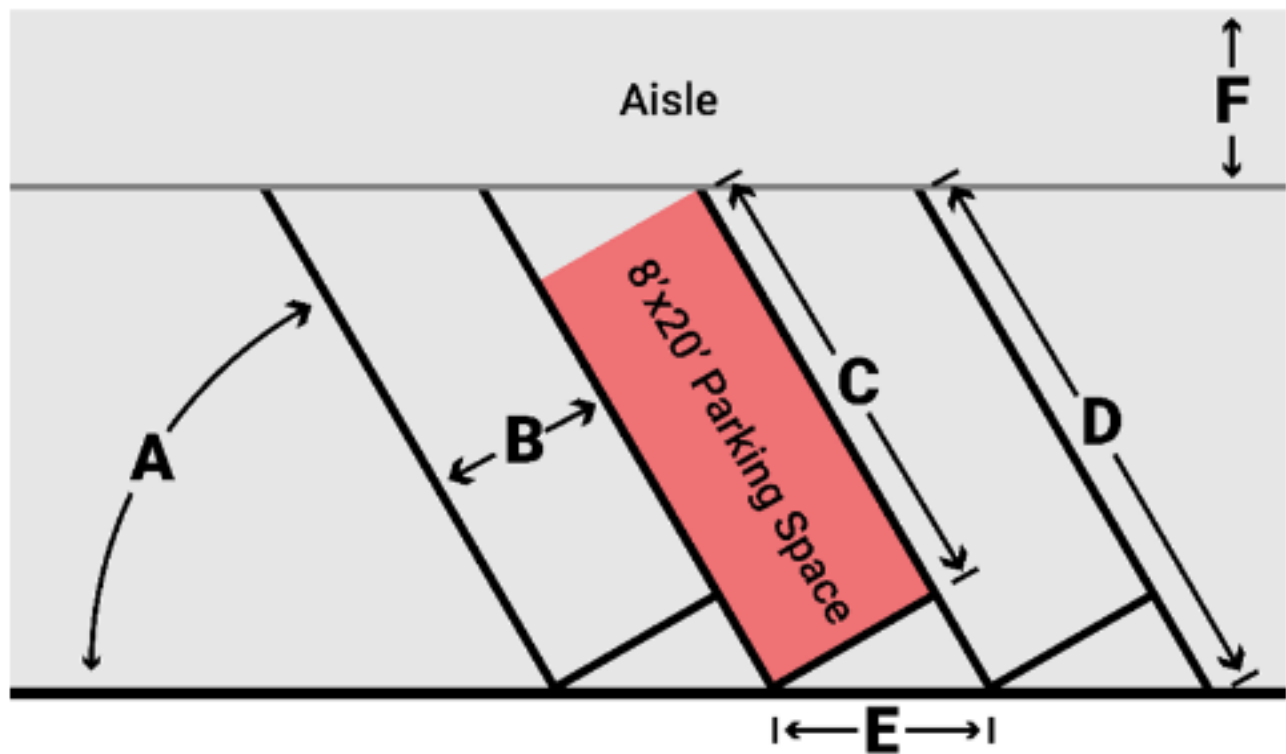
|                                      |          |                         |             |              |           |           |
|--------------------------------------|----------|-------------------------|-------------|--------------|-----------|-----------|
| <u>90°</u><br><u>(Perpendicular)</u> | <u>8</u> | <u>16*</u><br><u>20</u> | <u>20</u>   | <u>8</u>     | <u>24</u> | <u>24</u> |
| <u>60°</u>                           | <u>8</u> | <u>16*</u><br><u>20</u> | <u>24.5</u> | <u>9.25</u>  | <u>20</u> | <u>16</u> |
| <u>45°</u>                           | <u>8</u> | <u>16*</u><br><u>20</u> | <u>28</u>   | <u>11.25</u> | <u>20</u> | <u>14</u> |
| <u>30°</u>                           | <u>8</u> | <u>16*</u><br><u>20</u> | <u>34</u>   | <u>16</u>    | <u>20</u> | <u>12</u> |
| <u>0° (Parallel)</u>                 | <u>8</u> | <u>16*</u><br><u>20</u> | <u>N/A</u>  | <u>23</u>    | <u>20</u> | <u>12</u> |

\* for compact stalls only

\*\* variable with compact and standard combinations

# NOMENCLATURE OF OFF-STREET PARKING AREA





C. Any *parking spaces* abutting a required landscaped area on the driver or passenger side of the vehicle shall provide an additional 18 inches above the minimum space width requirement to provide a place to step other than in the landscaped area. The additional width shall be separated from the adjacent *parking space* by a parking space division stripe.

D. The *parking space* depth may be reduced if vehicles overhang a walkway or landscaping under the following conditions:

1. Wheel stops or curbs are installed;
2. The remaining walkway provides a minimum of 48 inches of unimpeded passageway for pedestrians;
3. The amount of space depth reduction is limited to a maximum of 18 inches; and
4. Landscaping is designed in accordance with KMC 18.35.070(E).

E. Driveways providing ingress and egress between off-street parking areas and abutting *streets* shall be designed, located and constructed in accordance with the provisions of Chapter 12.50 KMC, Road Standards.

F. *Parking spaces* required under this title shall be located as follows:

1. For *single detached dwelling units* the required *parking spaces* shall be outside of any required *setbacks* or *landscaping*, but driveways crossing *setbacks* and required *landscaping* may be used for parking. However, if the driveway is a *joint use driveway*, no vehicle parked on the driveway shall obstruct any joint user's access to the driveway or *parking spaces*;
2. For all other *developments*, *parking spaces* may be permitted by the *city manager* in *setback* areas in accordance with an approved landscape plan; and

3. For nonresidential uses in residential zones, parking is permitted in setback areas in accordance with KMC 18.21.060.

G. Lighting shall be provided for safety of traffic and pedestrian circulation on the *site*. It shall be designed to minimize direct illumination of abutting properties and adjacent *streets*. The *city manager* shall have the authority to waive the requirement to provide lighting.

H. *Tandem* or end-to-end parking is allowed in residential *developments*. Parking spaces in tandem must count towards meeting minimum parking requirements at a rate of one space for every 20 linear feet with any necessary provisions for turning radius. For purposes of this subsection, "tandem" is defined as having two or more vehicles, one in front of or behind the others with a single means of ingress and egress. Apartment or townhouse developments may have tandem parking areas for each dwelling unit but shall not combine parking for separate dwelling units in tandem parking areas.

I. All vehicle parking and storage must be in a garage, carport or on an approved *impervious surface*. Any *impervious surface* used for vehicle parking or storage must have direct and unobstructed driveway access.

J. The total number of vehicles parked or stored outside of a *building* on a single-family *lot* in the R-4 through R-6 zones, excluding *recreational vehicles* and trailers, shall not exceed six vehicles on *lots* 12,500 square feet or less and eight vehicles on *lots* greater than 12,500 square feet.

K. Vanpool or carpool parking areas shall meet the following minimum design standards:

1. A minimum vertical clearance of seven feet, three inches shall be provided to accommodate van vehicles if designated vanpool or carpool *parking spaces* are located in a parking structure; and
2. A minimum turning radius of 26 feet, four inches with a minimum turning diameter, curb to curb, of 52 feet, five inches shall be provided from parking aisles to adjacent carpool or vanpool *parking spaces*.

L. Direct access from the *street* right-of-way to off-street parking areas shall be subject to KMC 18.45.070.

M. No dead-end *alley* may provide access to more than eight off-street *parking spaces*.

N. Any parking stalls located in enclosed *buildings* must be totally within the enclosed *building*. [Ord. 24-0609 § 2 (Exh. A); Ord. 11-0329 § 3 (Exh. 1).]

O. Existing parking spaces that do not conform to the requirements of this section by June 6, 2024, are not required to be modified or resized, except for compliance with the Americans with Disabilities Act. Existing paved parking lots are not required to change the size of existing parking spaces during resurfacing if doing so will be more costly or require significant reconfiguration of the parking space locations.

\* \* \*

## **Chapter 18.52 DESIGN STANDARDS**

\* \* \*

### 18.52.230 Structured parking.

#### A. Intent.

1. Visually Integrated. To visually integrate parking garages with other *uses* through active *ground floor uses*, and the use of architectural treatments, such as materials, treatments of openings, and *human-scaled facade elements*.
2. Garage Elevations. To ensure that parking garage facades facing public rights-of-way screen cars from view and resemble commercial, office, civic, and mixed use building elevations.

#### B. Standards – Required.

1. Retail Frontage Along Streets. Parking structures shall provide retail usages for at least 50 percent of the first floor *street frontages* (sites fronting 182nd excepted).
2. Treatments in Nonretail Areas. Portions of ground level facade not occupied by retail uses shall integrate one or more of the following into the ground level facade:
  - a. Ornamental grillwork (other than plain horizontal or vertical bars);
  - b. Decorative artwork (metal panels, ceramic, mosaics, etc.);
  - c. Display windows for events;
  - d. Brick, tile, or stone;
  - e. Pre-cast panels;
  - f. Wood paneling;
  - g. *Blank wall* treatments per the *blank wall* standards, KMC 18.52.240;
  - h. Other treatments which meet the intent of these standards.
3. Opening Size. The maximum size of window and facade openings shall be 64 square feet (excluding driveway/parking garage entry). The window/facade openings shall be treated further with minimum 24-inch mullions to prevent large openings in the parking garage facade.
4. Treatments in Primarily Residential Areas. Ground level facade treatments for residential parking garages shall integrate one or more of the following:
  - a. Ornamental grillwork (other than plain horizontal or vertical bars);
  - b. Decorative artwork (metal panels, ceramic, mosaics, etc.);
  - c. Brick, tile, or stone;
  - d. Pre-cast panels;
  - e. Wood paneling;

f. *Blank wall* treatments per the *blank wall* standards, KMC 18.52.240.

5. *Facade Articulation*. At least two of the following elements shall be incorporated into parking garage facades to articulate the facade and provide *human-scaled architectural elements*:

- a. Piers or pilasters;
- b. Recessed window openings;
- c. Window sills and details;
- d. Masonry trim;
- e. Accent materials;
- f. Tile, stone, or pre-cast panels;
- g. Other treatments which provide facade *articulation*.

6. *Architectural Elements* in Vehicular Entrances. Vehicular entrances to structured parking shall incorporate two of the following elements into the design:

- a. Arches;
- b. Lintels;
- c. Piers or pilasters;
- d. Masonry trim;
- e. Planters;
- f. Ornamental lighting;
- g. Tile, stone, or pre-cast panels.

~~7. *Townhouse Units*. Each unit shall have an individual garage, enclosed under the living spaces. Such garage shall be located on a different facade from the main entry of the unit.~~

#### C. Not Allowed.

- 1. Plain Concrete Facades. Plain, unadorned, or smooth concrete facades are not allowed.
- 2. Horizontal or Vertical Bars. Unadorned horizontal or vertical bars are not allowed in parking garage window openings. [Ord. 23-0574 § 2 (Exh. A); Ord. 11-0329 § 3 (Exh. 1).]

\* \* \*

## Chapter 18.77

### AFFORDABLE HOUSING

\* \* \*

#### 18.77.015 General provisions.

A. Determination of Number of Affordable Housing Units Required – Rounding. See KMC 18.30.020(D) for method of rounding to determine the number of affordable housing units required.

B. Adjacent Developments. Adjacent *developments* by the same or affiliated *developer* will be considered as a single *development* for the purpose of applying the thresholds for compliance.

C. Designation of Affordable Housing Units. Prior to the issuance of any permit(s), the *City* shall review and approve the location and unit mix of the affordable housing units consistent with the following standards:

1. Location. The location of the affordable housing units shall be approved by the *City*, with the intent that they generally be intermingled with all other *dwelling units* in the *development*.
2. Tenure. The tenure of the affordable housing units (ownership or rental) shall be the same as the tenure for the rest of the housing units in the *development*.
3. Size (Bedroom). The affordable housing units shall consist of a range of number of bedrooms that is comparable to units in the overall *development*.
4. Size (Square Footage). The size of the affordable housing units, if smaller than the other units with the same number of bedrooms in the *development*, shall be approved by the *city manager*. If there is a proposal that the affordable units be smaller than the market rate units, in no case shall the affordable housing units be less than 500 square feet for a studio unit, 600 square feet for a one-bedroom unit, 800 square feet for a two-bedroom unit, or 1,000 square feet for a three-bedroom unit.
5. Design. The exterior design of the affordable housing units shall be compatible and comparable with the rest of the *dwelling units* in the *development* and shall comply with any applicable design standards. The interior finish and quality of construction of the affordable housing units shall at a minimum be comparable to entry level rental or ownership housing in the *City*.

D. Duration. Housing shall serve only income-eligible households for a minimum period of 50 years from the latter of the date when the affordability agreement between the housing owner and the *City*, as described in KMC 18.77.050, is recorded, or the date when the affordable housing becomes available for occupancy as determined by the *City*.

E. Timing/Phasing. The affordable housing units shall be available for occupancy in a time frame comparable to the availability of the rest of the *dwelling units* in the *development*. [Ord. 23-0574 § 2 (Exh. A); Ord. 19-0481 § 2 (Exh. A).]

F. For Single Room Occupancy housing, sleeping units shall be calculated as ¼ of a dwelling unit for the purposes of affordable housing incentives.

\* \* \*

**City Council Agenda Bill**  
**City of Kenmore, WA**



**Meeting Date: 9/8/2025**

| Subject/Topic:                                                                                                                                                                                                                                                                 | Proposed Council Action/Motion:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>City Hall Solar Grant, Washington State Department of Commerce.</p> <p><b>Department:</b> Environmental Services</p> <p><b>Prepared by:</b> Nina Rasmussen<br/> Climate Action Plan Program Manager</p> <p><b>Attachments:</b><br/> Commerce Solar Grant Draft Contract</p> | <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Adopt/Approve</p> <p><input checked="" type="checkbox"/> Authorize</p> <p><input type="checkbox"/> Other:</p> <p><b>Authorize the City Manager to execute Interlocal Agreement 25-C3170 with the Washington State Department of Commerce to accept grant funds totaling \$98,160 to install and expand the solar capacity on City Hall.</b></p> |

Approvals:

|            |             |          |              |              |
|------------|-------------|----------|--------------|--------------|
| Department | NR (acting) | City     | Finance      | City         |
| Head       | 8/26/2025   | Attorney | Director     | Manager      |
|            |             | N/A      | MM 8/26/2025 | SL 8/26/2025 |
|            |             |          |              | Optional     |
|            |             |          |              | N/A          |

**Summary/Background:**

The City of Kenmore intends to contract with the Washington State Department of Commerce to receive grant funds not to exceed \$98,160 for the installation of additional solar panels on City Hall.

The addition of more solar panels beyond the existing array will expand solar generation to the maximum extent practicable. The project aims to increase clean energy generation to an estimated 26,000 kWh annually. Adding more solar onto City Hall is an effort to decrease emissions from the built environment, the largest sector of emissions in Kenmore. This project supports Climate Action Plan goals to reduce emissions 50% by 2030 and directly aligns with CAP item MO 1.2 Retrofit existing buildings to be more energy efficient.

Funds for this project originate from the Climate Commitment Act.

**Previous Council Action(s):**

N/A

**Fiscal Consideration:**

The project includes a non-state match. The total project cost of \$100,960 will be split \$98,160 from the Washington State Department of Commerce and \$2,800 from the City. The City match is provided in the adopted 25/26 City Biennium Budget.

**City Council Priorities or Budget Objective Being Addressed:**

1. Implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.



**Interagency Agreement with:**

**City of Kenmore**

**through**

Energy Division, Energy Programs in Communities, Clean Energy  
Communities Grants

**Contract Number:  
25-9221A-048**

**For**

**City Hall Solar Expansion project**

**Dated:** Wednesday, April 16, 2025

## Table of Contents

|                                                                                                                                                        |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>TABLE OF CONTENTS.....</b>                                                                                                                          | <b>1</b>  |
| <b>FACE SHEET.....</b>                                                                                                                                 | <b>3</b>  |
| <b>DECLARATIONS.....</b>                                                                                                                               | <b>4</b>  |
| <b>PROGRAM SPECIFIC TERMS AND CONDITIONS .....</b>                                                                                                     | <b>5</b>  |
| 1. BILLING AND COMPENSATION FOR PERFORMANCE BASED CONTRACT (REPLACES SPECIAL TERMS AND CONDITIONS #4 BILLING PROCEDURES AND PAYMENT) .....             | 5         |
| 2. SUBCONTRACTING (REPLACES GENERAL TERMS AND CONDITIONS #15 SUBCONTRACTING) .....                                                                     | 6         |
| 3. PREVAILING WAGE LAW .....                                                                                                                           | 6         |
| 4. HISTORICAL OR CULTURAL ARTIFACTS.....                                                                                                               | 6         |
| 5. ACKNOWLEDGMENT OF CLIMATE COMMITMENT ACT FUNDING .....                                                                                              | 7         |
| <b>SPECIAL TERMS AND CONDITIONS.....</b>                                                                                                               | <b>8</b>  |
| 1. AUTHORITY.....                                                                                                                                      | 8         |
| 2. CONTRACT MANAGEMENT .....                                                                                                                           | 8         |
| 3. COMPENSATION.....                                                                                                                                   | 8         |
| 4. BILLING PROCEDURES AND PAYMENT (REPLACED BY PROGRAM SPECIFIC TERMS AND CONDITIONS #1 BILLING AND COMPENSATION FOR PERFORMANCE BASED CONTRACT) ..... | 8         |
| 5. SUBCONTRACTOR DATA COLLECTION.....                                                                                                                  | 9         |
| 6. INSURANCE.....                                                                                                                                      | 9         |
| 7. FRAUD AND OTHER LOSS REPORTING .....                                                                                                                | 9         |
| 8. ORDER OF PRECEDENCE .....                                                                                                                           | 9         |
| <b>GENERAL TERMS AND CONDITIONS.....</b>                                                                                                               | <b>10</b> |
| 1. DEFINITIONS.....                                                                                                                                    | 10        |
| 2. ALL WRITINGS CONTAINED HEREIN .....                                                                                                                 | 10        |
| 3. AMENDMENTS .....                                                                                                                                    | 10        |
| 4. ASSIGNMENT .....                                                                                                                                    | 10        |
| 5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION.....                                                                                                | 10        |
| 6. COPYRIGHT .....                                                                                                                                     | 11        |
| 7. DISPUTES.....                                                                                                                                       | 11        |
| 8. GOVERNING LAW AND VENUE.....                                                                                                                        | 12        |
| 9. INDEMNIFICATION.....                                                                                                                                | 12        |
| 10. LICENSING, ACCREDITATION AND REGISTRATION .....                                                                                                    | 12        |
| 11. RECAPTURE .....                                                                                                                                    | 12        |
| 12. RECORDS MAINTENANCE .....                                                                                                                          | 12        |
| 13. SAVINGS.....                                                                                                                                       | 12        |
| 14. SEVERABILITY.....                                                                                                                                  | 12        |
| 15. SUBCONTRACTING (REPLACED BY PROGRAM SPECIFIC TERMS AND CONDITIONS #2 SUBCONTRACTING).....                                                          | 13        |
| 16. SURVIVAL .....                                                                                                                                     | 13        |
| 17. TERMINATION FOR CAUSE .....                                                                                                                        | 13        |
| 18. TERMINATION FOR CONVENIENCE .....                                                                                                                  | 13        |
| 19. TERMINATION PROCEDURES.....                                                                                                                        | 13        |
| 20. TREATMENT OF ASSETS.....                                                                                                                           | 14        |
| 21. WAIVER .....                                                                                                                                       | 15        |

|                                         |           |
|-----------------------------------------|-----------|
| <b>ATTACHMENT A: SCOPE OF WORK.....</b> | <b>16</b> |
| <b>ATTACHMENT B: BUDGET .....</b>       | <b>18</b> |
| <b>ATTACHMENT C: REPORTING.....</b>     | <b>20</b> |
| <b>ATTACHMENT D: PROVISIO.....</b>      | <b>21</b> |

## Face Sheet

**Contract Number: 25-9221A-048**

### Energy Division – Energy Programs in Communities Clean Energy Community Grants Program

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| <b>1. Contractor</b><br>City of Kenmore<br>18120 68 <sup>th</sup> Avenue<br>Kenmore, WA 98028                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                        | <b>2. Contractor Doing Business As (as applicable)</b><br>N/A                                                                                                                                                                                                                                                                                                                                                                          |                                  |
| <b>3. Contractor Representative</b><br>Nina Rasmussen<br>Climate Action Plan Program Manager<br>(425) 984-6197<br>nrasmussen@kenmorewa.gov                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                        | <b>4. COMMERCE Representative</b><br>Michele Lefebvre<br>Program Specialist<br>360-725-5011<br>michele.lefebvre@commerce.wa.gov<br><div style="text-align: right; padding-right: 20px;">           P.O. Box 42525<br/>           1011 Plum Street<br/>           Olympia, WA 98504         </div>                                                                                                                                      |                                  |
| <b>5. Contract Amount</b><br>\$98,160                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>6. Funding Source</b><br>Federal: <input type="checkbox"/> State: <input checked="" type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/> |                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>7. Start Date</b><br>9/1/2025 |
| <b>8. End Date</b><br>4/30/2027                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                  |
| <b>9. Federal Funds (as applicable)</b><br>N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                        | <b>Federal Agency:</b><br>N/A<br><div style="text-align: right; padding-right: 20px;"> <b>ALN</b><br/>         N/A       </div>                                                                                                                                                                                                                                                                                                        |                                  |
| <b>10. Tax ID #</b><br>91-1912254                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>11. SWV #</b><br>SWV0007160-04                                                                                                                                      | <b>12. UBI #</b><br>601-883-200                                                                                                                                                                                                                                                                                                                                                                                                        | <b>13. UEI #</b>                 |
| <b>14. Contract Purpose</b><br>Design, procurement and installation of 56 490-watt rooftop solar panels totaling 27,400 watts installed across three arrays.                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                  |
| COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget, Attachment "C" –Reporting, Attachment "D" - Proviso |                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                  |
| <b>FOR CONTRACTOR</b><br><br><div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 80%;">           Teri Killgore, City Manager         </div> <div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 80%;">           Date         </div>                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                        | <b>FOR COMMERCE</b><br><br><div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 80%;">           Jennifer Grove, Assistant Director         </div> <div style="border-bottom: 1px solid black; margin-bottom: 10px; width: 80%;">           Date         </div> <div style="margin-top: 20px;"> <b>APPROVED AS TO FORM ONLY<br/>           BY ASSISTANT ATTORNEY GENERAL<br/>           APPROVAL ON FILE</b> </div> |                                  |

## DECLARATIONS

The Washington State Department of Commerce (Commerce) has been appropriated funds by the Washington State Legislature to provide grants to promote Washington's commitment to equitable, clean energy development.

### CLIENT INFORMATION

|                           |                 |
|---------------------------|-----------------|
| Legal Name:               | City of Kenmore |
| Agreement Number:         | 25-9221A-048    |
| Award Year:               | 2025            |
| State Wide Vendor Number: | SWV0007160-04   |

### PROJECT INFORMATION

|                   |                               |
|-------------------|-------------------------------|
| Project Title:    | City Hall Solar Expansion     |
| Project Address:  | 18120 68 <sup>th</sup> Avenue |
| Project City:     | Kenmore                       |
| Project State:    | WA                            |
| Project Zip Code: | 98028                         |

### GRANT INFORMATION

|                                  |                       |
|----------------------------------|-----------------------|
| Grant Amount:                    | \$98,160              |
| Non-State Match (1:X)            | \$2,800               |
| Type of Match Accepted:          | Cash                  |
| Earliest Date for Reimbursement: | 9/1/2025              |
| Time of Performance:             | 9/1/2025 to 4/30/2027 |

## Program Specific Terms and Conditions

As identified herein, notwithstanding General & Specific Terms and Conditions SECTIONS, the following Program Specific Terms and Conditions take precedence over any similarly referenced Special or General Terms and Conditions:

**1. BILLING AND COMPENSATION FOR PERFORMANCE BASED CONTRACT (Replaces Special Terms and Conditions #4 Billing Procedures and Payment)**

COMMERCE will pay Contractor not more often than monthly upon acceptance of services provided and receipt of properly completed invoices for completed milestones, which shall be submitted to the Representative for COMMERCE.

The Contractor shall provide the Representative of COMMERCE a signed electronic Invoice A19 form that includes the contract number referenced on the declarations page.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed and the milestone number(s) achieved.

The Contractor is required to maintain documentation to support invoiced costs and cost share obligations. The Contractor shall make these documents available to COMMERCE if requested.

COMMERCE will pay Contractor the amounts set forth in Attachment B upon full completion of each milestone. Upon full completion of each Milestone, Contractor will provide an invoice and any required supporting documentation to the Representative of COMMERCE. Except as may be agreed by COMMERCE in its discretion, COMMERCE shall only be obligated to make payments upon demonstration of completion of all Deliverables within a given Milestone.

However, it is acknowledged that in the event one or two Deliverables of a Milestone is unduly delayed (more than 3 months) due to circumstances outside Contractor's control, COMMERCE may, in its sole discretion, reasonably negotiate with Contractor regarding paying for those Deliverables of such Milestones that are completed.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

**Invoices and End of Fiscal Year**

Invoices are due on the 20th of the month following the provision of services.

Final invoices for a state fiscal year may be due sooner than the 20th and Commerce will provide notification of the end of fiscal year due date.

The contractor must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.

#### Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

#### Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

## 2. **SUBCONTRACTING (Replaces General Terms and Conditions #15 Subcontracting)**

The Contractor may only subcontract work contemplated under this Contract if it provides written notification to COMMERCE of any subcontractors who will be performing work under this Grant Agreement. The written notice must provide the names and address of the subcontractor with a brief description of which tasks within the Contractor Scope of Work (Attachment A) that will be undertaken by the subcontractor(s).

The Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract.

In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties. Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

All reference to the Contractor under this clause shall also include Contractor's employees, agents or subcontractors.

## 3. **PREVAILING WAGE LAW**

The Contractor certifies that all contractors and subcontractors performing work on the Project shall comply with state Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable to the Project funded by this Agreement, including but not limited to the filing of the "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" as required by RCW 39.12.040. The Contractor shall maintain records sufficient to evidence compliance with Chapter 39.12 RCW, and shall make such records available for COMMERCE's review upon request

## 4. **HISTORICAL OR CULTURAL ARTIFACTS**

Prior to approval and disbursement of any funds awarded under this Contract, Contractor shall complete the requirements of Governor's Executive Order 21-02, where applicable, or Contractor shall complete a review under Section 106 of the National Historic Preservation Act, if applicable.

Contractor agrees that the Contractor is legally and financially responsible for compliance with all laws, regulations, and agreements related to the preservation of historical or cultural resources and agrees to hold harmless COMMERCE and the state of Washington in relation to any claim related

to such historical or cultural resources discovered, disturbed, or damaged as a result of the project funded by this Contract.

In addition to the requirements set forth in this Contract, Contractor shall, in accordance with Governor's Executive Order 21-02 coordinate with Commerce and the Washington State Department of Archaeology and Historic Preservation ("DAHP"), including any recommended consultation with any affected tribe(s), during Project design and prior to construction to determine the existence of any tribal cultural resources affected by Project. Contractor agrees to avoid, minimize, or mitigate impacts to the cultural resource as a continuing prerequisite to receipt of funds under this Contract.

The Contractor agrees that, unless the Contractor is proceeding under an approved historical and cultural monitoring plan or other memorandum of agreement, if historical or cultural artifacts are discovered during construction, the Contractor shall immediately stop construction and notify the local historical preservation officer and the state's historical preservation officer at DAHP, and the Commerce Representative identified on the Face Sheet. If human remains are uncovered, the Contractor shall report the presence and location of the remains to the coroner and local enforcement

Immediately, then contact DAHP and the concerned tribe's cultural staff or committee.

The Contractor shall require this provision to be contained in all subcontracts for work or services related to the Scope of Work attached hereto.

In addition to the requirements set forth in this Contract, Contractor agrees to comply with RCW 27.44 regarding Indian Graves and Records; RCW 27.53 regarding Archaeological Sites and Resources; RCW 68.60 regarding Abandoned and Historic Cemeteries and Historic Graves; and WAC 25-48 regarding Archaeological Excavation and Removal Permit.

Completion of the requirements of Section 106 of the National Historic Preservation Act shall substitute for completion of Governor's Executive Order 21-02.

In the event that the Contractor finds it necessary to amend the Scope of Work the Contractor may be required to re-comply with Governor's Executive Order 21-02 or Section 106 of the National Historic Preservation Act

## **5. ACKNOWLEDGMENT OF CLIMATE COMMITMENT ACT FUNDING**

If this Agreement is funded in whole or in part by the Climate Commitment Act, Grantee agrees that any website, announcement, press release, and/or publication (written, visual, or sound) used for media-related activities, publicity, and public outreach issued by or on behalf of Grantee which reference programs or projects funded in whole or in part with Washington's Climate Commitment Act (CCA) funds under this Grant, shall contain the following statement:

"The [PROGRAM NAME / GRANT / ETC.] is supported with funding from Washington's Climate Commitment Act. The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs, and improving public health. Information about the CCA is available at [www.climate.wa.gov](http://www.climate.wa.gov)."

The Grantee agrees to ensure coordinated Climate Commitment Act branding on work completed by or on behalf of the Grantee. The CCA logo must be used in the following circumstances, consistent with the branding guidelines posted at [CCA brand toolkit](#), including:

- A. Any project related website or webpage that includes logos from other funding partners;
- B. Any publication materials that include logos from other funding partners;
- C. Any on-site signage including pre-during Construction signage and permanent signage at completed project sites; and
- D. Any equipment purchased with CCA funding through a generally visible decal.

## **Special Terms and Conditions**

### **1. AUTHORITY**

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

### **2. CONTRACT MANAGEMENT**

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

### **3. COMPENSATION**

COMMERCE shall pay an amount not to exceed \$98160, for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work.

#### **EXPENSES**

Contractor shall receive reimbursement for travel and other expenses as identified below or as authorized in advance by COMMERCE as reimbursable. The maximum amount to be paid to the Contractor for authorized expenses shall not exceed \$0, which amount is included in the Contract total above.

Such expenses may include airfare (economy or coach class only), other transportation expenses, and lodging and subsistence necessary during periods of required travel. Contractor shall receive compensation for travel expenses at current state travel reimbursement rates.

### **4. BILLING PROCEDURES AND PAYMENT (Replaced by Program Specific Terms and Conditions #1 Billing and Compensation for Performance Based Contract)**

~~COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.~~

~~The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number \_\_\_\_\_. If expenses are invoiced, provide a detailed breakdown of each type. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement. Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.~~

~~COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.~~

~~No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.~~

#### **Invoices and End of Fiscal Year**

~~Invoices are due on the 20th of the month following the provision of services.~~

~~Final invoices for a state fiscal year may be due sooner than the 20th and Commerce will provide notification of the end of fiscal year due date. The Contractor must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.~~

#### Duplication of Billed Costs

~~The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.~~

#### Disallowed Costs

~~The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.~~

~~COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).~~

### **5. SUBCONTRACTOR DATA COLLECTION**

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

### **6. INSURANCE**

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

### **7. FRAUD AND OTHER LOSS REPORTING**

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

### **8. ORDER OF PRECEDENCE**

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Attachment D – Proviso
- Program Specific Terms and Conditions
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- Attachment C – Reporting
- Submitted Clean Energy Community Grants proposal

## **General Terms and Conditions**

### **1. DEFINITIONS**

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

### **2. ALL WRITINGS CONTAINED HEREIN**

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

### **3. AMENDMENTS**

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

### **4. ASSIGNMENT**

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

### **5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION**

- A. "Confidential Information" as used in this section includes:
  - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
  - ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and

iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

- B.** The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law.

The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures.

The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.

- C.** Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

## **6. COPYRIGHT**

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

## **7. DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The

Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

**8. GOVERNING LAW AND VENUE**

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

**9. INDEMNIFICATION**

Each party shall be solely responsible for the acts of its employees, officers, and agents.

**10. LICENSING, ACCREDITATION AND REGISTRATION**

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

**11. RECAPTURE**

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

**12. RECORDS MAINTENANCE**

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

**13. SAVINGS**

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

**14. SEVERABILITY**

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

**15. SUBCONTRACTING (Replaced by Program Specific Terms and Conditions #2 Subcontracting)**

~~The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.~~

~~If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.~~

~~Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.~~

~~Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.~~

**16. SURVIVAL**

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

**17. TERMINATION FOR CAUSE**

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

**18. TERMINATION FOR CONVENIENCE**

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

**19. TERMINATION PROCEDURES**

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or

acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

## **20. TREATMENT OF ASSETS**

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.

- B.** The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C.** If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D.** The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E.** All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

**21. WAIVER**

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

## **Attachment A: Scope of Work**

### **City of Kenmore 2025 Clean Energy Community Grant Scope of Work**

#### **Summary**

The project entails the installation of rooftop solar panels onto the City of Kenmore's City Hall building. The panels will add to the existing array and expand solar generation for the building to the maximum extent practicable. The current solar array generates a small percentage of the energy needed for daily operations of City Hall, thus most energy still comes from the grid. Adding solar panels and bolstering clean energy generation will allow for the City of Kenmore to reduce reliance on fossil fuel-based energy provided through the utility. This project helps support reducing greenhouse gas emissions by tackling building decarbonization, one of the major sectors of emissions in the City of Kenmore and the state of Washington. The City of Kenmore has a strong commitment to reducing greenhouse gas emissions and has set forth goals and milestones for achieving a 95% emissions reduction by 2050. Kenmore has developed a Climate Action Plan and a Climate Action Element of the Comprehensive Plan to help solidify the actions necessary to realize these reductions. Energy, especially of the built environment, is a major point of focus to achieve these goals.

The majority of the project will be completed through a hired contractor. The first task in the project will be to secure the contractor and confirm the timeline to begin and finish installation. This selection will be performed by the City of Kenmore's Environmental Services department with input from Public Works Operations. Once contracting has begun, Public Works Operations will oversee the management of the installation, ensuring communication with the contractor.

During this process, the contractor will oversee communication with the utility to verify new utility panel capacity, with Public Works Operations assisting as necessary. The contractor will be in charge of conducting any additional structural engineering assessments as needed, completing the installation, connecting the arrays to the existing panels on the roof, replacing the utility panel, ensuring continued connectivity to the grid, and ensuring operability of the system. Public Works Operations will review the completed installation and verify it has been performed to satisfaction.

With the \$98,160 provided by Commerce, the City of Kenmore will complete this solar project. Project costs were estimated through the help of a regional installer that performed the initial solar installation on City Hall. Additionally, staff hours needed to dedicate to the project were estimated to be between 15-40 hours across positions.

#### **Project Stage**

This project will be entering the construction and installation phase. A site assessment and quote has already been fulfilled, and an initial site design has been completed, readying the project for implementation. An initial engineering assessment has been conducted to account for risk categories, wind, snow, and seismic resistance into the overall design parameters. An additional structural engineering assessment and/or site design may need to be conducted to confirm roof loading capacity, as the panel sizes proposed have changed from the original design conducted in 2022.

### **Proposed Technology**

The equipment proposed for this project includes a total of 56 CanadianSolar 490-watt panels totaling 27,400 watts installed across three arrays. A Solectria or Solar Edge 25kW inverter will be utilized and 27 Tigo TS4-AF2 dual rapid shutdown units or Solar Edge P1201 optimizers will be installed.

This added infrastructure will result in energy generation of approximately 26,410 kWh annually, for a total of 37,323 kWh generated by solar at City Hall. This will equate to approximately \$4,600 in annual cost savings.

### **Planned Benefits**

The Washington Environmental Health Disparities Map provided by the Washington State Department of Health shows that Kenmore City Hall sits in a zone that ranks a seven out of ten in terms of health disparities caused by environmental impacts. In terms of particulate matter in the air, all of Kenmore ranks a ten out of ten. These conditions negatively impact our most vulnerable populations, such as the elderly, those with respiratory health concerns, and the unhoused who must spend the majority of their time in the elements. Adding more solar panels to City Hall will help reduce emissions and lead to cleaner air and better health outcomes. While City Hall is just one building, one of the primary benefits of this project to the public will be in setting an example to residents and encouraging them to also utilize solar panels in their homes and commercial spaces. This project serves as a step forward for Kenmore's built environment to increase solar capacity in hopes that others follow suit. With substantial solar adoption the City of Kenmore hopes to improve the environmental factors that will lead to better health outcomes among our most vulnerable populations.

In recent years, climate change has resulted in more extreme weather events impacting the lives and threatening the health of Kenmore residents, including the most vulnerable members of the community, such as our unhoused population and the elderly. During these events, Kenmore City Hall is used as a cooling shelter where people can spend the hottest hours of the day. This project will add an additional layer of resiliency to ensure that City Hall remains available and cool for those in need.

### **Expected Greenhouse Gas Emissions Reductions**

This project will result in an estimated 26,410 kWh generated annually. With City Hall's current solar array, approximately 11,000 kWh is already generated annually, leaving another approximately 368,000 kWh still needing to be supplied from the utility. By replacing a portion of the utility-provided energy with new solar, this would result in emissions reductions estimated at 8 MT CO<sub>2</sub>e per year. Projected emissions reduction is calculated through assessing Puget Sound Energy's energy mix portfolio to determine kg of CO<sub>2</sub>e emissions per MWh. This is calculated at approximately 696 kg/MWh or 0.696 MT/MWh. This calculation assumes relatively consistent energy generation from the new array.

## **Attachment B: Budget**

All funding is subject to continued legislative authorization and re-appropriation where applicable.

| Milestone                                                   | Deliverable                                                                         | Deliverable Description                                                                                                                                                 | Expected Completion Date | Percent of Grant | Applicant Match | Amount of Grant |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------|-----------------|-----------------|
| <b>A: Project Development, Design and Contracting</b>       |                                                                                     |                                                                                                                                                                         | January 31, 2026         | 10%              | \$2,000         | \$9,816         |
|                                                             | Project schedule/timeline                                                           | Copy of up-to-date project schedule/timeline showing the interdependencies between design, procurement, delivery, installation and commissioning activities.            |                          |                  |                 |                 |
|                                                             | Contracting                                                                         | Copy of subcontract for each subcontractor                                                                                                                              |                          |                  |                 |                 |
|                                                             | Design                                                                              | Copy of electrical diagram, structural analysis report (if installing on flat roof), solar resource analysis, load analysis report (if being utilized for backup power) |                          |                  |                 |                 |
| <b>B: Procurement</b>                                       |                                                                                     |                                                                                                                                                                         | April 30, 2026           | 60%              | \$0             | \$58,896        |
|                                                             | Procure major equipment and services needed for installation                        | Copy of paid equipment invoice(s)                                                                                                                                       |                          |                  |                 |                 |
|                                                             | Warranty Certificate                                                                | Certification of equipment warranty                                                                                                                                     |                          |                  |                 |                 |
|                                                             | Apply for utility interconnection                                                   | Copy of interconnection application to serving utility.                                                                                                                 |                          |                  |                 |                 |
| <b>C: Equipment Delivery, Installation and Construction</b> |                                                                                     |                                                                                                                                                                         | August 31, 2026          | 20%              | \$500           | \$19,632        |
|                                                             | Secure permits                                                                      | Copies of all permits required by local AHJs.                                                                                                                           |                          |                  |                 |                 |
|                                                             | All major equipment and materials delivered to site including roofing and Heat Pump | Bill of Materials (BOM) showing delivery of all major equipment from scope of work to project site.                                                                     |                          |                  |                 |                 |
|                                                             | All equipment installed including Heat Pump                                         | Photos showing all major equipment from scope of work installed.                                                                                                        |                          |                  |                 |                 |

|                                                 |                                                             |                                                                                                                                                                                                      |                                  |             |                  |                 |
|-------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------|------------------|-----------------|
|                                                 | Inspections by AHJs passed, including roofing and heat pump | Letter, document or email from AHJ reporting passed inspections.                                                                                                                                     |                                  |             |                  |                 |
| <b>D: Systems Integration and Commissioning</b> |                                                             |                                                                                                                                                                                                      | October 31, 2026                 | 5%          | \$0              | \$4,908         |
|                                                 | Permission to operate and go live                           | Document, letter, or email from utility confirming system is ready to operate. Energize system.                                                                                                      |                                  |             |                  |                 |
|                                                 | Operations and Maintenance (O&M) manual and owner training  | Subcontractor-provided O&M manual for system and document, letter, or email confirming subcontractor provided operation and maintenance training to system owner.                                    |                                  |             |                  |                 |
|                                                 | Full functional system testing                              | System Acceptance Test (SAT) report describing results of tested outage scenarios. Tests must confirm that whole system operation follows design intent and meets community building's requirements. |                                  |             |                  |                 |
| <b>E: Analytics and Monitoring</b>              |                                                             |                                                                                                                                                                                                      | April 30, 2027                   | 5%          | \$300            | \$4,908         |
|                                                 | Provide resilience and performance data to analytics team   | Collect 1 year of information on performance of system and impact on community resilience                                                                                                            |                                  |             |                  |                 |
|                                                 | Resilience report                                           | Summary of information demonstrating value, use, and impact of solar plus storage system over performance period.                                                                                    |                                  |             |                  |                 |
|                                                 | Story telling                                               | Complete Commerce-provided Fact Sheet and at least one other mode of project narrative communication.                                                                                                |                                  |             |                  |                 |
|                                                 |                                                             |                                                                                                                                                                                                      | <b>Totals:</b>                   | <b>100%</b> | <b>\$2,800</b>   | <b>\$98,160</b> |
|                                                 |                                                             |                                                                                                                                                                                                      | <b>TOTAL AWARD VALUE:</b>        |             | <b>\$98,160</b>  |                 |
|                                                 |                                                             |                                                                                                                                                                                                      | <b>TOTAL MATCH/LEVERAGED \$:</b> |             | <b>\$100,960</b> |                 |

## **Attachment C: Reporting**

The Contractor must provide quarterly written reports and/or host a regular quarterly video and/or phone call with COMMERCE for project update purposes. Phone contact should cover current status of the project and any barriers that are potentially affecting the project schedule.

The Contractor shall provide a quarterly report to COMMERCE, no later than 15 days after the end of each quarter. The report form will be provided by Commerce. The report should describe the project activity that occurred during the quarter, including but not limited to:

1. A narrative summarizing project activities, risks and issues mitigated, and lessons learned;
2. The project milestones met to date and anticipated in the subsequent quarter (such as through a project Gantt Chart schedule provided quarterly in Microsoft Project format showing actual progress to date along with the baseline schedule developed at project kickoff etc.); and,
3. Any additional metrics required from the capital budget proviso, legislature, governor's office, or COMMERCE.
4. Quarterly updated invoice projection sheet for grant expenditures. Commerce will provide the invoice projection sheet;

A final report and fact sheet will be submitted to Commerce. Commerce will provide the fact sheet template and may request the fact sheet be updated as conditions warrant.

### **Quarterly Reports Submission Deadlines**

|           |            |
|-----------|------------|
| Quarter 1 | April 15   |
| Quarter 2 | July 15    |
| Quarter 3 | October 15 |
| Quarter 4 | January 15 |

## **Attachment D: Proviso**

### **Year of Enacted Capital Budget**

Clean Energy Community Grants - \$42,388,000

NEW SECTION. Sec. 1017. A new section is added to 2023 c 474

Clean Energy Community Grants (40000606)

The appropriation in this section is subject to the following conditions and limitations:

#### Grants

(1)(a) \$42,388,000 of the appropriation in this section is provided solely for the department to administer noncompetitive grants to nonprofit organizations, local governments, federally recognized tribal governments and tribal entities, state agencies, housing authorities, ports, transit agencies, research organizations, and eligible third-party administrators for planning, design, and implementation of capital projects and clean energy technologies that reduce greenhouse gas emissions in vulnerable, overburdened, and tribal communities identified by the department. The department must prioritize grants providing meaningful benefit to vulnerable populations in overburdened communities as defined under RCW 70A.02.010.

(b) Eligible uses of grant funds include, but are not limited to, planning for sustainable communities and predesign work, energy efficiency improvements, renewable energy generation, increasing the supply of affordable, energy efficient housing, developing resilient and sustainable infrastructure systems, zero-emission, active mobility, and micromobility transportation infrastructure, education and engagement, and workforce development.

**City Council Agenda Bill**  
**City of Kenmore, WA**



**Meeting Date: 9/8/2025**

| Subject/Topic:                                                                                                                                                                                                                                                                                                                          | Proposed Council Action/Motion:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Join and approve Purdue Pharma and Generic Manufacturers opioid settlement</p> <p><b>Department:</b> Finance &amp; Administration</p> <p><b>Prepared by:</b> Melinda Merrell<br/> Finance &amp; Admin Director</p> <p><b>Attachments:</b><br/> Settlements agreement:<br/> <a href="#">20250819_UpdatedSettlementPackage.pdf</a></p> | <div data-bbox="899 426 1523 766"> <input type="checkbox"/> Information Only<br/> <input type="checkbox"/> Receive and File<br/> <input type="checkbox"/> Discuss<br/> <input type="checkbox"/> Provide Direction<br/> <input type="checkbox"/> Public Hearing<br/> <input checked="" type="checkbox"/> Adopt/Approve<br/> <input checked="" type="checkbox"/> Authorize<br/> <input type="checkbox"/> Other: </div> <p><b>Move to join and approve the Purdue Pharma and Generic Manufacturers opioid settlement and authorize the City Manager or designee to sign the 1) Subdivision Participation and Release Form, 2) Secondary Manufacturers' Combined Subdivision Participation and Release Form ("Combined Participation Form"), and 3) Washington State Allocation Agreement Governing the Allocation of Funds Paid by the Purdue Bankruptcy, Sacklers, and Certain Opioid Manufacturers ("Allocation Agreement IV") and take all steps necessary to implement the City's participation in the settlement.</b></p> |

Approvals:

|            |            |            |             |
|------------|------------|------------|-------------|
| Department | City       | Finance    | City        |
| Head       | Attorney   | Director   | Manager     |
| MM 8/18/25 | DR 8/27/25 | MM 8/18/25 | SLL 8/29/25 |
|            |            |            | Optional    |
|            |            |            | N/A         |

**Summary/Background:**

On April 11, 2022, the City Council passed a motion to approve the One Washington Memorandum of Understanding (MOU) and authorized the City Manager to sign the MOU. The MOU established a framework for the equitable allocation and use of potential opioid settlement funds with local jurisdictions, among other things.

In June 2025, the WA State Attorney General's Office (AGO) entered into 9 separate settlements for up to \$122.2 million payable over the next 15 years. As with prior opioid settlements, these

settlements are contingent on eligible cities and counties in Washington joining the settlement. The deadline to join the Purdue settlement is September 30.

The Purdue opioid settlement agreement info can be found at the national settlement website: [National Opioids Settlement](#). The Allocation Agreement IV is the agreement between Washington State and eligible cities, and can be found [Allocation Agreement IV](#). Under the terms of this agreement, city and county governments will receive 50% of the total money and the state government will receive 50%.

### **Previous Council Action(s):**

On September 12, 2022, the City Council approved joining the opioid settlement agreements with the following distributors: McKesson Corp., Cardinal Health Inc., and Amerisource Bergen Drug Corp., which included a settlement with said distributors for up to \$518 million for Washington State.

On March 13, 2023, the City Council approved joining the opioid settlement agreements with the following distributors: Teva, Allergan, CVS, Walgreens and Walmart. These five (5) settlements could total up to \$434.4 million for Washington State.

On July 22, 2024, the City Council approved joining the Kroger opioid settlement agreement which will pay Washington State up to \$47.5 million over 11 years.

### **Fiscal Consideration:**

Settlement funds for Kenmore are anticipated to be approximately \$12,000 over 15 years. Calculation is settlement funds of approximately \$61.1 million multiplied by the City's percentage in Exhibit B of the MOU.

### **[City Council Priorities](#) or Budget Objective Being Addressed:**

Public Safety

**City Council Agenda Bill**  
**City of Kenmore, WA**



**Meeting Date: 9/8/2025**

| Subject/Topic:                                                                                                                                                                                                                                                                         | Proposed Council Action/Motion:                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 <sup>nd</sup> Quarter 2025<br>Financial Report Presentation<br><br><b>Department:</b> Finance & Administration<br><br><b>Prepared by:</b> Melinda Merrell, Finance Director<br>Julie Yinger, Accountant<br><br><b>Attachments:</b><br>2 <sup>nd</sup> Quarter 2025 Financial Reports | <input type="checkbox"/> Information Only<br><input checked="" type="checkbox"/> Receive and File<br><input type="checkbox"/> Discuss<br><input type="checkbox"/> Provide Direction<br><input type="checkbox"/> Public Hearing<br><input type="checkbox"/> Adopt/Approve<br><input type="checkbox"/> Authorize<br><input type="checkbox"/> Other:<br><br><b>Receive &amp; File:</b><br>2 <sup>nd</sup> Quarter 2025 Financial Reports for the<br>City of Kenmore |

Approvals:

Department Head MM 8/29/25 City Attorney NA Finance Director MM 8/29/25 City Manager SLL 8/29/25 Optional N/A

**Summary/Background:**

The 2<sup>nd</sup> Quarter 2025 Financial Reports are presented for Council review. These reports provide a look into the first six (6) months of the biennium through June 30, 2025. These reports provide the opportunity for the City Council and the community to receive information on the City of Kenmore's biennium to date revenues and expenditures in comparison to the City's 2025-2026 adopted biennial budget. The budget was adopted on November 25, 2024.

**Previous Council Action(s):**

**Fiscal Consideration:**

The end of June 30, 2025, is the sixth (6<sup>th</sup>) month of the 2025-2026 biennium budget period with 25% of the biennium budget elapsed.

General Fund:

As of the 2<sup>nd</sup> Quarter of 2025, the biennium to date revenues exceeded expenses by \$1,290,723. Revenues were \$9.9 million while expenditures were \$8.6 million. Revenues (28.3%) are slightly above the 25% target while expenditures (22.6%) for the biennium came in slightly below. Development Fees and Permits and Investment Interest helped push revenues higher during the period. Expenses are running low for the biennium mainly due to lower legal fees than anticipated as well as minimal special project costs incurred.

Other highlights for the quarter:

Development fees and permits ended the quarter ahead of the biennial target by 33%, bringing in \$1,603,782 or 58% in revenue over the projected 25%.

With current interest rates, our investment interest is ahead of target, coming in at \$131,058 for Q2, 2025 and \$230,639 for the first six months of 2025. This is 51.3% of the biennium budget amount of \$450,000.

General Fund ending fund balance as of June 30, 2025, was \$11.45 million.

**City Council Priorities or Budget Objective Being Addressed:**

Kenmore Budget Policy 9a: A revenue/expenditure report will be produced monthly so that it can be directly compared to the actual results of the fiscal year to date.

Kenmore Budget Policy 9b: All budget amendments, both revenues and expenditures, will be noted in the quarterly report.



Date: September 8, 2025

To: Stephanie Lucash, Interim City Manager

From: Melinda Merrell, Finance Director

Regarding: 2nd Quarter 2025 Financial Reports for the City of Kenmore

**2<sup>nd</sup> Quarter 2025** financial information is presented for your review and delivery to the City Council. Attached you will find the following reports:

- General Fund Summary
- Street Fund Summary
- Other Funds Monthly Activity
- Investment Schedule and Portfolio Analysis
- Retail Sales and Use Tax Distribution

If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

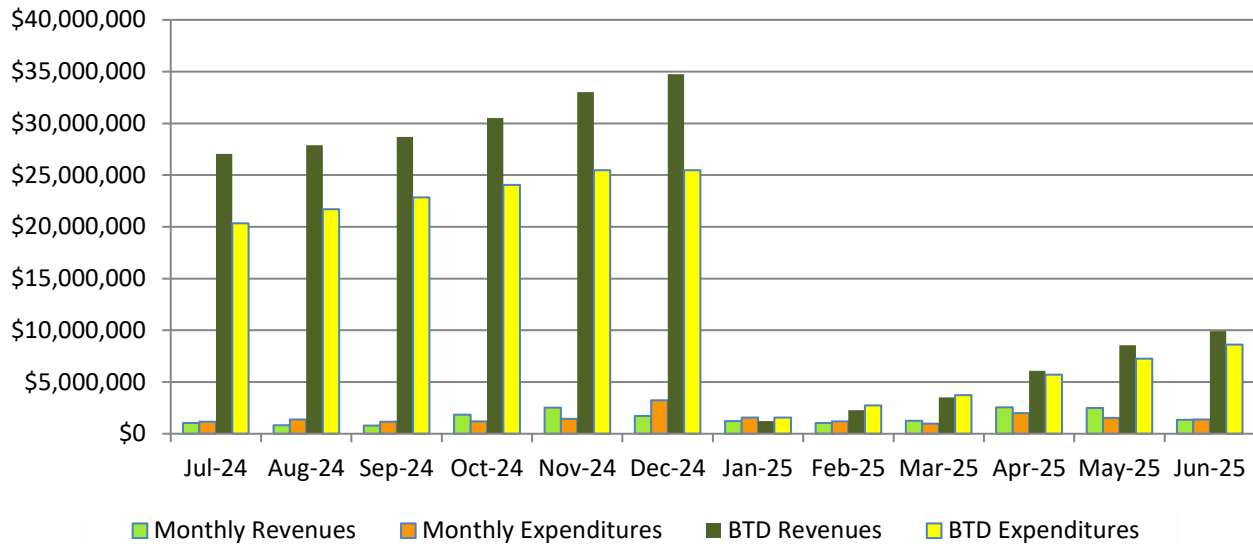
### **GENERAL FUND**

The first section of the quarterly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service. In the context of the biennial budget, the 2<sup>nd</sup> quarter is the first six months of the 2025-2026 biennial budget period.

For the quarter ending June 30, 2025, revenues exceed expenditures in the General Fund by \$1,489,647. The main reason for this is that Development Fees & Permits revenues are up as we have received \$416K in building permits for the 2<sup>nd</sup> quarter and \$700K through June.

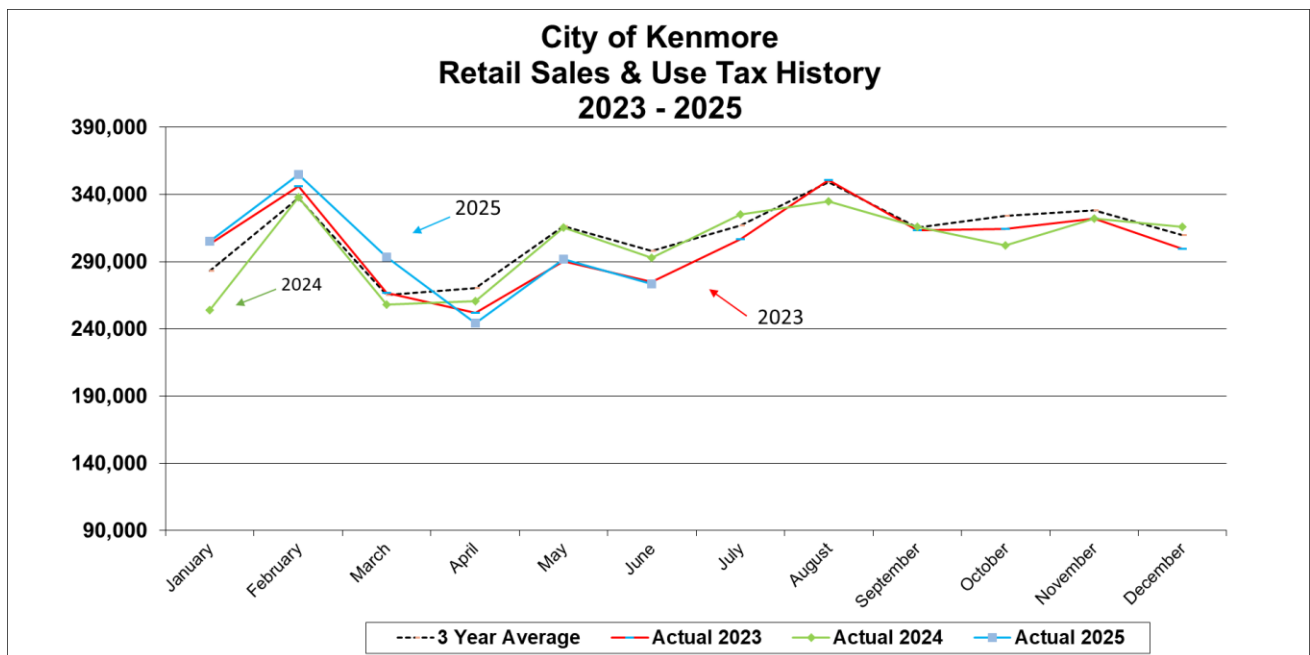
The following chart illustrates the monthly revenue and expenditure activity in the General Fund for the twelve (12) month period through June 2025.

City of Kenmore  
Quarterly Financial Report  
June 2025

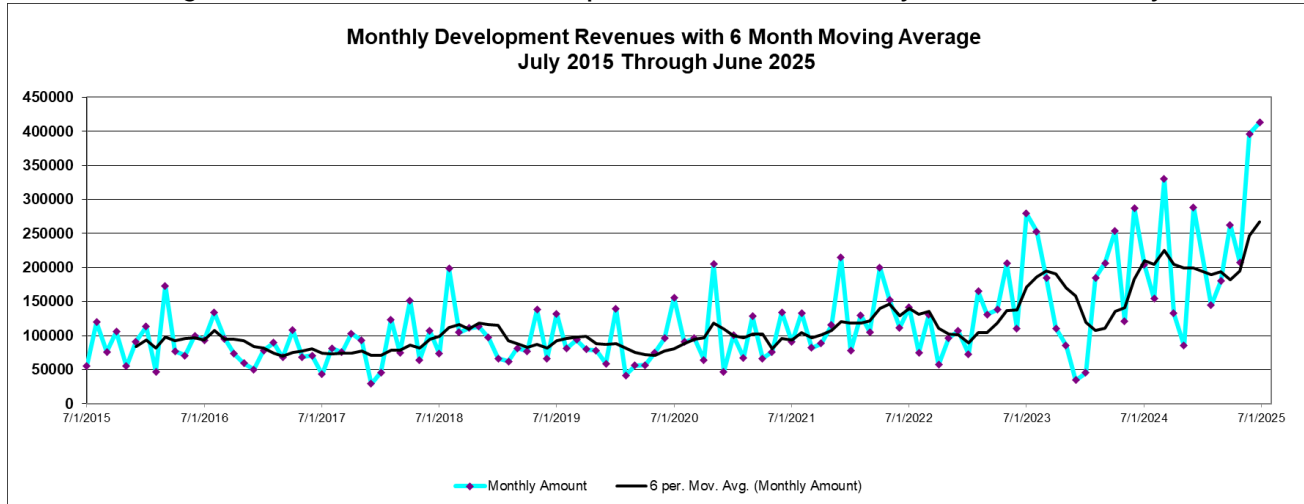


Total **revenues** for Q2, 2025 were **\$6,391,786**. Biennium to date revenues were \$9,916,779 which is 28.3% of the budgeted revenues of \$35,075,364. Primary sources of revenue for the quarter included \$2,917,087 in property taxes, \$809,395 in sales and use taxes, \$765,085 in utility taxes and \$1,016,576 in development fees & permits.

A summary of sales tax revenues received in **June** is attached. These receipts are based on **April** sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last few years. The black dotted 3-year-average line is a monthly average of actual receipts during 2023, 2024, and 2025. The blue line represents 2025 actual receipts by month, which in June are \$19,656 under 2024 and under the 3-year-average by \$24,694.



The following chart illustrates the Development Revenue activity over the last 10 years.



**For the quarter ended June 30, 2025, expenditures were \$4,902,139.** Biennium to date expenditures were \$8,626,056 which is 22.6% of the biennial budget of \$38,164,176.

Finance & Administration is running higher than budgeted as the annual WCIA Premiums of \$680,771 were paid in the 1st quarter. Without this annual expense, the Finance expenses would be 13% of budget. City Council costs are higher than expected due to payment of Sound Cities and AWC annual dues (\$40K total) paid in the first quarter. Legal expenses are lower than expected as some costs have been recorded in the Transportation Capital Fund. Special Projects costs are minimal as only staff costs have been incurred through June.

City cash, \$40,973,919, and investments, \$11,902,516, at the end of June 30, 2025, totaled \$52,876,436. Cash includes over \$33.0 million invested in money market or the Local Government Investment Pool (LGIP) which has the same liquidity of cash and is earning over 4.0% interest.

### **OTHER FUNDS**

In the **Street Fund**, revenues exceeded expenditures as of June 30, 2025, as ROW Permits year to date are higher than expected. Thus, revenues are 36.3% for the biennium vs the 25% target.

In the 2<sup>nd</sup> quarter, the **Transportation Capital Fund** had expenditures in the amount of \$531,945 on pedestrian safety projects & street maintenance. The fund received \$261,878 in grant reimbursements during the quarter.

The **Real Estate Excise Tax Fund** received \$415,568 of real estate excise taxes (REET) in the 2<sup>nd</sup> quarter 2025.

The **Park Impact Fee Fund** received \$209,501 in revenues during the quarter.

In the 2<sup>nd</sup> quarter, there was \$252,036 in revenue for the **Transportation Impact Fee Fund**.

The **Public Works Operations Center (PWOC) Fund** had \$600,350 in expenses for the second quarter. The Fund also earned over \$161,915K in investment interest. Expenses will pick up late in 2025 and then throughout 2026.

The **KAPE Fund** received \$1,014,473 in photo enforcement infraction revenue during the quarter which was offset by \$327,438 in expenses.

The **Transportation Benefit District Fund** received \$196,243 in vehicle license fees during the quarter.

### **SUMMARY**

In summary, the 2025-2026 biennium is starting out as anticipated. After some final adjustments, we ended 2024 with \$10.16 million of fund balance in the General Fund. For the second quarter of 2025, most revenues are coming in at or above target and some expenses are below budget due to the cyclical nature of the work and/or timing of invoices.

This concludes the financial report for the City of Kenmore as of the **2<sup>nd</sup> quarter 2025**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

City of Kenmore  
General Fund Summary Report  
June 30, 2025

|                              | CURRENT PERIOD 2025-2026   |                                         |                       |                                        | PREVIOUS PERIOD 2023-2024  |                            |                                        |                       |                                                   |
|------------------------------|----------------------------|-----------------------------------------|-----------------------|----------------------------------------|----------------------------|----------------------------|----------------------------------------|-----------------------|---------------------------------------------------|
|                              | 2nd Quarter<br><u>2025</u> | BIENNIUM<br>TO DATE<br><u>2025-2026</u> | % of<br><u>BUDGET</u> | BIENNIUM<br>BUDGET<br><u>2025-2026</u> | 2nd Quarter<br><u>2023</u> | 2nd Quarter<br><u>2024</u> | BIENNIUM<br>BUDGET<br><u>2023-2024</u> | % of<br><u>BUDGET</u> | AMENDED<br>BIENNIUM<br>BUDGET<br><u>2023-2024</u> |
| <b>REVENUES</b>              |                            |                                         |                       |                                        |                            |                            |                                        |                       |                                                   |
| Beginning Fund Balance       |                            | 10,164,323                              |                       | 10,164,323                             |                            |                            | 3,533,762                              |                       | 3,533,762                                         |
| Property Taxes               | 2,917,087                  | 3,234,103                               | 25.9%                 | 12,498,431                             | 2,686,664                  | 2,822,083                  | 11,535,470                             | 100.4%                | 11,493,841                                        |
| Sales and Use Taxes          | 809,395                    | 1,763,633                               | 23.7%                 | 7,450,866                              | 817,783                    | 868,915                    | 7,319,235                              | 101.2%                | 7,231,794                                         |
| Utility Taxes                | 765,085                    | 1,542,375                               | 31.0%                 | 4,973,585                              | 433,195                    | 831,151                    | 4,476,848                              | 101.7%                | 4,400,745                                         |
| Other Taxes                  | 55,943                     | 117,917                                 | 27.7%                 | 426,270                                | 33,350                     | 118,614                    | 397,996                                | 98.0%                 | 406,161                                           |
| Development Fees & Permits   | 1,016,576                  | 1,603,782                               | 58.0%                 | 2,765,396                              | 454,827                    | 663,047                    | 4,057,187                              | 161.4%                | 2,513,543                                         |
| Franchise Fees               | 191,707                    | 472,478                                 | 25.3%                 | 1,870,590                              | 193,684                    | 134,275                    | 1,754,134                              | 97.1%                 | 1,807,003                                         |
| Intergovernmental and Grants | 444,517                    | 858,071                                 | 28.5%                 | 3,007,995                              | 379,662                    | 210,781                    | 3,057,567                              | 100.0%                | 3,058,853                                         |
| Investment Interest          | 131,058                    | 230,639                                 | 51.3%                 | 450,000                                | 56,254                     | 100,052                    | 691,924                                | 230.6%                | 300,000                                           |
| Transfers and Other Revenues | 60,419                     | 93,782                                  | 5.7%                  | 1,632,231                              | 78,276                     | 55,776                     | 3,154,046                              | 179.7%                | 1,755,318                                         |
| Total Revenues               | 6,391,786                  | 9,916,779                               | 28.3%                 | 35,075,364                             | 5,133,695                  | 5,804,694                  | 36,444,406                             | 110.5%                | 32,967,258                                        |

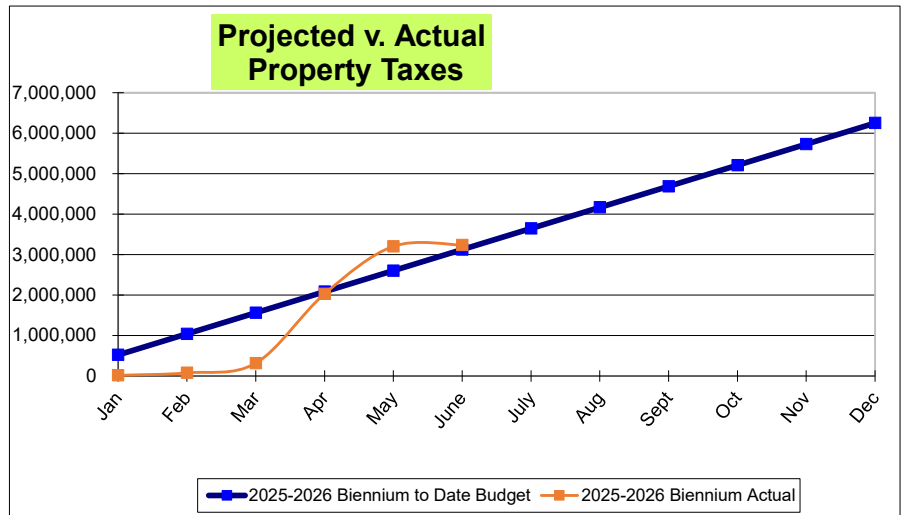
**City of Kenmore**  
**General Fund Summary Report**  
**June 30, 2025**

|                                    | CURRENT PERIOD 2025-2026   |                                         |                       |                                        | PREVIOUS PERIOD 2023-2024  |                            |                                        |                       |                                                   |
|------------------------------------|----------------------------|-----------------------------------------|-----------------------|----------------------------------------|----------------------------|----------------------------|----------------------------------------|-----------------------|---------------------------------------------------|
|                                    | 2nd Quarter<br><u>2025</u> | BIENNIUM<br>TO DATE<br><u>2025-2026</u> | % of<br><u>BUDGET</u> | BIENNIUM<br>BUDGET<br><u>2025-2026</u> | 2nd Quarter<br><u>2023</u> | 2nd Quarter<br><u>2024</u> | BIENNIUM<br>BUDGET<br><u>2023-2024</u> | % of<br><u>BUDGET</u> | AMENDED<br>BIENNIUM<br>BUDGET<br><u>2023-2024</u> |
| <b><u>EXPENDITURES</u></b>         |                            |                                         |                       |                                        |                            |                            |                                        |                       |                                                   |
| <u>Cost Center</u>                 |                            |                                         |                       |                                        |                            |                            |                                        |                       |                                                   |
| City Council                       | 43,709                     | 123,002                                 | 28.8%                 | 427,493                                | 39,591                     | 40,600                     | 436,524                                | 107.8%                | 405,013                                           |
| City Manager                       | 448,102                    | 822,422                                 | 26.0%                 | 3,159,453                              | 641,153                    | 247,433                    | 3,853,857                              | 105.8%                | 3,640,924                                         |
| City Clerk                         | 92,131                     | 261,884                                 | 25.8%                 | 1,015,892                              | 162,026                    | 217,296                    | 1,034,080                              | 105.7%                | 978,750                                           |
| Finance                            | 268,509                    | 1,197,667                               | 29.1%                 | 4,110,164                              | 200,099                    | 256,742                    | 2,955,953                              | 94.1%                 | 3,141,637                                         |
| Human Resources                    | 34,855                     | 48,659                                  | 28.3%                 | 172,000                                | 55,569                     | 22,628                     | 219,959                                | 43.1%                 | 510,304                                           |
| Legal                              | 67,523                     | 116,058                                 | 12.9%                 | 900,000                                | 105,083                    | 105,040                    | 925,980                                | 132.3%                | 700,000                                           |
| Interfund Transfers/Non Department | 0                          | 0                                       | 0.0%                  | 890,000                                | 0                          | 0                          | 2,031,527                              | 98.8%                 | 2,057,093                                         |
| Public Safety *                    | 2,109,159                  | 2,769,866                               | 25.2%                 | 11,007,281                             | 90,918                     | 2,033,283                  | 5,927,639                              | 59.5%                 | 9,956,950                                         |
| Special Projects                   | 29,194                     | 65,965                                  | 3.3%                  | 2,026,064                              | 0                          | 110,528                    | 365,024                                | 0.0%                  | 0                                                 |
| Engineering                        | 204,202                    | 346,284                                 | 27.1%                 | 1,279,178                              | 232,127                    | 249,763                    | 1,914,198                              | 109.7%                | 1,745,035                                         |
| Environmental Services             | 115,564                    | 189,085                                 | 30.1%                 | 627,909                                | 0                          | 55,048                     | 509,093                                | 0.0%                  | 572,820                                           |
| Housing & Human Services           | 173,232                    | 274,582                                 | 19.9%                 | 1,381,354                              | 0                          | 113,065                    | 835,167                                | 0.0%                  | 550,700                                           |
| Community Development              | 218,386                    | 424,283                                 | 26.2%                 | 1,619,205                              | 299,081                    | 205,390                    | 1,610,804                              | 79.0%                 | 2,038,723                                         |
| Developmental Services             | 400,688                    | 777,563                                 | 20.3%                 | 3,828,620                              | 365,815                    | 404,512                    | 3,294,762                              | 97.7%                 | 3,371,076                                         |
| Events, Volunteers, Recreation     | 118,068                    | 189,175                                 | 16.9%                 | 1,120,444                              | 0                          | 0                          | 0                                      | 0.0%                  | 0                                                 |
| Public Works Facility Maintenance  | 217,270                    | 480,470                                 | 24.5%                 | 1,963,153                              | 404,727                    | 549,230                    | 3,899,277                              | 104.9%                | 3,717,276                                         |
| Public Works Parks Maintenance     | 361,546                    | 539,092                                 | 20.5%                 | 2,635,966                              | 0                          | 0                          | 0                                      | 0.0%                  | 0                                                 |
| Total Expenditures                 | 4,902,139                  | 8,626,056                               | 22.6%                 | 38,164,176                             | 2,596,189                  | 4,610,559                  | 29,813,845                             | 89.3%                 | 33,386,301                                        |
| Expenditures (over) under Revenues | 1,489,647                  | 1,290,723                               |                       | (3,088,812)                            | 2,537,506                  | 1,194,135                  | 6,630,561                              |                       | (419,043)                                         |
| Ending Fund Balance                |                            | 11,455,046                              |                       | 7,075,511                              |                            |                            | 10,164,323                             |                       | 3,114,719                                         |

**City of Kenmore**  
**General Fund Revenue Graphs**  
**June 30, 2025**

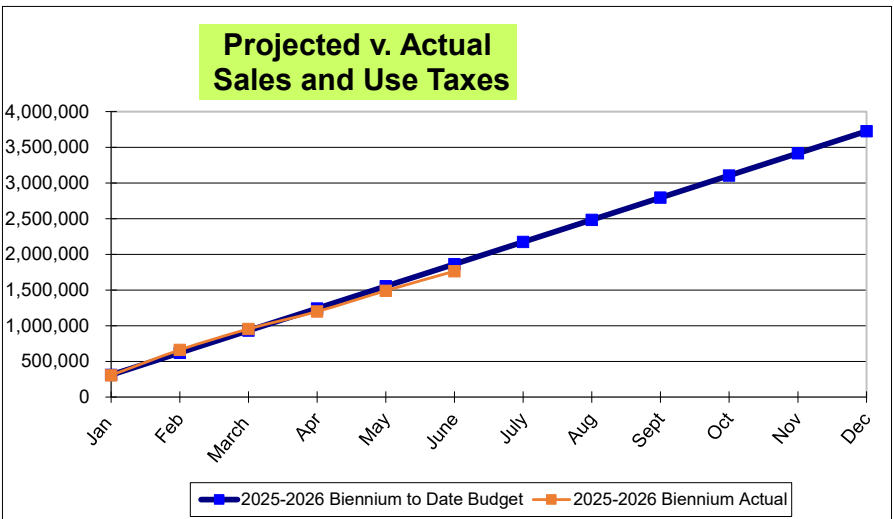
**PROPERTY TAXES**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 520,768                                 | 16,330                          |
| Feb                 | 1,041,536                               | 77,989                          |
| Mar                 | 1,562,304                               | 317,016                         |
| Apr                 | 2,083,072                               | 2,030,605                       |
| May                 | 2,603,840                               | 3,204,523                       |
| June                | 3,124,608                               | 3,234,103                       |
| July                | 3,645,376                               |                                 |
| Aug                 | 4,166,144                               |                                 |
| Sept                | 4,686,912                               |                                 |
| Oct                 | 5,207,680                               |                                 |
| Nov                 | 5,728,448                               |                                 |
| Dec                 | 6,249,216                               |                                 |
| 2025-26             | 6,249,216                               | 3,234,103                       |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 104%                            |



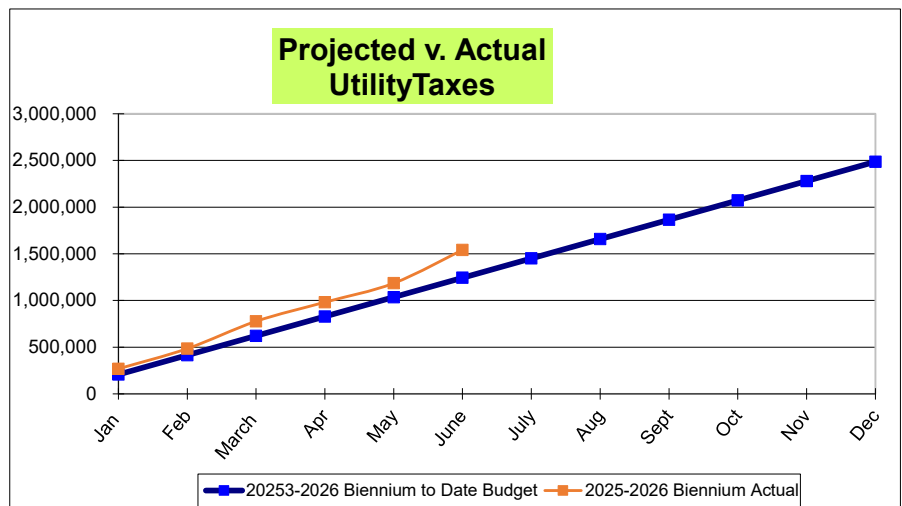
**SALES & USE TAXES**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 310,453                                 | 305,044                         |
| Feb                 | 620,906                                 | 660,937                         |
| March               | 931,358                                 | 954,237                         |
| Apr                 | 1,241,811                               | 1,198,547                       |
| May                 | 1,552,264                               | 1,490,398                       |
| June                | 1,862,717                               | 1,763,633                       |
| July                | 2,173,169                               |                                 |
| Aug                 | 2,483,622                               |                                 |
| Sept                | 2,794,075                               |                                 |
| Oct                 | 3,104,528                               |                                 |
| Nov                 | 3,414,980                               |                                 |
| Dec                 | 3,725,433                               |                                 |
| 2025-26             | 3,725,433                               | 1,763,633                       |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 95%                             |



**UTILITY TAXES**

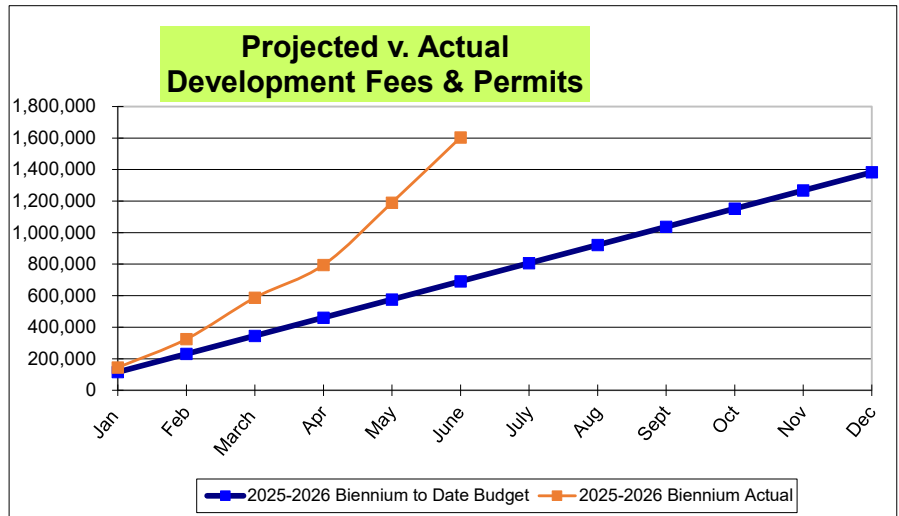
|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 207,233                                 | 268,545                         |
| Feb                 | 414,465                                 | 484,584                         |
| March               | 621,698                                 | 777,289                         |
| Apr                 | 828,931                                 | 981,863                         |
| May                 | 1,036,164                               | 1,185,050                       |
| June                | 1,243,396                               | 1,542,375                       |
| July                | 1,450,629                               |                                 |
| Aug                 | 1,657,862                               |                                 |
| Sept                | 1,865,094                               |                                 |
| Oct                 | 2,072,327                               |                                 |
| Nov                 | 2,279,560                               |                                 |
| Dec                 | 2,486,793                               |                                 |
| 2025-26             | 2,486,793                               | 1,542,375                       |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 124%                            |



**City of Kenmore**  
**General Fund Revenue Graphs**  
**June 30, 2025**

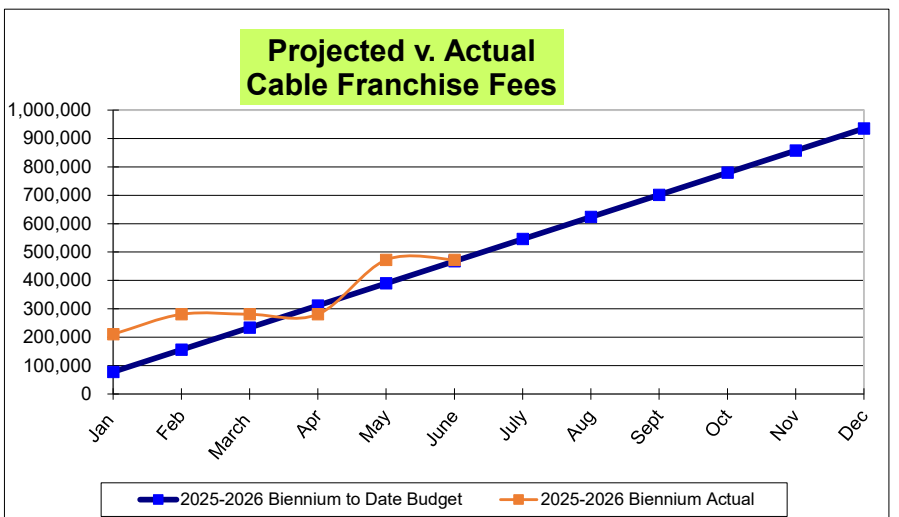
**DEVELOPMENT FEES & PERMITS**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 115,225                                 | 144,447                         |
| Feb                 | 230,450                                 | 324,497                         |
| March               | 345,675                                 | 587,205                         |
| Apr                 | 460,899                                 | 794,677                         |
| May                 | 576,124                                 | 1,190,745                       |
| June                | 691,349                                 | 1,603,782                       |
| July                | 806,574                                 |                                 |
| Aug                 | 921,799                                 |                                 |
| Sept                | 1,037,024                               |                                 |
| Oct                 | 1,152,248                               |                                 |
| Nov                 | 1,267,473                               |                                 |
| Dec                 | 1,382,698                               |                                 |
| 2025-26             | 1,382,698                               | 1,603,782                       |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 232%                            |



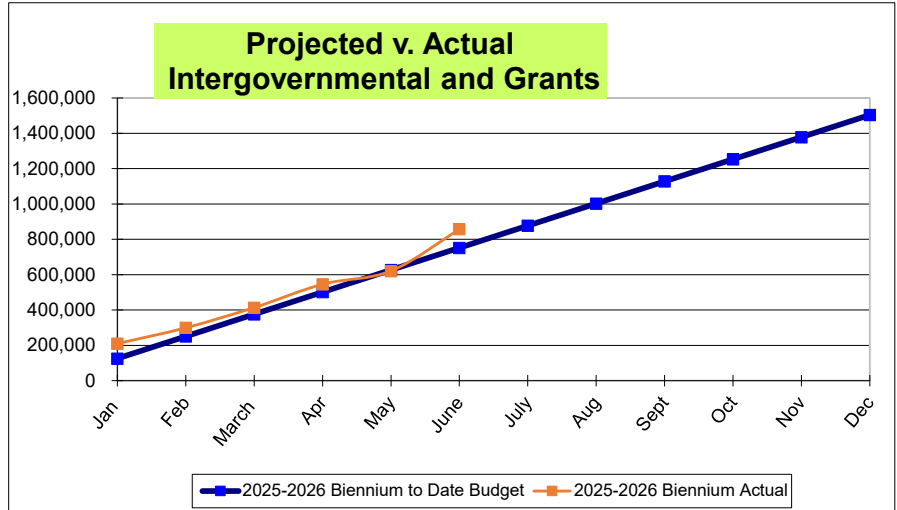
**CABLE/WATER/SEWER FRANCHISE FEES**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 77,941                                  | 210,591                         |
| Feb                 | 155,883                                 | 280,771                         |
| March               | 233,824                                 | 280,771                         |
| Apr                 | 311,765                                 | 280,771                         |
| May                 | 389,706                                 | 472,478                         |
| June                | 467,648                                 | 472,478                         |
| July                | 545,589                                 |                                 |
| Aug                 | 623,530                                 |                                 |
| Sept                | 701,471                                 |                                 |
| Oct                 | 779,413                                 |                                 |
| Nov                 | 857,354                                 |                                 |
| Dec                 | 935,295                                 |                                 |
| 2025-26             | 935,295                                 | 472,478                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 101%                            |



**INTERGOVERNMENTAL & GRANTS**

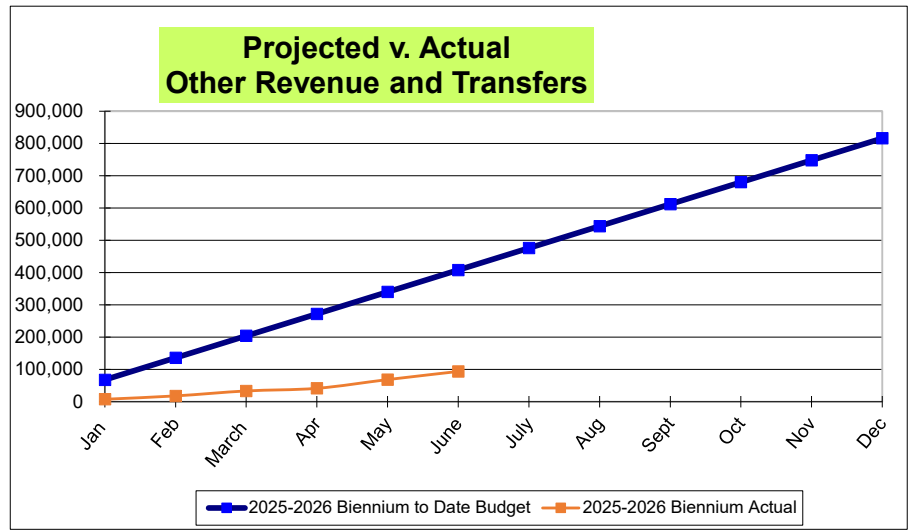
|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 125,333                                 | 209,496                         |
| Feb                 | 250,666                                 | 299,306                         |
| March               | 375,999                                 | 413,554                         |
| Apr                 | 501,333                                 | 545,812                         |
| May                 | 626,666                                 | 620,759                         |
| June                | 751,999                                 | 858,071                         |
| July                | 877,332                                 |                                 |
| Aug                 | 1,002,665                               |                                 |
| Sept                | 1,127,998                               |                                 |
| Oct                 | 1,253,331                               |                                 |
| Nov                 | 1,378,664                               |                                 |
| Dec                 | 1,503,998                               |                                 |
| 2025-26             | 1,503,998                               | 858,071                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 114%                            |



**City of Kenmore**  
**General Fund Revenue Graphs**  
**June 30, 2025**

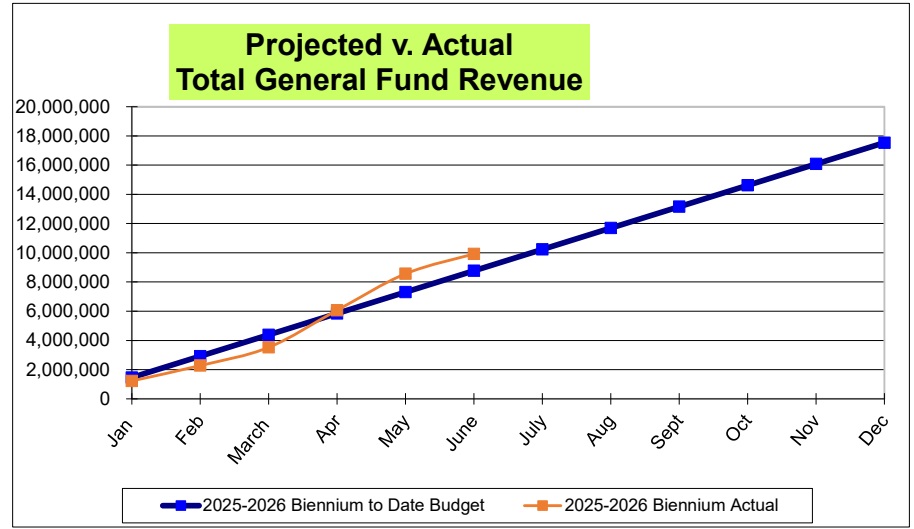
**OTHER REVENUES AND TRANSFERS**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 68,010                                  | 7,603                           |
| Feb                 | 136,019                                 | 18,006                          |
| March               | 204,029                                 | 33,364                          |
| Apr                 | 272,039                                 | 41,508                          |
| May                 | 340,048                                 | 68,523                          |
| June                | 408,058                                 | 93,782                          |
| July                | 476,067                                 |                                 |
| Aug                 | 544,077                                 |                                 |
| Sept                | 612,087                                 |                                 |
| Oct                 | 680,096                                 |                                 |
| Nov                 | 748,106                                 |                                 |
| Dec                 | 816,116                                 |                                 |
| 2025-26             | 816,116                                 | 93,782                          |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 23%                             |



**TOTAL GENERAL FUND REVENUE**

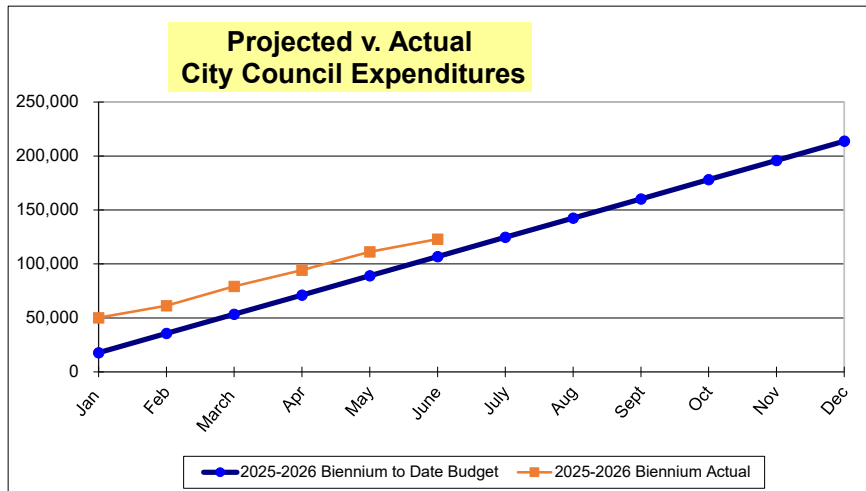
|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 1,461,474                               | 1,228,579                       |
| Feb                 | 2,922,947                               | 2,279,878                       |
| March               | 4,384,421                               | 3,524,993                       |
| Apr                 | 5,845,894                               | 6,066,781                       |
| May                 | 7,307,368                               | 8,563,523                       |
| June                | 8,768,841                               | 9,916,779                       |
| July                | 10,230,315                              |                                 |
| Aug                 | 11,691,788                              |                                 |
| Sept                | 13,153,262                              |                                 |
| Oct                 | 14,614,735                              |                                 |
| Nov                 | 16,076,209                              |                                 |
| Dec                 | 17,537,682                              |                                 |
| 2025-26             | 17,537,682                              | 9,916,779                       |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 113%                            |



**City of Kenmore**  
**General Fund Expenditure Graphs**  
**June 30, 2025**

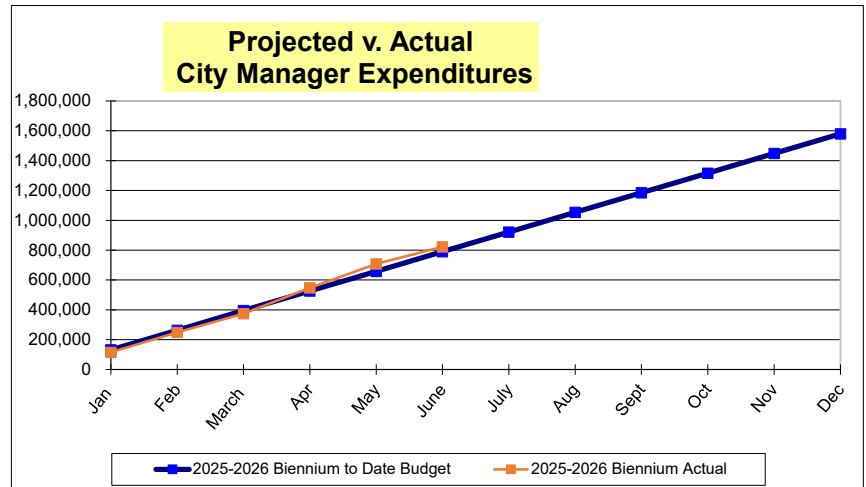
**CITY COUNCIL**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 17,812                                  | 50,204                          |
| Feb                 | 35,624                                  | 61,271                          |
| March               | 53,437                                  | 79,292                          |
| Apr                 | 71,249                                  | 94,210                          |
| May                 | 89,061                                  | 111,212                         |
| June                | 106,873                                 | 123,002                         |
| July                | 124,685                                 |                                 |
| Aug                 | 142,498                                 |                                 |
| Sept                | 160,310                                 |                                 |
| Oct                 | 178,122                                 |                                 |
| Nov                 | 195,934                                 |                                 |
| Dec                 | 213,747                                 |                                 |
| 2025-26             | 213,747                                 | 123,002                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 115%                            |



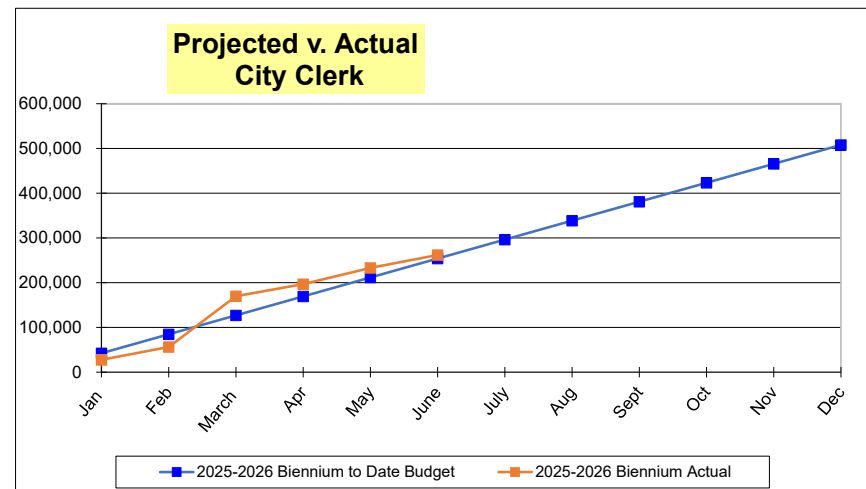
**CITY MANAGER**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 131,644                                 | 115,551                         |
| Feb                 | 263,288                                 | 248,702                         |
| March               | 394,932                                 | 374,319                         |
| Apr                 | 526,576                                 | 547,475                         |
| May                 | 658,219                                 | 708,433                         |
| June                | 789,863                                 | 822,422                         |
| July                | 921,507                                 |                                 |
| Aug                 | 1,053,151                               |                                 |
| Sept                | 1,184,795                               |                                 |
| Oct                 | 1,316,439                               |                                 |
| Nov                 | 1,448,083                               |                                 |
| Dec                 | 1,579,727                               |                                 |
| 2025-26             | 1,579,727                               | 822,422                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 104%                            |



**CITY CLERK**

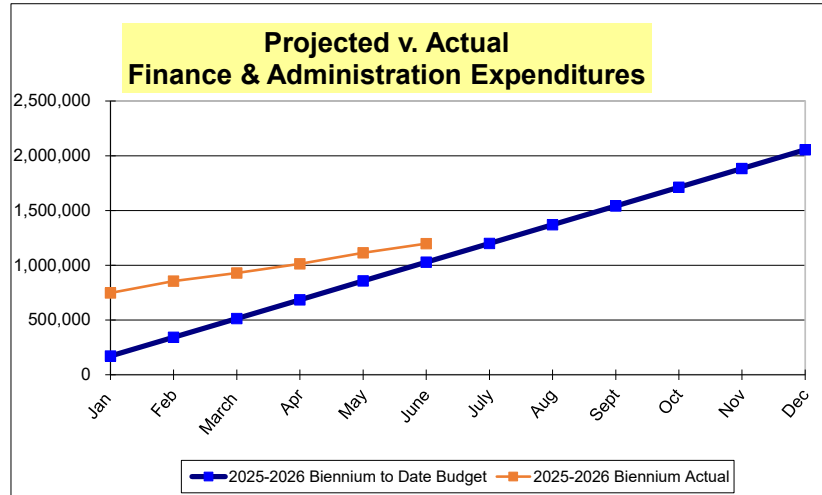
|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 42,329                                  | 27,583                          |
| Feb                 | 84,658                                  | 56,114                          |
| March               | 126,987                                 | 169,752                         |
| Apr                 | 169,315                                 | 196,603                         |
| May                 | 211,644                                 | 233,043                         |
| June                | 253,973                                 | 261,884                         |
| July                | 296,302                                 |                                 |
| Aug                 | 338,631                                 |                                 |
| Sept                | 380,960                                 |                                 |
| Oct                 | 423,288                                 |                                 |
| Nov                 | 465,617                                 |                                 |
| Dec                 | 507,946                                 |                                 |
| 2025-26             | 507,946                                 | 261,884                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 103%                            |



**City of Kenmore**  
**General Fund Expenditure Graphs**  
**June 30, 2025**

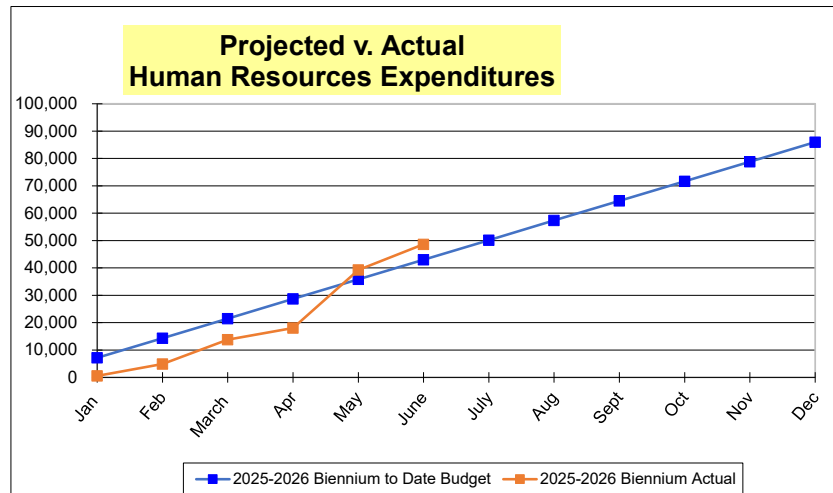
**FINANCE & ADMINISTRATION**

|                         | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|-------------------------|-----------------------------------------|---------------------------------|
| Jan                     | 171,257                                 | 747,251                         |
| Feb                     | 342,514                                 | 854,333                         |
| March                   | 513,771                                 | 929,158                         |
| Apr                     | 685,027                                 | 1,012,819                       |
| May                     | 856,284                                 | 1,113,708                       |
| June                    | 1,027,541                               | 1,197,667                       |
| July                    | 1,198,798                               |                                 |
| Aug                     | 1,370,055                               |                                 |
| Sept                    | 1,541,312                               |                                 |
| Oct                     | 1,712,568                               |                                 |
| Nov                     | 1,883,825                               |                                 |
| Dec                     | 2,055,082                               |                                 |
| 2025-26<br>Year To Date | 2,055,082                               | 1,197,667                       |
| Actual v. Projected     |                                         | 117%                            |



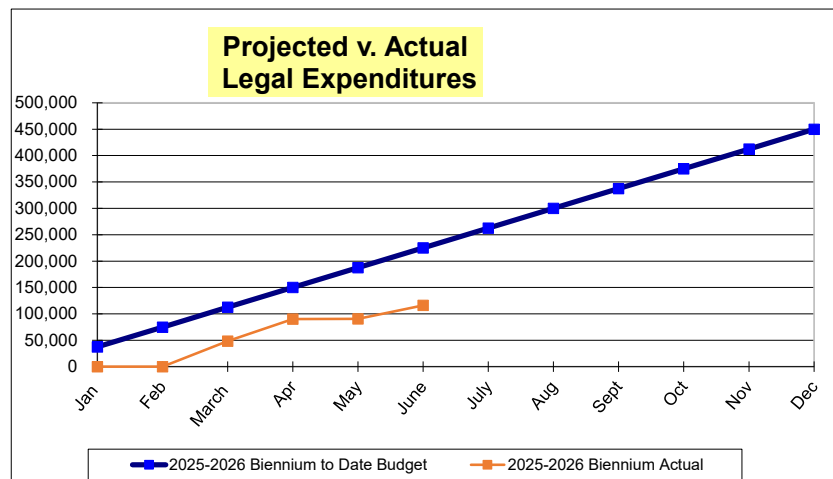
**HUMAN RESOURCES**

|                         | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|-------------------------|-----------------------------------------|---------------------------------|
| Jan                     | 7,167                                   | 559                             |
| Feb                     | 14,333                                  | 4,929                           |
| March                   | 21,500                                  | 13,804                          |
| Apr                     | 28,667                                  | 18,023                          |
| May                     | 35,833                                  | 39,296                          |
| June                    | 43,000                                  | 48,659                          |
| July                    | 50,167                                  |                                 |
| Aug                     | 57,333                                  |                                 |
| Sept                    | 64,500                                  |                                 |
| Oct                     | 71,667                                  |                                 |
| Nov                     | 78,833                                  |                                 |
| Dec                     | 86,000                                  |                                 |
| 2025-26<br>Year To Date | 86,000                                  | 48,659                          |
| Actual v. Projected     |                                         | 113%                            |



**LEGAL**

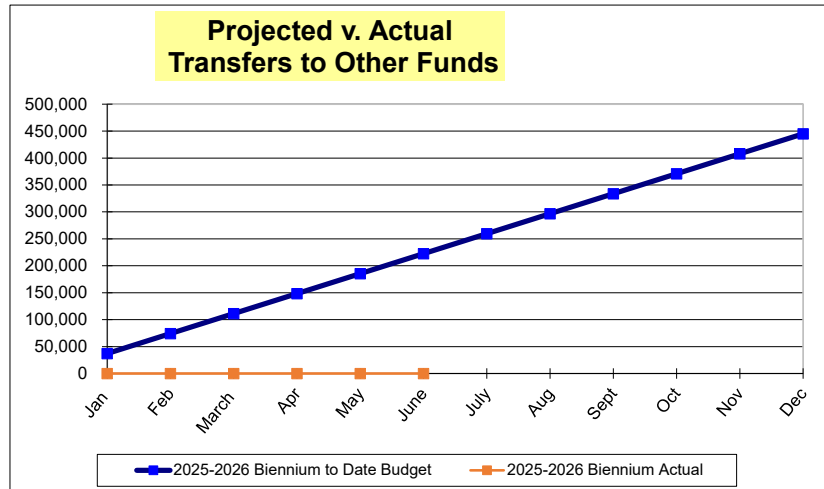
|                         | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|-------------------------|-----------------------------------------|---------------------------------|
| Jan                     | 37,500                                  | 0                               |
| Feb                     | 75,000                                  | 0                               |
| March                   | 112,500                                 | 48,535                          |
| Apr                     | 150,000                                 | 90,298                          |
| May                     | 187,500                                 | 90,413                          |
| June                    | 225,000                                 | 116,058                         |
| July                    | 262,500                                 |                                 |
| Aug                     | 300,000                                 |                                 |
| Sept                    | 337,500                                 |                                 |
| Oct                     | 375,000                                 |                                 |
| Nov                     | 412,500                                 |                                 |
| Dec                     | 450,000                                 |                                 |
| 2025-26<br>Year To Date | 450,000                                 | 116,058                         |
| Actual v. Projected     |                                         | 52%                             |



**City of Kenmore**  
**General Fund Expenditure Graphs**  
**June 30, 2025**

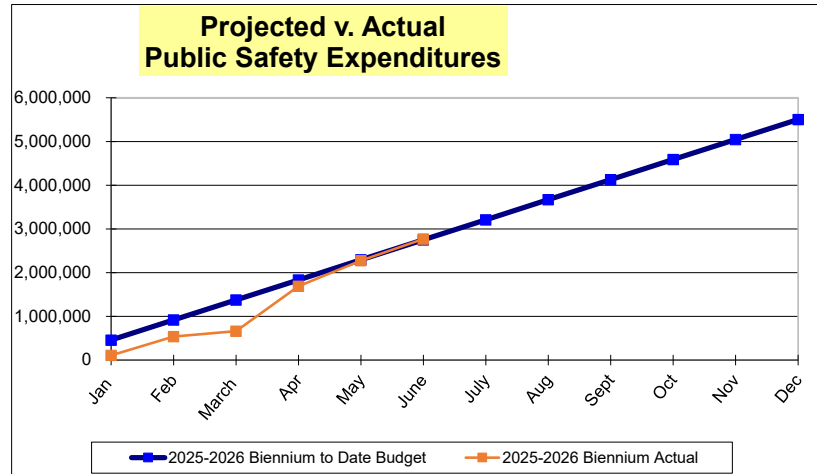
**TRANSFERS TO OTHER FUNDS**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 37,083                                  | 0                               |
| Feb                 | 74,167                                  | 0                               |
| March               | 111,250                                 | 0                               |
| Apr                 | 148,333                                 | 0                               |
| May                 | 185,417                                 | 0                               |
| June                | 222,500                                 | 0                               |
| July                | 259,583                                 |                                 |
| Aug                 | 296,667                                 |                                 |
| Sept                | 333,750                                 |                                 |
| Oct                 | 370,833                                 |                                 |
| Nov                 | 407,917                                 |                                 |
| Dec                 | 445,000                                 |                                 |
| 2025-26             | 445,000                                 | 0                               |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 0%                              |



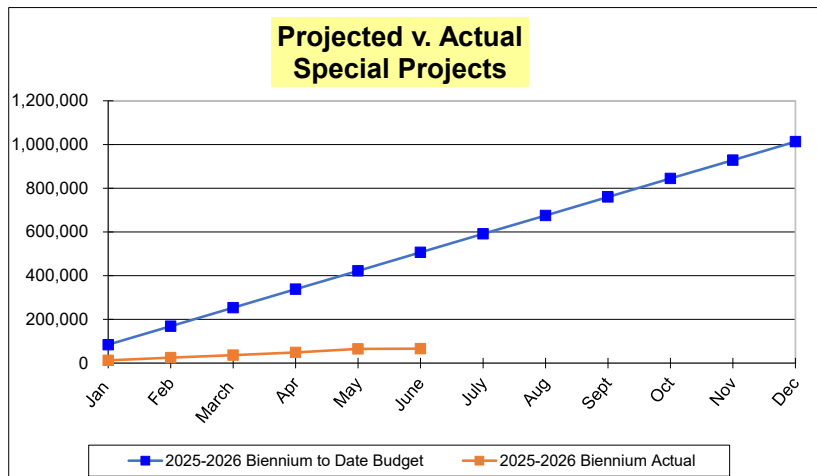
**PUBLIC SAFETY**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 458,637                                 | 107,175                         |
| Feb                 | 917,273                                 | 539,008                         |
| March               | 1,375,910                               | 660,707                         |
| Apr                 | 1,834,547                               | 1,688,234                       |
| May                 | 2,293,184                               | 2,275,778                       |
| June                | 2,751,820                               | 2,769,866                       |
| July                | 3,210,457                               |                                 |
| Aug                 | 3,669,094                               |                                 |
| Sept                | 4,127,730                               |                                 |
| Oct                 | 4,586,367                               |                                 |
| Nov                 | 5,045,004                               |                                 |
| Dec                 | 5,503,641                               |                                 |
| 2025-26             | 5,503,641                               | 2,769,866                       |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 101%                            |



**SPECIAL PROJECTS**

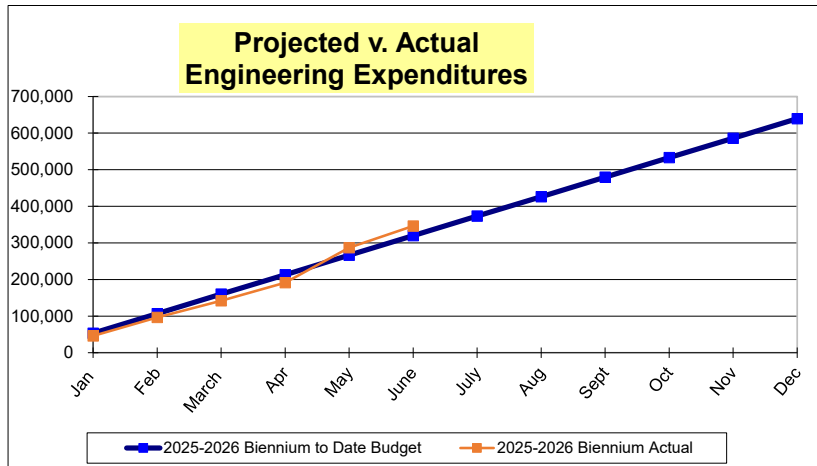
|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 84,419                                  | 12,473                          |
| Feb                 | 168,839                                 | 24,622                          |
| March               | 253,258                                 | 36,772                          |
| Apr                 | 337,677                                 | 48,918                          |
| May                 | 422,097                                 | 64,882                          |
| June                | 506,516                                 | 65,965                          |
| July                | 590,935                                 |                                 |
| Aug                 | 675,355                                 |                                 |
| Sept                | 759,774                                 |                                 |
| Oct                 | 844,193                                 |                                 |
| Nov                 | 928,613                                 |                                 |
| Dec                 | 1,013,032                               |                                 |
| 2025-26             | 1,013,032                               | 65,965                          |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 13%                             |



**City of Kenmore**  
**General Fund Expenditure Graphs**  
**June 30, 2025**

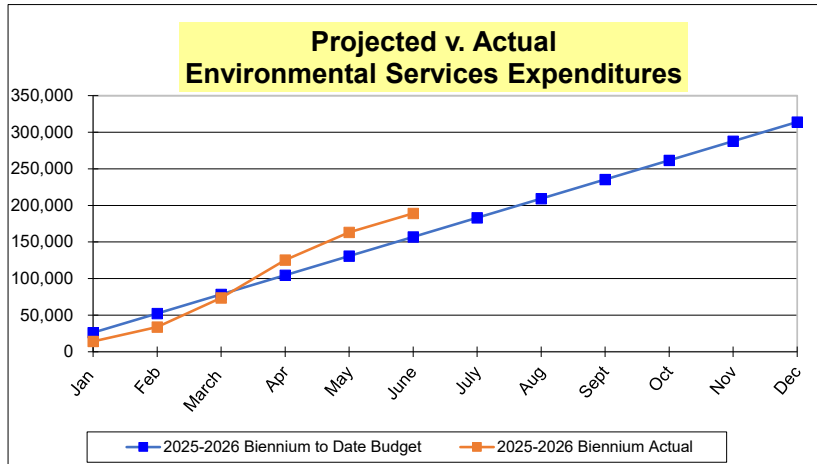
**ENGINEERING**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 53,299                                  | 45,914                          |
| Feb                 | 106,598                                 | 96,150                          |
| March               | 159,897                                 | 142,082                         |
| Apr                 | 213,196                                 | 191,202                         |
| May                 | 266,495                                 | 287,077                         |
| June                | 319,795                                 | 346,284                         |
| July                | 373,094                                 |                                 |
| Aug                 | 426,393                                 |                                 |
| Sept                | 479,692                                 |                                 |
| Oct                 | 532,991                                 |                                 |
| Nov                 | 586,290                                 |                                 |
| Dec                 | 639,589                                 |                                 |
| 2025-26             | 639,589                                 | 346,284                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 108%                            |



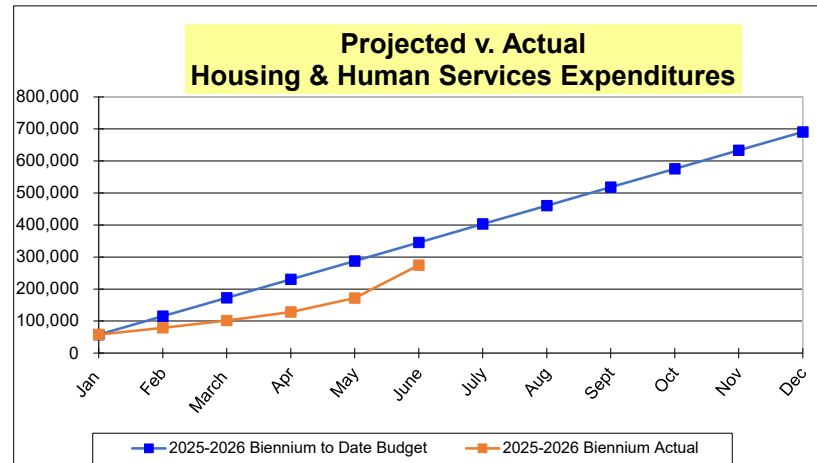
**Environmental Services**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 26,163                                  | 14,161                          |
| Feb                 | 52,326                                  | 33,816                          |
| March               | 78,489                                  | 73,521                          |
| Apr                 | 104,652                                 | 125,398                         |
| May                 | 130,814                                 | 163,125                         |
| June                | 156,977                                 | 189,085                         |
| July                | 183,140                                 |                                 |
| Aug                 | 209,303                                 |                                 |
| Sept                | 235,466                                 |                                 |
| Oct                 | 261,629                                 |                                 |
| Nov                 | 287,792                                 |                                 |
| Dec                 | 313,955                                 |                                 |
| 2025-26             | 313,955                                 | 189,085                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 120%                            |



**Housing & Human Services**

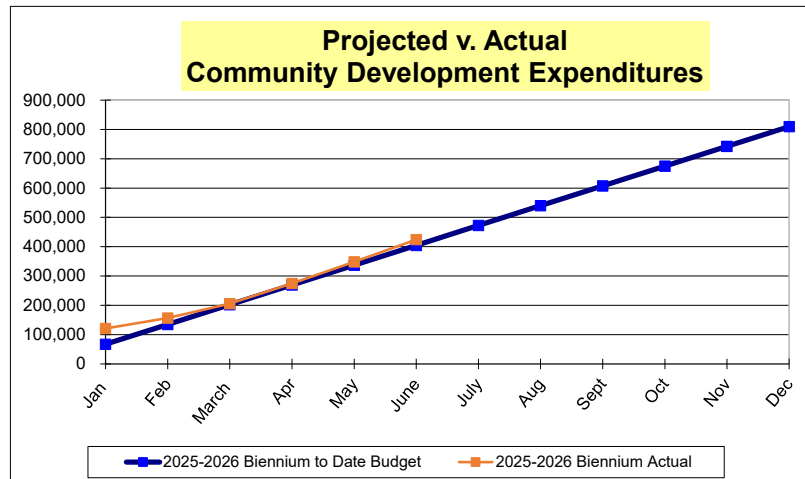
|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 57,556                                  | 57,752                          |
| Feb                 | 115,113                                 | 78,934                          |
| March               | 172,669                                 | 101,350                         |
| Apr                 | 230,226                                 | 128,319                         |
| May                 | 287,782                                 | 171,833                         |
| June                | 345,339                                 | 274,582                         |
| July                | 402,895                                 |                                 |
| Aug                 | 460,451                                 |                                 |
| Sept                | 518,008                                 |                                 |
| Oct                 | 575,564                                 |                                 |
| Nov                 | 633,121                                 |                                 |
| Dec                 | 690,677                                 |                                 |
| 2025-26             | 690,677                                 | 274,582                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 80%                             |



**City of Kenmore**  
**General Fund Expenditure Graphs**  
**June 30, 2025**

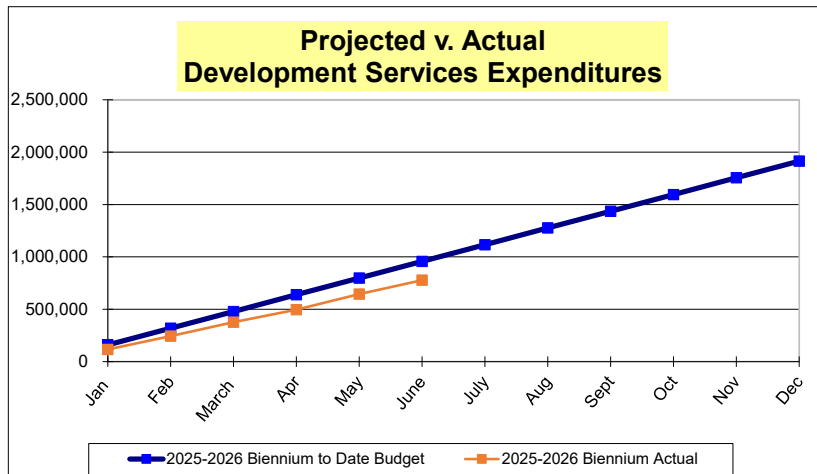
**COMMUNITY DEVELOPMENT**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 67,467                                  | 121,010                         |
| Feb                 | 134,934                                 | 156,788                         |
| March               | 202,401                                 | 205,897                         |
| Apr                 | 269,868                                 | 274,293                         |
| May                 | 337,334                                 | 348,073                         |
| June                | 404,801                                 | 424,283                         |
| July                | 472,268                                 |                                 |
| Aug                 | 539,735                                 |                                 |
| Sept                | 607,202                                 |                                 |
| Oct                 | 674,669                                 |                                 |
| Nov                 | 742,136                                 |                                 |
| Dec                 | 809,603                                 |                                 |
| 2025-26             | 809,603                                 | 424,283                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 105%                            |



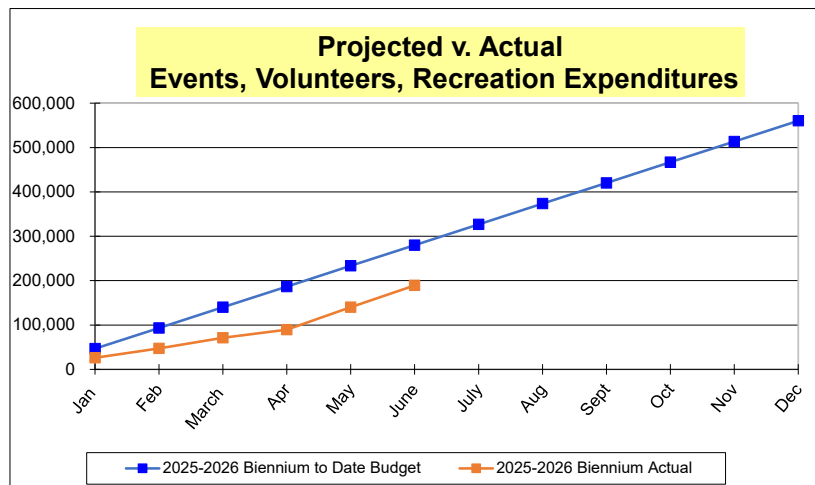
**DEVELOPMENT SERVICES**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 159,526                                 | 116,740                         |
| Feb                 | 319,052                                 | 242,730                         |
| March               | 478,578                                 | 376,875                         |
| Apr                 | 638,103                                 | 496,378                         |
| May                 | 797,629                                 | 645,644                         |
| June                | 957,155                                 | 777,563                         |
| July                | 1,116,681                               |                                 |
| Aug                 | 1,276,207                               |                                 |
| Sept                | 1,435,733                               |                                 |
| Oct                 | 1,595,258                               |                                 |
| Nov                 | 1,754,784                               |                                 |
| Dec                 | 1,914,310                               |                                 |
| 2025-26             | 1,914,310                               | 777,563                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 81%                             |



**EVENTS, VOLUNTEERS, RECREATION**

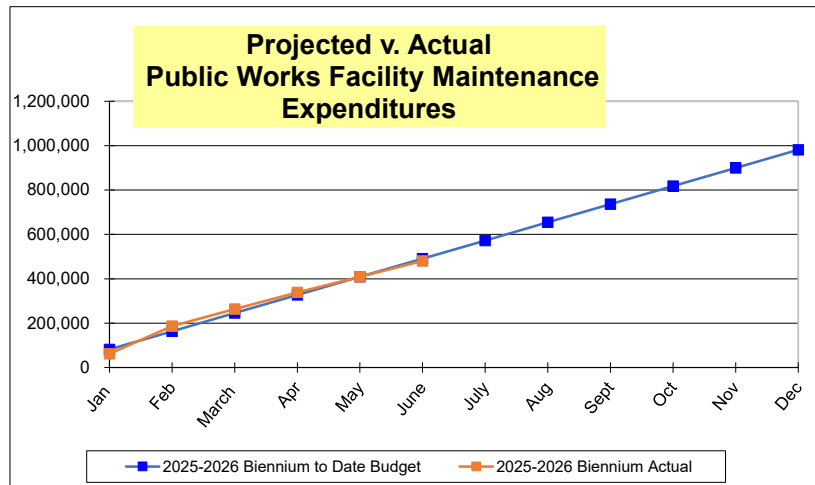
|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 46,685                                  | 26,117                          |
| Feb                 | 93,370                                  | 47,296                          |
| March               | 140,056                                 | 71,106                          |
| Apr                 | 186,741                                 | 89,437                          |
| May                 | 233,426                                 | 140,072                         |
| June                | 280,111                                 | 189,175                         |
| July                | 326,796                                 |                                 |
| Aug                 | 373,481                                 |                                 |
| Sept                | 420,167                                 |                                 |
| Oct                 | 466,852                                 |                                 |
| Nov                 | 513,537                                 |                                 |
| Dec                 | 560,222                                 |                                 |
| 2025-26             | 560,222                                 | 189,175                         |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 68%                             |



**City of Kenmore**  
**General Fund Expenditure Graphs**  
**June 30, 2025**

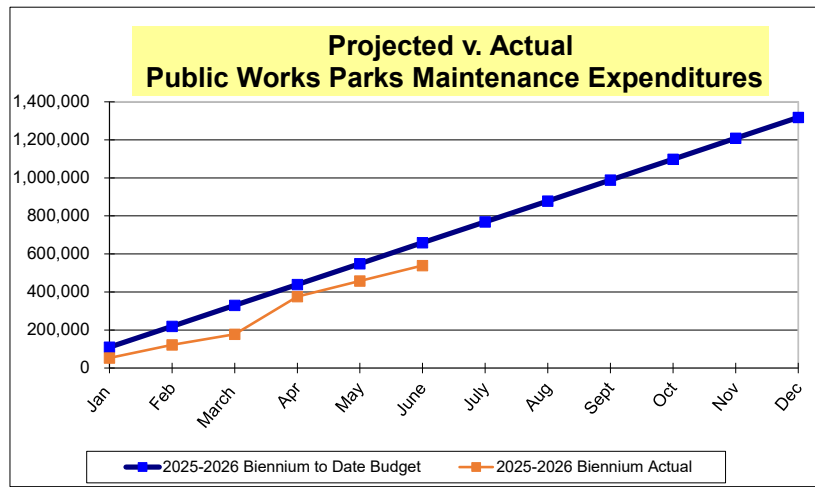
**PUBLIC WORKS FACILITY MAINTENANCE**

|                         | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|-------------------------|-----------------------------------------|---------------------------------|
| Jan                     | 81,798                                  | 62,088                          |
| Feb                     | 163,596                                 | 186,348                         |
| March                   | 245,394                                 | 263,200                         |
| Apr                     | 327,192                                 | 338,979                         |
| May                     | 408,990                                 | 408,623                         |
| June                    | 490,788                                 | 480,470                         |
| July                    | 572,586                                 |                                 |
| Aug                     | 654,384                                 |                                 |
| Sept                    | 736,182                                 |                                 |
| Oct                     | 817,980                                 |                                 |
| Nov                     | 899,778                                 |                                 |
| Dec                     | 981,577                                 |                                 |
| 2025-26<br>Year To Date | 981,577                                 | 480,470                         |
| Actual v. Projected     |                                         | 98%                             |



**PUBLIC WORKS PARKS MAINTENANCE**

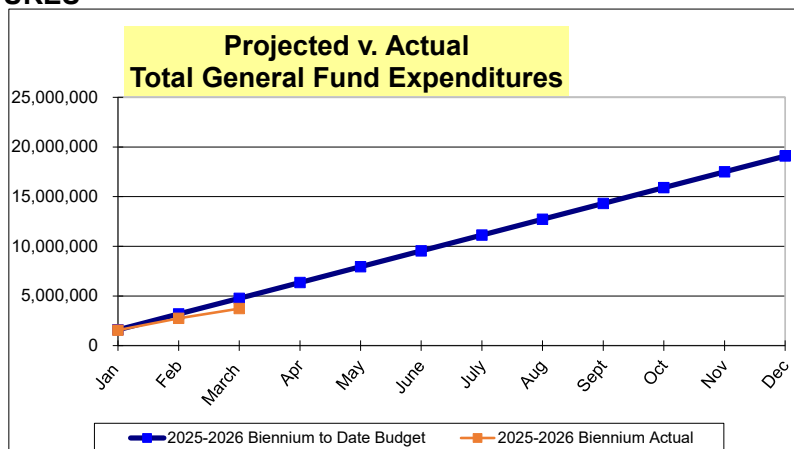
|                         | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|-------------------------|-----------------------------------------|---------------------------------|
| Jan                     | 109,832                                 | 53,048                          |
| Feb                     | 219,664                                 | 122,183                         |
| March                   | 329,496                                 | 177,547                         |
| Apr                     | 439,328                                 | 375,493                         |
| May                     | 549,160                                 | 457,561                         |
| June                    | 658,992                                 | 539,092                         |
| July                    | 768,823                                 |                                 |
| Aug                     | 878,655                                 |                                 |
| Sept                    | 988,487                                 |                                 |
| Oct                     | 1,098,319                               |                                 |
| Nov                     | 1,208,151                               |                                 |
| Dec                     | 1,317,983                               |                                 |
| 2025-26<br>Year To Date | 1,317,983                               | 539,092                         |
| Actual v. Projected     |                                         | 82%                             |



**City of Kenmore**  
**General Fund Expenditure Graphs**  
**June 30, 2025**

**TOTAL GENERAL FUND EXPENDITURES**

|                     | 2025-2026<br>Biennium to Date<br>Budget | 2025-2026<br>Biennium<br>Actual |
|---------------------|-----------------------------------------|---------------------------------|
| Jan                 | 1,590,174                               | 1,557,627                       |
| Feb                 | 3,180,348                               | 2,753,225                       |
| March               | 4,770,522                               | 3,723,917                       |
| Apr                 | 6,360,696                               |                                 |
| May                 | 7,950,870                               |                                 |
| June                | 9,541,044                               |                                 |
| July                | 11,131,218                              |                                 |
| Aug                 | 12,721,392                              |                                 |
| Sept                | 14,311,566                              |                                 |
| Oct                 | 15,901,740                              |                                 |
| Nov                 | 17,491,914                              |                                 |
| Dec                 | 19,082,088                              |                                 |
| 2025-26             | 19,082,088                              | 8,626,056                       |
| Year To Date        |                                         |                                 |
| Actual v. Projected |                                         | 78%                             |



**City of Kenmore**  
**Street Fund Summary Report**  
**June 30, 2025**

| CURRENT PERIOD 2025 - 2026                |                |                                 |               |                  |
|-------------------------------------------|----------------|---------------------------------|---------------|------------------|
|                                           | 2nd Quarter    | BIENNIUM TO                     | % of          | BUDGET           |
|                                           | <u>2025</u>    | <u>DATE</u><br><u>2025-2026</u> | <u>BUDGET</u> | <u>2025-2026</u> |
| <b>REVENUES</b>                           |                |                                 |               |                  |
| <b>Beginning Fund Balance</b>             |                | <b>2,384,161</b>                |               | <b>2,384,161</b> |
| Fuel Tax                                  | 104,400        | 184,729                         | 24.4%         | 756,200          |
| Investment Interest                       | 25,299         | 44,547                          | 46.9%         | 95,000           |
| ROW Permit Fees/Inspections               | 273,457        | 344,082                         | 138.5%        | 248,508          |
| Multimodal Transportation                 | 7,707          | 15,415                          | 23.6%         | 65,233           |
| Insurance Recovery                        | 4,642          | 5,520                           | 0.0%          | 0                |
| MVA Transportation City/Plat Street Signs | 6,823          | 13,567                          | 23.3%         | 58,290           |
| Transfer from TBD                         | 181,250        | 362,500                         | 25.0%         | 1,450,000        |
| <b>Total Revenues</b>                     | <b>603,579</b> | <b>970,360</b>                  | <b>36.3%</b>  | <b>2,673,231</b> |

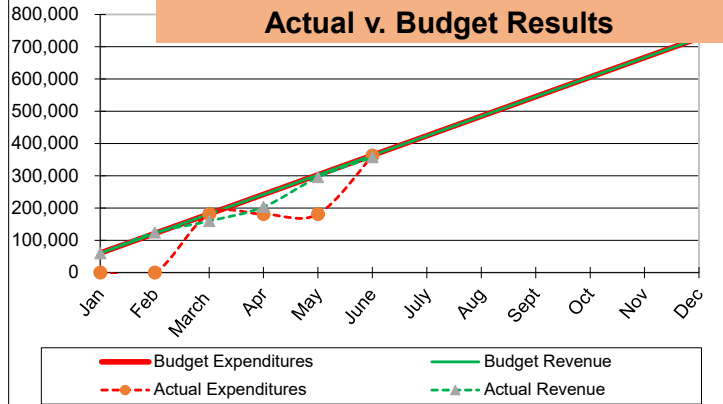
| CURRENT PERIOD 2025 - 2026        |                |                                 |               |                  |
|-----------------------------------|----------------|---------------------------------|---------------|------------------|
|                                   | 2nd Quarter    | BIENNIUM TO                     | % of          | BUDGET           |
|                                   | <u>2025</u>    | <u>DATE</u><br><u>2025-2026</u> | <u>BUDGET</u> | <u>2025-2026</u> |
| <b>EXPENDITURES</b>               |                |                                 |               |                  |
| Salary and Benefits               | 131,463        | 238,751                         | 22.7%         | 1,052,699        |
| Maintenance & Operations          | 256,449        | 585,809                         | 28.9%         | 2,026,025        |
| <b>Total Expenditures</b>         | <b>387,912</b> | <b>824,560</b>                  | <b>26.8%</b>  | <b>3,078,724</b> |
| Revenue over (under) Expenditures | 215,667        | 145,800                         |               | (405,493)        |
| <b>Ending Fund Balance</b>        |                | <b>2,529,961</b>                |               | <b>1,978,668</b> |

**City of Kenmore**  
**Other Funds Monthly Activity**  
**June 30, 2025**

**TRANSPORTATION BENEFIT DISTRICT FUND**

|                                         | 2025-2026<br>Budget<br>Expenditures | 2025-2026<br>Actual<br>Expenditures | 2025-2026<br>Budget<br>Revenue | 2025-2026<br>Actual<br>Revenue |
|-----------------------------------------|-------------------------------------|-------------------------------------|--------------------------------|--------------------------------|
| Jan                                     | 60,417                              | 0                                   | 60,597                         | 59,411                         |
| Feb                                     | 120,834                             | 0                                   | 121,194                        | 123,979                        |
| March                                   | 181,250                             | 181,250                             | 181,791                        | 159,616                        |
| Apr                                     | 241,667                             | 181,250                             | 242,388                        | 203,645                        |
| May                                     | 302,084                             | 181,250                             | 302,985                        | 295,634                        |
| June                                    | 362,501                             | 362,500                             | 363,582                        | 357,377                        |
| July                                    | 422,918                             |                                     | 424,179                        |                                |
| Aug                                     | 483,335                             |                                     | 484,776                        |                                |
| Sept                                    | 543,752                             |                                     | 545,373                        |                                |
| Oct                                     | 604,169                             |                                     | 605,970                        |                                |
| Nov                                     | 664,586                             |                                     | 666,567                        |                                |
| Dec                                     | 725,000                             |                                     | 727,168                        |                                |
| 2025                                    | 725,000                             |                                     | 727,168                        |                                |
| Total Actual to Date vs<br>Total Budget |                                     | 100%                                |                                | 98%                            |

**TRANSPORTATION BENEFIT DISTRICT  
FUND**  
**Actual v. Budget Results**

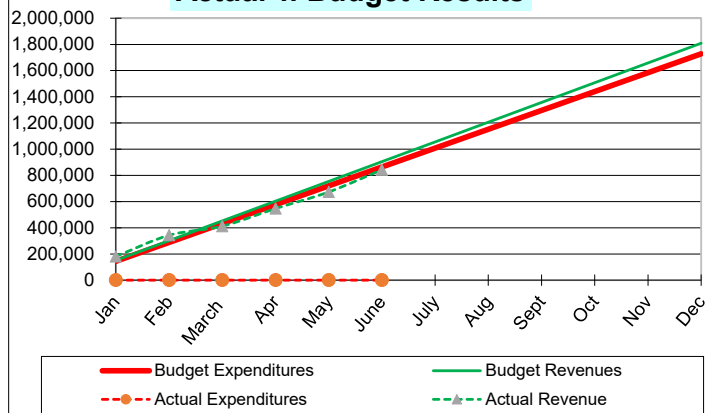


The Transportation Benefit District fund accounts for the \$40 vehicle license tab fees levied on vehicles located in the Kenmore city limits. The revenue generated will be used in maintaining the City's transportation system.

**REAL ESTATE EXCISE TAX FUND**

|                                         | 2025-2026<br>Budget<br>Expenditures | 2025-2026<br>Actual<br>Expenditures | 2025-2026<br>Budget<br>Revenue | 2025-2026<br>Actual<br>Revenue |
|-----------------------------------------|-------------------------------------|-------------------------------------|--------------------------------|--------------------------------|
| Jan                                     | 143,999                             | 0                                   | 150,750                        | 181,173                        |
| Feb                                     | 287,998                             | 0                                   | 301,500                        | 342,522                        |
| March                                   | 431,997                             | 0                                   | 452,250                        | 411,937                        |
| Apr                                     | 575,996                             | 0                                   | 603,000                        | 546,346                        |
| May                                     | 719,995                             | 0                                   | 753,750                        | 673,147                        |
| June                                    | 863,994                             | 0                                   | 904,500                        | 843,190                        |
| July                                    | 1,007,993                           |                                     | 1,055,250                      |                                |
| Aug                                     | 1,151,992                           |                                     | 1,206,000                      |                                |
| Sept                                    | 1,295,991                           |                                     | 1,356,750                      |                                |
| Oct                                     | 1,439,990                           |                                     | 1,507,500                      |                                |
| Nov                                     | 1,583,989                           |                                     | 1,658,250                      |                                |
| Dec                                     | 1,727,988                           |                                     | 1,809,000                      |                                |
| 2025                                    | 1,727,988                           |                                     | 1,809,000                      |                                |
| Total Actual to Date vs<br>Total Budget |                                     | 0%                                  |                                | 93%                            |

**REET**  
**Actual v. Budget Results**

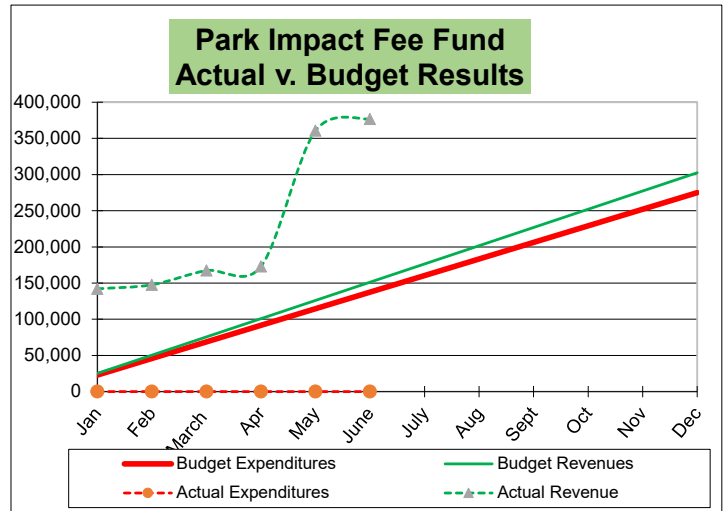


The Real Estate Excise Tax Fund accounts for the 1/2% real estate excise taxes levied by the City which are restricted to capital projects and improvements. Expenditures include transfers to the Park Capital Fund for park improvements and Transportation Capital Fund for transportation improvements.

**City of Kenmore**  
**Other Funds Monthly Activity**  
**June 30, 2025**

**PARK IMPACT FEE FUND**

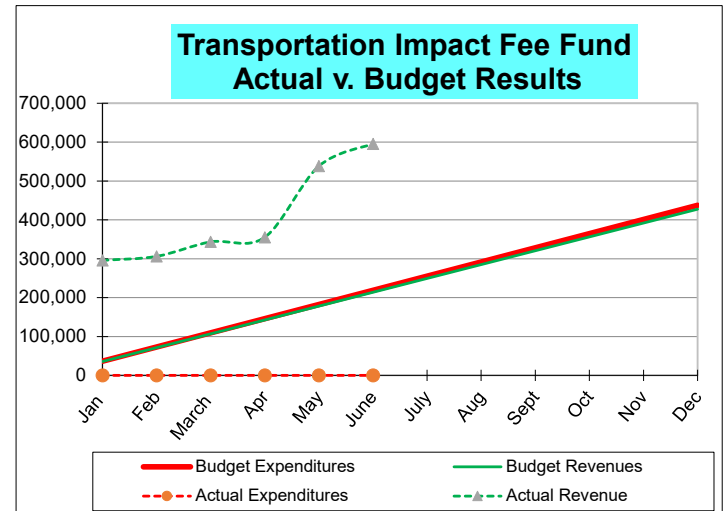
|                                         | 2025-2026<br>Budget<br>Expenditures | 2025-2026<br>Actual<br>Expenditures | 2025-2026<br>Budget<br>Revenue | 2025-2026<br>Actual<br>Revenue |
|-----------------------------------------|-------------------------------------|-------------------------------------|--------------------------------|--------------------------------|
| Jan                                     | 22,917                              | 0                                   | 25,208                         | 142,087                        |
| Feb                                     | 45,834                              | 0                                   | 50,416                         | 147,665                        |
| March                                   | 68,750                              | 0                                   | 75,625                         | 167,317                        |
| Apr                                     | 91,667                              | 0                                   | 100,833                        | 173,031                        |
| May                                     | 114,584                             | 0                                   | 126,041                        | 360,596                        |
| June                                    | 137,500                             | 0                                   | 151,250                        | 376,818                        |
| July                                    | 160,417                             |                                     | 176,458                        |                                |
| Aug                                     | 183,334                             |                                     | 201,666                        |                                |
| Sept                                    | 206,250                             |                                     | 226,875                        |                                |
| Oct                                     | 229,167                             |                                     | 252,083                        |                                |
| Nov                                     | 252,084                             |                                     | 277,291                        |                                |
| Dec                                     | 275,000                             |                                     | 302,500                        |                                |
| 2025                                    | 275,000                             |                                     | 302,500                        |                                |
| Total Actual to Date vs<br>Total Budget |                                     | 0%                                  |                                | 249%                           |



**This fund accounts for City imposed park impact fees on new development. Expenditures are for public park acquisitions and improvements.**

**TRANSPORTATION IMPACT FEE FUND**

|                                         | 2025-2026<br>Budget<br>Expenditures | 2025-2026<br>Actual<br>Expenditures | 2025-2026<br>Budget<br>Revenue | 2025-2026<br>Actual<br>Revenue |
|-----------------------------------------|-------------------------------------|-------------------------------------|--------------------------------|--------------------------------|
| Jan                                     | 36,458                              | 0                                   | 35,625                         | 295,737                        |
| Feb                                     | 72,916                              | 0                                   | 71,250                         | 306,195                        |
| March                                   | 109,375                             | 0                                   | 106,875                        | 343,458                        |
| Apr                                     | 145,833                             | 0                                   | 142,500                        | 355,278                        |
| May                                     | 182,291                             | 0                                   | 178,125                        | 538,188                        |
| June                                    | 218,750                             | 0                                   | 213,750                        | 595,494                        |
| July                                    | 255,208                             |                                     | 249,375                        |                                |
| Aug                                     | 291,666                             |                                     | 285,000                        |                                |
| Sept                                    | 328,125                             |                                     | 320,625                        |                                |
| Oct                                     | 364,583                             |                                     | 356,250                        |                                |
| Nov                                     | 401,041                             |                                     | 391,875                        |                                |
| Dec                                     | 437,500                             |                                     | 427,500                        |                                |
| 2025                                    | 437,500                             |                                     | 427,500                        |                                |
| Total Actual to Date vs<br>Total Budget |                                     | 0%                                  |                                | 279%                           |

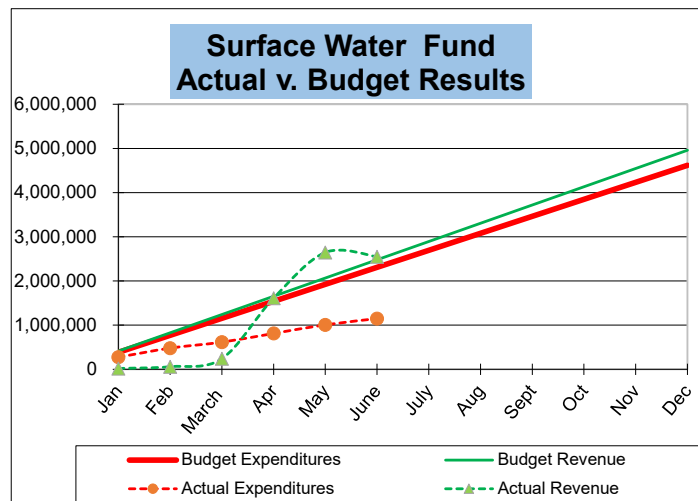


**This fund accounts for City imposed transportation impact fees on new development. Expenditures are for public transportation improvements.**

**City of Kenmore**  
**Other Funds Monthly Activity**  
**June 30, 2025**

**SURFACE WATER MANAGEMENT FUND**

|                                         | 2025-2026<br>Budget<br>Expenditures | 2025-2026<br>Actual<br>Expenditures | 2025-2026<br>Budget<br>Revenue | 2025-2026<br>Actual<br>Revenue |
|-----------------------------------------|-------------------------------------|-------------------------------------|--------------------------------|--------------------------------|
| Jan                                     | 384,807                             | 275,323                             | 413,268                        | 19,050                         |
| Feb                                     | 769,614                             | 479,752                             | 826,536                        | 58,996                         |
| March                                   | 1,154,421                           | 614,807                             | 1,239,804                      | 240,098                        |
| Apr                                     | 1,539,228                           | 811,781                             | 1,653,072                      | 1,610,676                      |
| May                                     | 1,924,035                           | 1,006,427                           | 2,066,340                      | 2,646,116                      |
| June                                    | 2,308,842                           | 1,148,214                           | 2,479,608                      | 2,548,934                      |
| July                                    | 2,693,649                           |                                     | 2,892,876                      |                                |
| Aug                                     | 3,078,456                           |                                     | 3,306,144                      |                                |
| Sept                                    | 3,463,263                           |                                     | 3,719,412                      |                                |
| Oct                                     | 3,848,070                           |                                     | 4,132,680                      |                                |
| Nov                                     | 4,232,877                           |                                     | 4,545,948                      |                                |
| Dec                                     | 4,617,685                           |                                     | 4,959,215                      |                                |
| 2025                                    | 4,617,685                           |                                     | 4,959,215                      |                                |
| Total Actual to Date vs<br>Total Budget |                                     | 50%                                 |                                | 103%                           |



**This fund accounts for receipts from surface water assessments. The assessments are collected through the property tax billings; the majority of the receipts are collected in May and November. Expenditures are for surface water maintenance activities such as sweeping and drainage as well as capital improvements.**

City of Kenmore  
Investment Schedule  
June 30, 2025

| Average Yield to Maturity-Securities |          |               |               |       |       |  |  | Average Yield        | 3.81%             |
|--------------------------------------|----------|---------------|---------------|-------|-------|--|--|----------------------|-------------------|
| Investment #                         | Type     | Purchase Date | Maturity Date | Rate  | Yield |  |  | Principal or Balance | Yield Equivalents |
| <b>Time Value Investments</b>        |          |               |               |       |       |  |  |                      |                   |
| 912828R36                            | US TREAS | 1/17/2024     | 5/15/2026     | 1.63% | 3.98% |  |  | 996,479.38           | 39,659.88         |
| 912828YU8                            | US TREAS | 9/17/2024     | 11/30/2026    | 1.63% | 3.34% |  |  | 997,677.90           | 33,322.44         |
| 91282CEW7                            | US TREAS | 1/14/2025     | 6/30/2027     | 3.25% | 4.21% |  |  | 1,539,877.50         | 64,828.84         |
| 91282CBB6                            | US TREAS | 5/19/2025     | 12/31/2027    | 0.63% | 3.82% |  |  | 921,120.00           | 35,186.78         |
| 91282CBS9                            | US TREAS | 3/26/2024     | 3/31/2028     | 1.25% | 4.20% |  |  | 1,485,163.35         | 62,406.56         |
| 91282CHK0                            | US TREAS | 7/16/2024     | 6/30/2028     | 4.00% | 4.16% |  |  | 1,491,328.13         | 62,039.25         |
| 91282CJR3                            | US TREAS | 5/2/2025      | 12/31/2028    | 3.75% | 3.51% |  |  | 1,008,100.00         | 35,384.31         |
| 91282CEB3                            | US TREAS | 9/17/2024     | 2/28/2029     | 1.88% | 3.35% |  |  | 995,870.00           | 33,361.65         |
| 91282CGJ4                            | US TREAS | 3/4/2025      | 1/31/2030     | 3.50% | 3.94% |  |  | 1,470,600.00         | 57,941.64         |
| 91282CGZ8                            | US TREAS | 5/2/2025      | 4/30/2030     | 3.50% | 3.58% |  |  | 996,300.00           | 35,667.54         |
| <b>Total TVI Purchases</b>           |          |               |               |       |       |  |  | <b>11,902,516.26</b> | <b>459,798.90</b> |

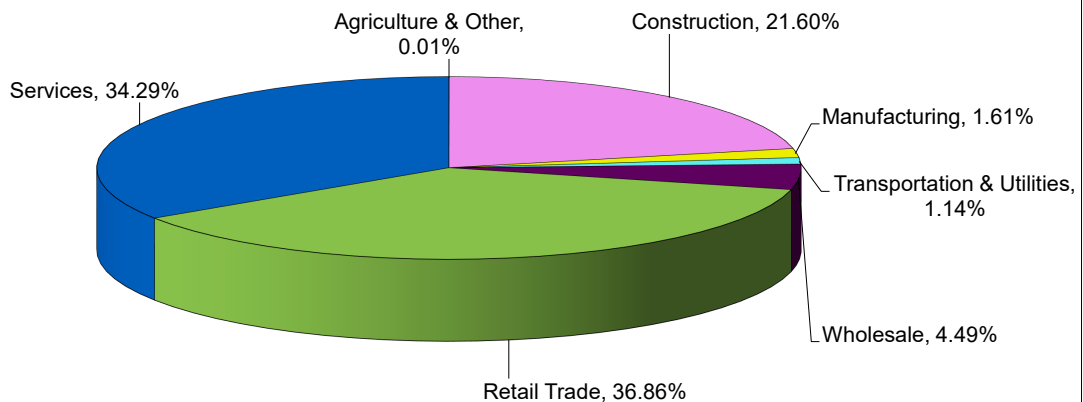
|                                     |              |  |                      |                     |
|-------------------------------------|--------------|--|----------------------|---------------------|
| <b>Banner Checking and Savings</b>  | <b>0.02%</b> |  | <b>7,903,819.54</b>  | 1,580.76            |
| <b>US Bank Money Market</b>         | <b>4.11%</b> |  | <b>77,468.75</b>     | 3,183.97            |
| <b>Pacific Premier Savings</b>      | <b>4.39%</b> |  | <b>3,626,828.33</b>  | 159,217.76          |
| <b>LGIP - Primary Account</b>       | <b>4.39%</b> |  | <b>16,462,003.76</b> | 722,352.72          |
| <b>LGIP - Bond Proceeds Account</b> | <b>4.39%</b> |  | <b>12,903,798.97</b> | 566,218.70          |
|                                     |              |  | <b>40,973,919.35</b> | <b>1,452,553.92</b> |

**Total Accounts** **\$ 52,876,435.61** **\$ 1,912,352.81**

**City of Kenmore**  
**Retail Sales and Use Tax Distribution**  
**June 30, 2025**

| Industry                                               | Prior 12 Months<br>ending March 2024 | Current 12 Months<br>ending June 2025 | % Increase/<br>(Decrease) | % of Total |
|--------------------------------------------------------|--------------------------------------|---------------------------------------|---------------------------|------------|
| Agriculture & Other (Landscaping, Animal Hospitals)    | \$853                                | \$470                                 | -44.92%                   | 0.01%      |
| Construction                                           | 812,506                              | 794,771                               | -2.18%                    | 21.60%     |
| Manufacturing (Printing, Publishing, Other Manuf.)     | 48,851                               | 59,380                                | 21.55%                    | 1.61%      |
| Transp/Comm/Utilities (Telecomm., Air Transport.)      | 46,986                               | 41,761                                | -11.12%                   | 1.14%      |
| Wholesale (Lumber, Other Wholesale)                    | 168,970                              | 165,181                               | -2.24%                    | 4.49%      |
| Retail Trade (Eating, Merchandise, Food Stores)        | 1,370,663                            | 1,355,891                             | -1.08%                    | 36.86%     |
| Services (Auction, Recreation, Auto Repair, Financial) | <u>1,219,581</u>                     | <u>1,261,527</u>                      | 3.44%                     | 34.29%     |
| Totals                                                 | <u>\$3,668,410</u>                   | <u>\$3,678,981</u>                    | 0.29%                     | 100%       |
| Increase/(Decrease)                                    |                                      | <u>\$10,570</u>                       | 0.29%                     |            |

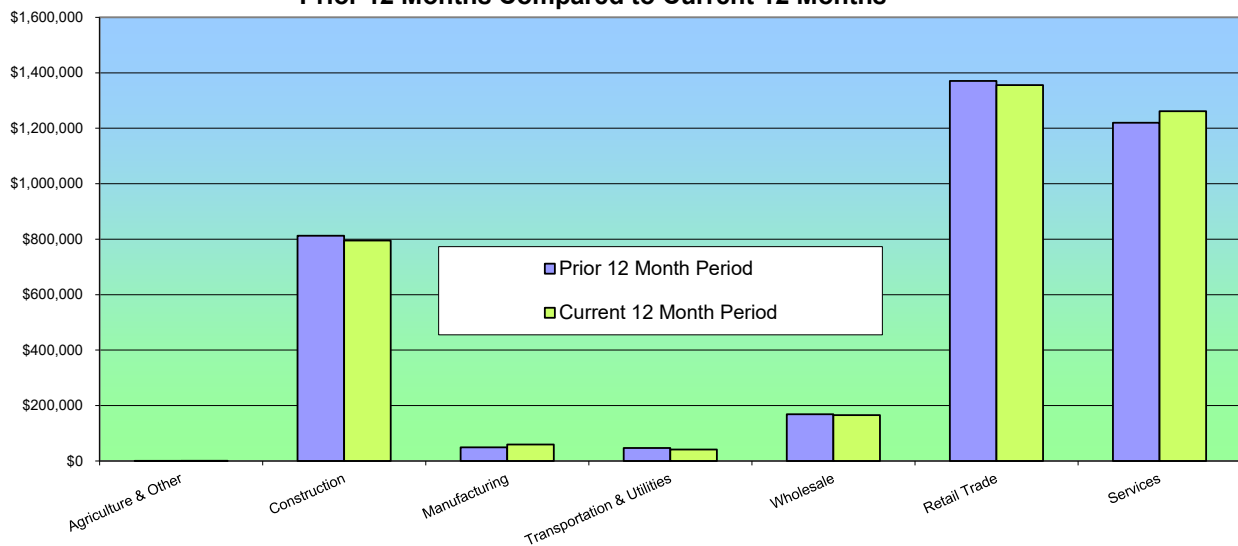
**Retail Sales and Use Taxes by Industry**  
**Current 12 Months Ending June 2025**



NOTE: Due to the City's Confidentiality Agreement with the Department of Revenue, specific business information cannot be disclosed.

There is a sixty-day lag between sales taxes collected and when they are remitted to the City

**Retail Sales and Use Taxes by Industry**  
**Prior 12 Months Compared to Current 12 Months**



# **CITY OF KENMORE**

## **Finance**

# **GENERAL & OTHER REVENUE FUNDS**

**Year To Date as of 6/30/2025**  
**25% of Biennium Elapsed**

**September 8, 2025**

---



# REVENUES– General Fund, 6/30/2025

| <b><u>REVENUES</u></b>       | <b><u>BTD 6/30/25</u></b> | <b><u>Budget 25-26</u></b> | <b><u>%</u></b> |
|------------------------------|---------------------------|----------------------------|-----------------|
| Property Taxes               | \$ 3,234,103              | \$ 12,498,431              | 25.9%           |
| Sales and Use Taxes          | 1,763,633                 | 7,450,866                  | 23.7%           |
| Utility Taxes                | 1,542,375                 | 4,973,585                  | 31.0%           |
| Other Taxes                  | 117,917                   | 426,270                    | 27.7%           |
| Development Fees & Permits   | 1,603,782                 | 2,765,396                  | 58.0%           |
| Franchise Fees               | 472,478                   | 1,870,590                  | 25.3%           |
| Intergovernmental and Grants | 858,071                   | 3,007,995                  | 28.5%           |
| Investment Interest          | 230,639                   | 450,000                    | 51.3%           |
| Transfers and Other Revenues | 93,782                    | 1,632,231                  | 5.7%            |
| Total Revenues               | \$ 9,916,779              | \$ 35,075,364              | 28.3%           |

# EXPENDITURES – General Fund, 6/30/2025

| <b><u>EXPENDITURES</u></b>                        | <b><u>BTD 6/30/25</u></b> | <b><u>Budget 25-26</u></b> | <b><u>%</u></b> |
|---------------------------------------------------|---------------------------|----------------------------|-----------------|
| <b><u>Cost Center</u></b>                         |                           |                            |                 |
| City Council                                      | \$ 123,002                | \$ 427,493                 | 28.8%           |
| City Manager                                      | 822,422                   | 3,159,453                  | 26.0%           |
| City Clerk                                        | 261,884                   | 1,015,892                  | 25.8%           |
| Finance                                           | 1,197,667                 | 4,110,164                  | 29.1%           |
| Human Resources                                   | 48,659                    | 172,000                    | 28.3%           |
| Legal                                             | 116,058                   | 900,000                    | 12.9%           |
| Interfund Transfers/Non Department                | -                         | 890,000                    | 0.0%            |
| Public Safety                                     | 2,769,866                 | 11,007,281                 | 25.2%           |
| Special Projects                                  | 65,965                    | 2,026,064                  | 3.3%            |
| Engineering                                       | 346,284                   | 1,279,178                  | 27.1%           |
| Environmental Services                            | 189,085                   | 627,909                    | 30.1%           |
| Housing & Human Services                          | 274,582                   | 1,381,354                  | 19.9%           |
| Community Development                             | 424,283                   | 1,619,205                  | 26.2%           |
| Developmental Services                            | 777,563                   | 3,828,620                  | 20.3%           |
| Events, Volunteers, Recreation                    | 189,175                   | 1,120,444                  | 16.9%           |
| Public Works Facility Maintenance                 | 480,470                   | 1,963,153                  | 24.5%           |
| Public Works Parks Maintenance                    | 539,092                   | 2,635,966                  | 20.5%           |
| Total Expenditures                                | \$ 8,626,056              | \$ 38,164,176              | 22.6%           |
| Excess (deficiency) of Revenues over Expenditures | \$ 1,290,723              | \$ (3,088,812)             |                 |

# General Fund Reserves

|                                     |                |
|-------------------------------------|----------------|
| 20% Fund Balance Requirement - 2025 | \$3.8 million  |
| Actual Fund Balance - 6/30/2025     | \$11.5 million |

## **Reserve Policy**

City shall maintain reserves of not less than 20% of annual operating expenditures

- To offset revenue shortfalls
- For unanticipated emergencies

# INVESTMENT SCHEDULE, 6/30/25

|                        |              | Average Yield to Maturity-Securities |  |                              |  |            |       |       | Average Yield | 3.81%         |              |
|------------------------|--------------|--------------------------------------|--|------------------------------|--|------------|-------|-------|---------------|---------------|--------------|
|                        |              |                                      |  | Purchase                     |  | Maturity   |       |       | Principal or  | Yield         |              |
|                        | Investment # | Type                                 |  | Date                         |  | Date       | Rate  | Yield |               | Balance       | Equivalents  |
| Time Value Investments |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        | 912828R36    | US TREAS                             |  | 1/17/2024                    |  | 5/15/2026  | 1.63% | 3.98% |               | 996,479.38    | 39,659.88    |
|                        | 912828YU8    | US TREAS                             |  | 9/17/2024                    |  | 11/30/2026 | 1.63% | 3.34% |               | 997,677.90    | 33,322.44    |
|                        | 91282CEW7    | US TREAS                             |  | 1/14/2025                    |  | 6/30/2027  | 3.25% | 4.21% |               | 1,539,877.50  | 64,828.84    |
|                        | 91282CBB6    | US TREAS                             |  | 5/19/2025                    |  | 12/31/2027 | 0.63% | 3.82% |               | 921,120.00    | 35,186.78    |
|                        | 91282CBS9    | US TREAS                             |  | 3/26/2024                    |  | 3/31/2028  | 1.25% | 4.20% |               | 1,485,163.35  | 62,406.56    |
|                        | 91282CHK0    | US TREAS                             |  | 7/16/2024                    |  | 6/30/2028  | 4.00% | 4.16% |               | 1,491,328.13  | 62,039.25    |
|                        | 91282CJR3    | US TREAS                             |  | 5/2/2025                     |  | 12/31/2028 | 3.75% | 3.51% |               | 1,008,100.00  | 35,384.31    |
|                        | 91282CEB3    | US TREAS                             |  | 9/17/2024                    |  | 2/28/2029  | 1.88% | 3.35% |               | 995,870.00    | 33,361.65    |
|                        | 91282CGJ4    | US TREAS                             |  | 3/4/2025                     |  | 1/31/2030  | 3.50% | 3.94% |               | 1,470,600.00  | 57,941.64    |
|                        | 91282CGZ8    | US TREAS                             |  | 5/2/2025                     |  | 4/30/2030  | 3.50% | 3.58% |               | 996,300.00    | 35,667.54    |
| Total TVI Purchases    |              |                                      |  |                              |  |            |       |       |               | 11,902,516.26 | 459,798.90   |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  | Banner Checking and Savings  |  |            |       | 0.02% |               | 7,903,819.54  | 1,580.76     |
|                        |              |                                      |  | US Bank Money Market         |  |            |       | 4.11% |               | 77,468.75     | 3,183.97     |
|                        |              |                                      |  | Pacific Premier Savings      |  |            |       | 4.39% |               | 3,626,828.33  | 159,217.76   |
|                        |              |                                      |  | LGIP - Primary Account       |  |            |       | 4.39% |               | 16,462,003.76 | 722,352.72   |
|                        |              |                                      |  | LGIP - Bond Proceeds Account |  |            |       | 4.39% |               | 12,903,798.97 | 566,218.70   |
|                        |              |                                      |  |                              |  |            |       |       |               | 40,973,919.35 | 1,452,553.92 |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |
|                        |              |                                      |  |                              |  |            |       |       |               |               |              |

# STREET FUND REVENUES, 6/30/2025

| <b><u>REVENUES</u></b>                    | <b><u>BTD 6/30/25</u></b> | <b><u>Budget 25-26</u></b> | <b><u>%</u></b> |
|-------------------------------------------|---------------------------|----------------------------|-----------------|
| Fuel Tax                                  | \$ 184,729                | \$ 756,200                 | 24.4%           |
| Investment Interest                       | 44,547                    | 95,000                     | 46.9%           |
| ROW Permit Fees/Inspections               | 344,082                   | 248,508                    | 138.5%          |
| Multimodal Transportation                 | 15,415                    | 65,233                     | 23.6%           |
| Insurance Recovery                        | 5,520                     | -                          | 0.0%            |
| MVA Transportation City/Plat Street Signs | 13,567                    | 58,290                     | 23.3%           |
| Transfer from TBD                         | 362,500                   | 1,450,000                  | 25.0%           |
| Total Revenues                            | \$ 970,360                | \$ 2,673,231               | 36.3%           |
|                                           |                           |                            |                 |

# STREET FUND EXPENDITURES, 6/30/2025

| <u>EXPENDITURES</u>                               | <u>BTD 6/30/25</u> | <u>Budget 25-26</u> | <u>%</u> |
|---------------------------------------------------|--------------------|---------------------|----------|
| Salary and Benefits                               | \$ 238,751         | \$ 1,052,699        | 22.7%    |
| Maintenance & Operations                          | 585,809            | 2,026,025           | 28.9%    |
| Total Expenditures                                | \$ 824,560         | \$ 3,078,724        | 26.8%    |
| Excess (deficiency) of Revenues over Expenditures | \$ 145,800         | \$ (405,493)        |          |

# Kenmore Automated Photo Enforcement (KAPE) Fund 105

| <b><u>REVENUES</u></b>                            | <b><u>BTD 6/30/25</u></b> | <b><u>25-26 BUDGET</u></b> | <b><u>%</u></b> |
|---------------------------------------------------|---------------------------|----------------------------|-----------------|
| Photo Enforcement Infractions                     | \$ 1,303,441              | \$ 5,450,000               | 23.9%           |
| Total Revenues                                    | \$ 1,303,441              | \$ 5,450,000               | 23.9%           |
|                                                   |                           |                            |                 |
| <b><u>EXPENDITURES</u></b>                        | <b><u>BTD 6/30/25</u></b> | <b><u>25-26 BUDGET</u></b> | <b><u>%</u></b> |
| Salary and Benefits                               | \$ 115,490                | \$ 695,794                 | 16.6%           |
| KAPE program costs (VM)                           | 228,359                   | 1,050,000                  | 21.7%           |
| Pavement Preservation                             | 25,307                    | 550,000                    | 4.6%            |
| Traffic Safety Program                            | 53,041                    | 962,857                    | 5.5%            |
| Supplies, Travel, Other                           | 5,732                     | 24,000                     | 23.9%           |
| Transfer to Transportation Capital                | -                         | 1,725,000                  | 0.0%            |
| Transfer to General Fund - Police                 | -                         | 350,000                    | 0.0%            |
| Total Expenditures                                | 427,929                   | 5,357,651                  | 8.0%            |
| Excess (deficiency) of Revenues over Expenditures | \$ 875,512                | \$ 92,349                  |                 |

# Public Works Operations Center (PWOC) Fund 307

| <u>REVENUES</u>                                      | <u>BTD 6/30/25</u> | <u>25-26 BUDGET</u> | <u>%</u> |
|------------------------------------------------------|--------------------|---------------------|----------|
| Investment Interest                                  | 285,102            | -                   | 0.0%     |
| Fund Transfers                                       | -                  | 3,600,000           | 0.0%     |
| Total Revenues                                       | \$ 285,102         | \$ 3,600,000        | 7.9%     |
|                                                      |                    |                     |          |
| <u>EXPENDITURES</u>                                  | <u>BTD 6/30/25</u> | <u>25-26 BUDGET</u> | <u>%</u> |
| PW Operations Center Construction                    | 241,384            | 16,075,000          | 1.5%     |
| Salary & Benefits                                    | 80,834             | -                   | 0.0%     |
| Debt payments, bank fees, interest                   | 440,808            | 3,600,000           | 12.2%    |
| Supplies, Travel, Other                              | 157                | -                   | 0.0%     |
| Total Expenditures                                   | 763,183            | 19,675,000          | 3.9%     |
|                                                      |                    |                     |          |
| Excess (deficiency) of Revenues<br>over Expenditures | \$ (478,081)       | \$ (16,075,000)     |          |

# SURFACE WATER MANAGEMENT

## Fund 401

| Fund 401                                               | Biennium to<br>Date 6/30/25 | Budget<br>2025-2026 | %   |
|--------------------------------------------------------|-----------------------------|---------------------|-----|
| Storm Drain Fees                                       | \$ 2,500,823                | \$ 9,739,852        | 26% |
| Expenses*                                              | \$ 1,148,214                | \$ 9,235,369        | 12% |
| *All Fund 401 expenses are included in this line item. |                             |                     |     |

- SWM has a cash balance of over \$3.9 million as of 6/30/2025

# IMPACT FEE REVENUE FUNDS

| <b>FUND</b>                   | <b>Biennium to<br/>Date 6/30/25</b> | <b>Budget<br/>2025-2026</b> | <b>%</b> | <b>Cash<br/>Balance</b> |
|-------------------------------|-------------------------------------|-----------------------------|----------|-------------------------|
| Park Impact Fees              | \$368,799                           | \$585,000                   | 63%      | \$999,469               |
| Transportation Impact<br>Fees | \$566,092                           | \$780,000                   | 73%      | \$2,162,535             |

# REET / TBD FEE REVENUE FUNDS

| FUND                                           | BTD 6/30/25 | Budget<br>2025-2026 | %     | Cash<br>Balance |
|------------------------------------------------|-------------|---------------------|-------|-----------------|
|                                                |             |                     |       |                 |
| <b>REET</b>                                    |             |                     |       |                 |
| Fees Used for Trans,<br>Parks & Facilities Cap | \$843,190   | \$3,878,000         | 21.7% | \$2,331,956     |
|                                                |             |                     |       |                 |
| <b>TBD</b>                                     |             |                     |       |                 |
| Fees Used for Road Maint                       | \$357,377   | \$1,454,336         | 24.6% | \$150,095       |

# Q2 2025 Summary

- 25% of the 2025-2026 Biennium has elapsed
  - General Fund revenues and expenditures very close to target
  - Interest revenue BTD brought in \$230K for the GF or 51.3% of budget
  - Development Fees & Permits revenue came in at 58% of budget
  - ROW permit fees (revenue) in Street Fund at 138% of budget
  - Park and Transportation Impact fees (revenue) ahead of target due to higher development activity than budgeted
  - PWOC debt costs lower than budgeted and construction costs slower to ramp up
-

# For comments and questions:

Melinda Merrell  
Finance & Administration Director  
[mmerrell@kenmorewa.gov](mailto:mmerrell@kenmorewa.gov)  
425 398 8900 (x6190)