



City of Kenmore - 18120 68th Avenue NE - P.O. Box 82607 - Kenmore, WA 98028
Phone: 425-398-8900 - Fax: 425-481-3236 - E-mail: cityhall@kenmorewa.gov

City of Kenmore
REVISED City Council Regular Meeting Agenda

7:00 p.m., Tuesday, January 20, 2015

Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

If you have any questions or to confirm agenda items prior to the meeting, or if you require special accommodations, please call the City Clerk at 425-398-8900. You may also stop by City Hall at 18120 68th Avenue NE, Kenmore. Council agendas are also available on our website at www.kenmorewa.gov.

I. CALL REGULAR MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PROCLAMATION

- A. Proclamations for Inglemoor High School Girls Cross Country Team and Team Member Amber Rose

[Inglemoor High Girls Varsity Cross Country Proclamation](#)

[Amber Rose Team Member Proclamation](#)

VI. PRESENTATIONS

- A. Eagle Scout Grant Goheen - Completed Park Kiosk Project
- B. Recognize Outgoing Planning Commissioners Dennis Mendrey, Jim Howard and Doug Huxtable

VII. CITIZEN COMMENTS

- A. This is an opportunity to express your views on issues that are important to you and to the community. Please limit your comments to three (3) minutes.

VIII. CONSENT AGENDA

- A. Adopt Minutes for the January 5, 2015 Special City Council Meeting
[Draft 01 05 2015 Minutes](#)

- B. Receive and File November 2014 Financial Report for the City of Kenmore, Washington - Joanne Gregory, Finance & Administration Director
[Agenda Bill & Attachment](#)
- C. Approve Contract No. 14-C1356, 2015 King County Work Program - Jennifer Gordon, Public Works Operations Manager
[Agenda Bill & Attachments](#)
- D. Authorize City Manager to Approve Binding Site Plan for Kenmore Village, Contract No. 14-C1254 - Bryan Hampson, Development Services Director
[Agenda Bill & Attachments](#)

IX. BUSINESS AGENDA

- A. Swamp Creek Study Discussion - Kris Overleese, Engineering & Environmental Services Director, and Richard Sawyer, Surface Water Program Manager
[Agenda Bill](#)
- B. Kenmore Village Town Green Site Plan Presentation and Discussion - Rob Karlinsey, City Manager
[Agenda Bill & Attachments](#)

X. STAFF REPORT

XI. COUNCILMEMBER REPORTS & COMMENTS

XII. COUNCILMEMBER INITIATIVES

XIII. ADJOURNMENT

Upcoming Meetings:

Mon., January 26, 2015 7:00 p.m. City Council Regular Meeting
Tues., January 27, 2015 7:00 p.m. Planning Commission Regular Meeting
Tues., February 3, 2015 7:00 p.m. Planning Commission Regular Meeting
Mon., February 9, 2015 7:00 p.m. City Council Regular Meeting

City of Kenmore Proclamation

2014 Inglemoor High School Girls Cross Country Varsity Team

WHEREAS, Inglemoor High School Girls Cross Country Head Coach, Kelly Richards, and her coaching staff coached the largest boys and girls cross country team in Inglemoor High School history; and

WHEREAS, the Inglemoor High School combined cross country team has doubled in size in recent years, reaching 95 student athletes, not one of which quit the team during the 2014 season; and

WHEREAS, the Inglemoor High School Girls Cross Country Varsity Team for 2014 was composed of Amber Rose, Rebecca Ledsham, Bailey Fjelstul, Katie Diekema, Rebecca Crawford, Etta Moen, Anna Richards, Ellee London, and Casie Moe; and

WHEREAS, the 2014 Inglemoor High School Girls Cross Country Varsity Team won third place in the KingCo Championships; and

WHEREAS, the 2014 Inglemoor High School Girls Cross Country Varsity Team won third place in the Bi-District Championships; and

WHEREAS, the 2014 Inglemoor High School Girls Cross Country Varsity Team won seventh place in the Washington State Championships; and

WHEREAS, the 2014 Inglemoor High School Girls Cross Country Varsity Team had the highest finish by an Inglemoor cross country team (boys or girls) at the State meet; and

WHEREAS, the 2014 Inglemoor High School Girls Cross Country Varsity Team was ranked 10th overall in 2014 across all classifications in the State (4A, 3A, 2A, 1A, 1B/2B); and

WHEREAS, the 2014 Inglemoor High School Girls Cross Country Varsity Team was named Outstanding Academic Team by the Washington Interscholastic Activities Association (WIAA) in 2012, 2013 and 2014,

NOW, THEREFORE, BE IT RESOLVED that the Kenmore City Council does hereby congratulate and honor the 2014 Inglemoor High School Girls Cross Country Varsity Team for their accomplishments.

IN WITNESS WHEREOF, signed this 20th day of January, 2015.

Signed: _____
David Baker, Mayor

Attested: _____
Patty Safrin, City Clerk

**City of Kenmore
Proclamation**

Amber Rose, Inglemoor High School Girls Varsity Cross Country Team Member

WHEREAS, Amber Rose, Inglemoor High School Girls Varsity Cross Country Team Member, is the school record holder in the 5,000 meters with a time of 17:44.39; and

WHEREAS, Amber is a two time KingCo Cross Country Champion; and

WHEREAS, Amber is a two time Bi-District Champion; and

WHEREAS, Amber won fifth place in Washington State 4A Cross Country in 2013 and second place in Washington State 4A Cross Country in 2014; and

WHEREAS, Amber was named Washington Intercollegiate Activities Association (WIAA) Athlete of the Week for the week of October 27, 2014; and

WHEREAS, Amber was named Seattle Times Sports Star of the Week for the week of November 3, 2014; and

WHEREAS, Amber won third place in the 2014 Nike Border Clash; and

WHEREAS, Amber was named to the All-State Cross Country team in 2012, 2013 and 2014,

NOW, THEREFORE, BE IT RESOLVED that the Kenmore City Council does hereby congratulate and honor Amber Rose for her contributions to the Inglemoor High School Girls Varsity Cross Country Team.

IN WITNESS WHEREOF, signed this 20th day of January, 2015.

Signed: _____
David Baker, Mayor

Attested: _____
Patty Safrin, City Clerk

**City of Kenmore, Washington
City Council Special Meeting
Minutes
January 5, 2015**

CALL TO ORDER – The special meeting of the Kenmore City Council was called to order by Mayor David Baker at 6:32 p.m.

Councilmembers present: Mayor David Baker, Deputy Mayor Allan Van Ness and Councilmembers Brent Smith, Laurie Sperry, Milton Curtis, Nigel Herbig and Stacey Denuski

Staff present: Rob Karlinsey, City Manager; Nancy Ousley, Assistant City Manager; Joanne Gregory, Finance & Administration Director; Kris Overleese, Engineering & Environmental Services Director; Debbie Bent, Community Development Director; and Patty Safrin, City Clerk

FLAG SALUTE

Janice Gates led the flag salute.

PRESENTATION

Recognition of Service – Janice Gates, Executive Assistant

Mayor Baker presented Executive Assistant Gates with a plaque in appreciation of her more than 15 years of service to the City since May of 1999. Each of the Councilmembers, the Deputy Mayor, the Mayor, and the City Manager commented on why she will be missed and thanked her for doing an excellent job. Gates stated that her time at the City of Kenmore has been incredible and that it has been a great learning experience for her. Former Councilmember Glenn Rogers was in the audience and also made some comments. Mayor Baker also presented her with some restaurant gift cards from the Council for her upcoming trip to Mexico.

BUSINESS AGENDA

Interview Planning Commission Applicants

The Council conducted interviews with Planning Commission candidates Scott McDonald, Mohan Khandekar, Dennis Olson, and Debra Srebnick. Additional candidates are scheduled to be interviewed at the regular City Council meeting on January 12th.

Video and Discussion – For the Love of Cities

City Manager Karlinsey presented an hour-long video from the International City Managers' Association (ICMA) Conference keynote speech by Peter Kageyama, outgoing president of the ICMA. The Council briefly discussed the ideas presented in the video and how they might apply to Kenmore.

ADJOURNMENT

Mayor Baker adjourned the regular meeting at 9:25 p.m.

David Baker, Mayor

ATTEST:

Patty Safrin, City Clerk

Subject/Topic: November 2014 Financial Report	For Council Meeting Agenda of: January 20, 2015 Department: Finance and Administration Prepared by: Joanne Gregory Approved by Department Head: <u> </u> <u>Initial & Date</u> Approved by City Attorney: <u> </u> Approved by Finance Director: <u> </u> Approved by City Manager: <u> </u> Exhibits/Attachments: November 2014 Financial Report for the City of Kenmore, Washington.	
Proposed Council Action/Motion: Receive and File November 2014 Financial Report for the City of Kenmore, Washington		
Expenditure Required N/A	Amount Budgeted	Appropriation Required N/A
\$53,651,122 Revenues, as amended		
\$55,617,808 Expenditures, as amended		
<u>INFORMATION/BACKGROUND:</u>		
The November 2014 monthly financial report is presented for Council review. This provides 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 2013-2014 amended biennial budget. The adopted budget was amended on March 25, 2013, December 2, 2013, and May 12, 2014 and this report reflects the amended appropriations. It also provides an opportunity to identify any potential variances or fluctuations from the budget. A final budget amendment will be brought to the City Council on December 15, prior to the close of the biennium.		
<u>FISCAL CONSIDERATION:</u>		
November marks the 23rd month of the 24 month 2013-2014 biennium and, as a benchmark, the City is 96% through the budget period. The monthly schedules attached include the Transportation Benefit District Fund for informational purposes although it is a separate entity.		
As of the end of November, the national unemployment rate was 5.8% and the Dow Jones closed higher than October at 17,827.		
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u>		
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 monthly report.		



The City of Kenmore

PO Box 82607
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director
DATE: January 8, 2015
RE: November 2014 Financial Reports for the City of Kenmore, Washington

November 2014 financial information is presented for your review and delivery to the City Council. Attached you will find the following reports:

- General Fund Summary
- General Fund Revenue Graphs
- General Fund Expenditure Graphs
- All Funds Cash Summary
- Street Fund Summary - New
- Other Funds Monthly Activity
- Cash and Investment Report
- Schedule of Investments
- Sales Tax Receipts by Business Type
- Retail Sales and Use Tax Distribution
- Real Estate Excise Tax Report
- Monthly Report for Kenmore Village
- Report for Transportation Benefit District

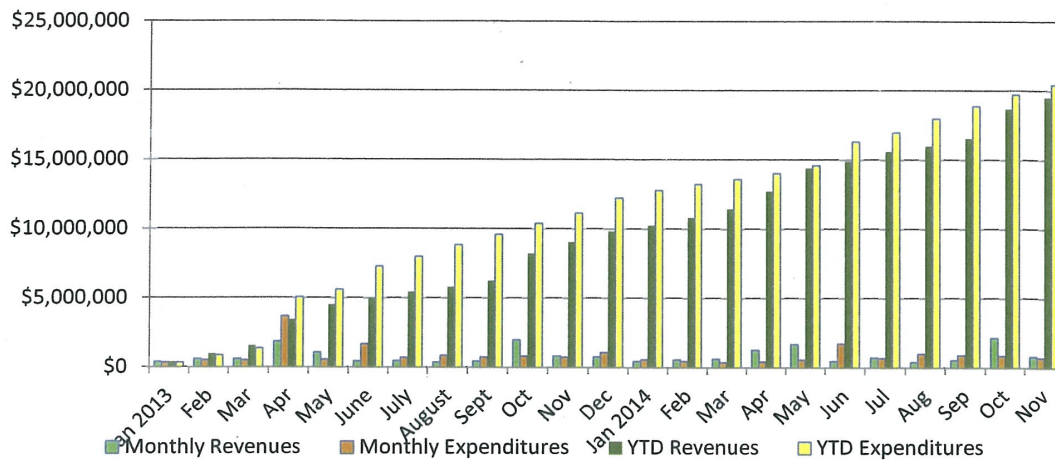
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

GENERAL FUND

The first section of the monthly 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, November is the twenty-third month (96%) of the 2013-2014 biennial budget period. For the month of November, revenues exceeded expenditures in the General Fund by \$101,536. Biennium expenditures exceed revenue by \$934,312, however removing the one-time \$2.5M transfer to the Strategic Opportunities Fund from the comparison shows that biennium to date revenues exceed expenditures by \$1,565,688.

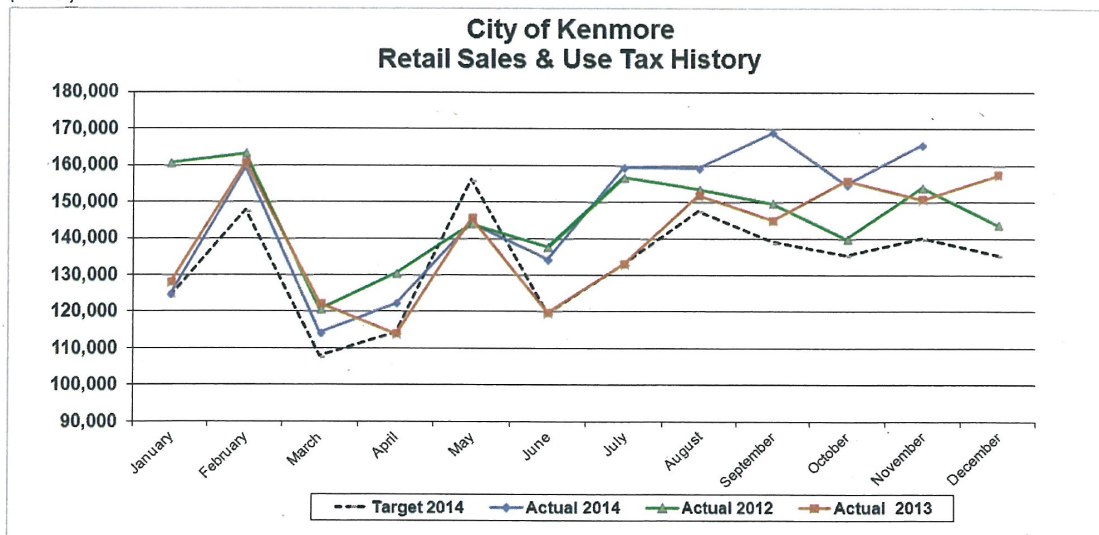
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through November 2014.

City of Kenmore, Washington
Monthly Financial Report
November 2014



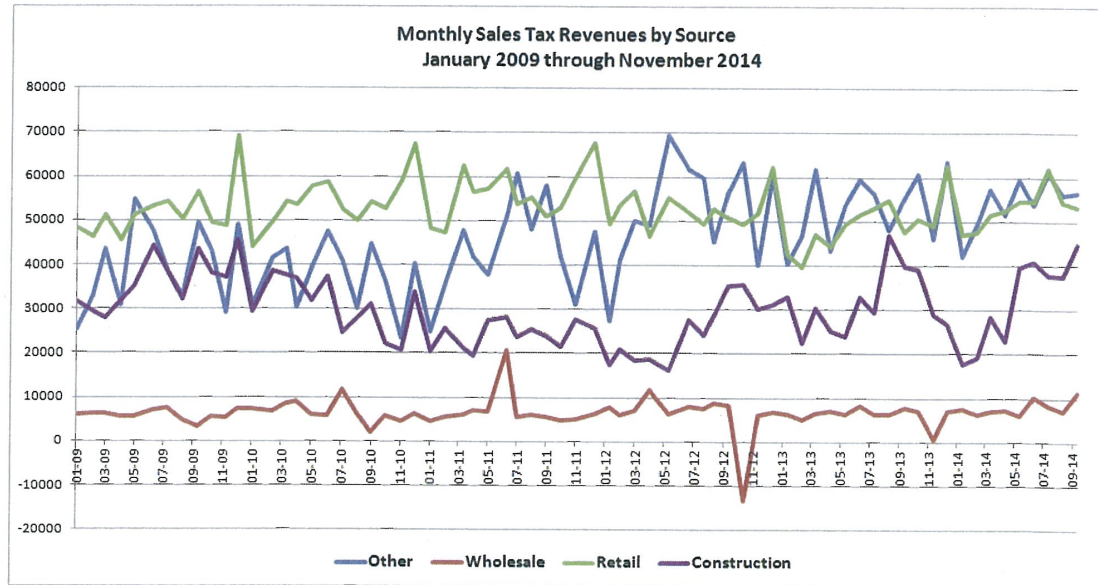
Total **revenues** for the month were **\$824,244**. Biennium to date revenues are \$19,534,484 which is 102% of the budgeted revenues of \$19,234,471. Primary sources of revenue for the month included property taxes in the amount of \$431,048, development fees & permits in the amount of \$104,301, retail sales and use taxes in the amount of \$165,862, and utility taxes in the amount of \$39,317, which is low due to the Electric/Gas utility tax payment not being received until the first week of December.

A summary of sales tax revenues received in November is attached. These receipts are based on September sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2014 line is a monthly average of actual receipts during 2011, 2012, and 2013. The blue line represents 2014 actual receipts, which are \$81,590 above 2013, and ahead of budget by \$143,708.

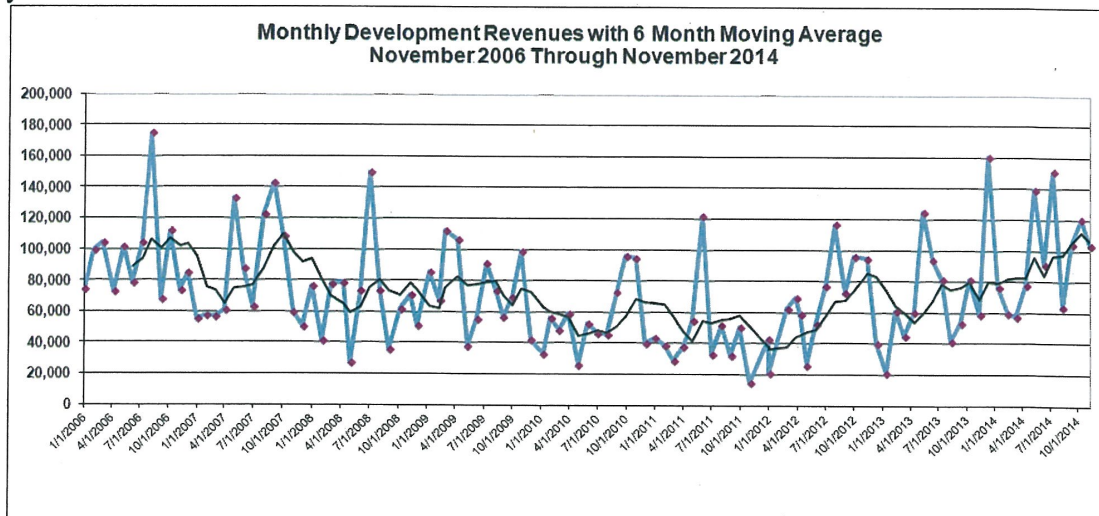


City of Kenmore, Washington
 Monthly Financial Report
 November 2014

The following chart illustrates the historical trends of sales tax receipts from the major segments: construction, retail, wholesale, other (agriculture, services, manufacturing, transportation and utilities) from January 2009 through November 2014.



The following chart illustrates the development revenue activity over the last seven years.



November 2014 expenditures were \$722,708. Biennium to date expenditures are \$20,468,796, which is 92% of the amended budget expenditures of \$22,156,570, a high percentage due to the \$3M interfund transfers recorded in April 2013.

City of Kenmore, Washington
Monthly Financial Report
November 2014

The November cash activity for all funds is presented on the attached All Funds Cash Summary. Total City cash (\$9,954,613) and long term investments (\$11,064,893), at the end of November, totaled \$21,019,506. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2013-2014 biennial budget.

Total non-General Fund revenues were \$713,876 and total non-General Fund expenditures were \$689,992.

In the **Street Fund** revenue from gas tax distributions was \$37,147. The attached Street Fund Summary Report is a new report that illustrates the monthly and budget-to-date activity of the fund. There was \$254,359 in overlay expenditures and \$52,975 in maintenance and operation expenditures. Staff will be requesting that the City Council approve a budget amendment for the Street Fund in December of this year. Expenditures are expected to exceed the budget due to emergency repairs, heavy use of King County services for traffic safety engineering and improvements, unanticipated utility costs, and other overages.

In the **Transportation Capital Fund** there was \$119,312 in SR 522 West A expenditures for purchasing ROW & easements in the construction area.

There was \$22,833 in revenues for the **Park Impact Fee** fund during the month of November. The revenues are at 150% of the budget.

There was \$75,906 in revenues for the **Transportation Impact Fee** fund during the month of November. The revenues are at 128% of the budget. There are adequate funds available for the projects currently budgeted and proposed in the CIP.

The **Real Estate Excise Tax** Fund received \$85,748 of real estate excise taxes (REET) in November from sales activity that occurred in October. 43 transactions were reported this month. Biennial to date revenue exceeds the 2013-14 budget by \$847,243.

The **Transportation Benefit District** Fund received \$28,156 in vehicle license fees during the month bringing the biennium to date revenues to \$454,029 which is 85% of the \$535,000 budgeted for biennium.

The **Surface Water Fund** revenues are tracking ahead of budget (104%) and operating expenditures are at 60%.

SUMMARY

This concludes the financial report for the City of Kenmore as of **November 30, 2014**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

City of Kenmore, Washington
General Fund Summary Report
November 30, 2014



	CURRENT PERIOD 2013-2014				PRIOR PERIOD 2011-2012			
	MONTH November 2014	BIENNIUM TO DATE 2013-2014	% of BUDGET	AMENDED BUDGET 2013-2014	November 2012	BIENNIUM TO DATE 2011-2012	% of BUDGET	BIENNIUM BUDGET 2011-2012
REVENUES								
Beginning Fund Balance		5,539,954		5,539,954				4,941,884
Property Taxes	431,048	8,679,768	101.6%	8,542,053	526,391	8,294,858	100.5%	8,254,387
Sales and Use Taxes	212,020	4,220,208	106.6%	3,960,331	193,475	4,137,319	95.3%	4,339,202
Utility Taxes	39,317	2,517,754	85.6%	2,942,395	87,543	2,667,890	88.9%	3,002,082
Other Taxes	10,018	95,994	156.6%	61,300	7,435	68,667	66.0%	104,104
Development Fees & Permits	104,301	1,938,215	132.3%	1,465,185	94,978	1,310,825	91.1%	1,439,095
Franchise Fees	0	787,115	79.3%	992,405	74,743	678,256	104.3%	650,588
Intergovernmental and Grants	8,558	689,161	107.7%	639,866	18,498	729,084	95.7%	761,476
Investment Interest	16,497	134,999	231.2%	58,400	6,622	142,996	255.3%	56,000
Fines and Forfeitures	319	-2,287	0.0%	0	0	769	n/a	0
Transfers and Other Revenues	2,164	473,556	82.7%	572,536	611	251,373	74.2%	338,662
Total Revenues	824,244	19,534,484	101.6%	19,234,471	1,010,297	18,282,036	96.5%	18,945,596
Total Revenues & Beginning Fund Balance		25,074,438		24,774,425				23,887,480

	CURRENT PERIOD 2013-2014				PRIOR PERIOD 2011-2012			
	MONTH November	BIENNIUM TO DATE 2013-2014	% of BUDGET	BUDGET 2013-2014	November	BIENNIUM TO DATE 2011-2012	% of BUDGET	BIENNIUM BUDGET 2011-2012
EXPENDITURES								
Cost Center								
City Council	7,100	207,304	96.9%	213,950	8,944	237,760	109.2%	217,644
City Manager	70,594	2,050,544	94.2%	2,176,804	-143,745	1,658,043	92.3%	1,796,600
City Clerk	9,601	203,072	83.5%	243,139	21,271	488,727	91.1%	536,261
Finance	24,455	655,836	84.7%	773,929	36,015	618,277	96.7%	639,213
Legal	6,958	403,528	84.1%	480,000	11,389	485,321	98.2%	494,285
Non-Departmental	80,421	1,531,181	96.2%	1,592,487	42,819	1,432,909	93.5%	1,532,818
Interfund Transfers*	0	3,454,000	85.2%	4,056,101	0	1,564,000	100.0%	1,564,000
Public Safety	337,176	7,089,892	93.3%	7,600,348	298,125	6,408,858	89.3%	7,179,563
Engineering	44,850	1,448,167	106.4%	1,361,385	71,516	1,089,542	104.2%	1,045,741
Planning & Community Dev	43,834	907,832	96.6%	939,441	38,353	647,244	90.8%	712,632
Land Dev & Permitting	58,083	1,262,453	92.7%	1,361,715	61,844	1,104,938	73.6%	1,501,147
Parks & Facility Maintenance	39,637	1,254,988	92.5%	1,357,271	42,702	1,250,395	73.8%	1,695,042
Total Expenditures	722,708	20,468,796	92.4%	22,156,570	489,233	16,986,016	89.8%	18,914,946
Ending Fund Balance		4,605,642		2,617,855			0.0%	4,972,534
Total Expenditures and Ending Fund Balance		25,074,438		24,774,425				23,887,480

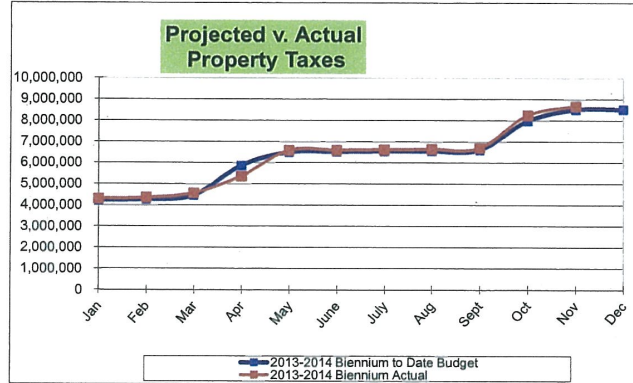
*Interfund Transfers in 2013 include one time \$2.5M transfer to Strategic Opportunities Fund.

**City of Kenmore, Washington
General Fund Revenue Graphs
November 30, 2014**

PROPERTY TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	4,213,917	4,286,383
Jan	4,225,990	4,303,470
Feb	4,273,536	4,360,664
Mar	4,467,727	4,576,272
Apr	5,875,364	5,369,199
May	6,501,422	6,589,051
June	6,526,310	6,605,360
July	6,554,092	6,631,739
Aug	6,561,697	6,649,513
Sept	6,622,547	6,710,297
Oct	7,984,205	8,248,719
Nov	8,521,972	8,679,768
Dec	8,542,053	

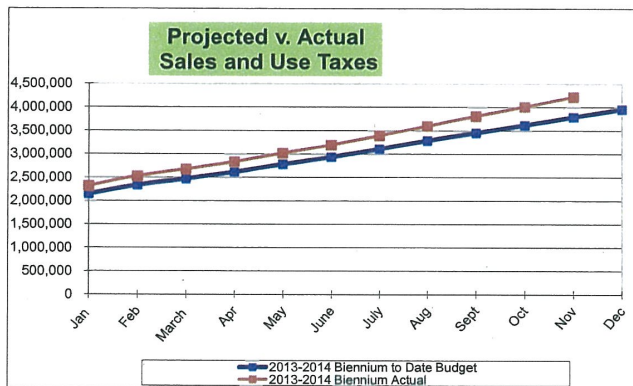
Year To Date
Actual v. Projected 102%



SALES, USE, CRIM JUSTICE TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	1,975,227	2,151,641
Jan	2,151,044	2,315,482
Feb	2,338,721	2,524,411
March	2,475,114	2,675,389
Apr	2,621,639	2,833,010
May	2,785,165	3,017,826
June	2,939,366	3,191,490
July	3,114,057	3,392,036
Aug	3,288,505	3,596,725
Sept	3,458,591	3,809,512
Oct	3,620,443	4,008,188
Nov	3,796,178	4,220,208
Dec	3,960,331	

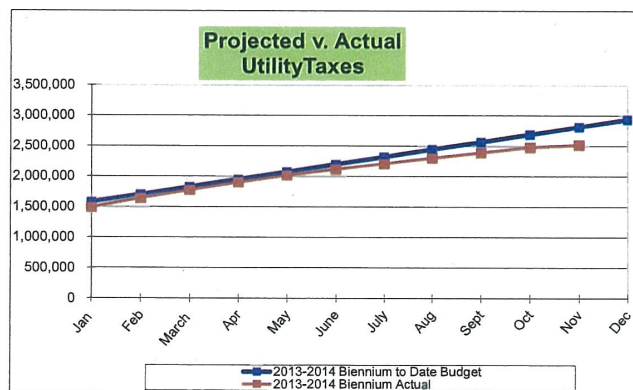
Year To Date
Actual v. Projected 111%



UTILITY TAXES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	1,458,389	1,352,891
Jan	1,582,056	1,489,689
Feb	1,705,723	1,639,874
March	1,829,391	1,776,666
Apr	1,953,058	1,902,958
May	2,076,725	2,019,052
June	2,200,392	2,119,115
July	2,324,059	2,210,275
Aug	2,447,726	2,302,824
Sept	2,571,394	2,390,494
Oct	2,695,061	2,478,437
Nov	2,818,728	2,517,754
Dec	2,942,395	

Year To Date
Actual v. Projected 89%

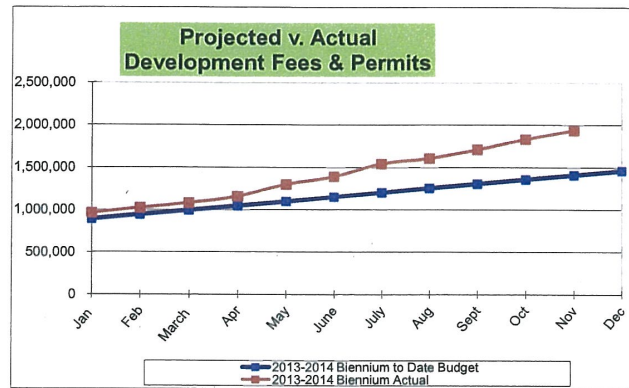


City of Kenmore, Washington
General Fund Revenue Graphs
November 30, 2014

DEVELOPMENT FEES & PERMITS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	842,335	888,463
Jan	894,239	965,292
Feb	946,143	1,025,424
March	998,048	1,083,266
Apr	1,049,952	1,161,337
May	1,101,856	1,301,298
June	1,153,760	1,392,794
July	1,205,664	1,544,185
Aug	1,257,568	1,608,155
Sept	1,309,473	1,712,723
Oct	1,361,377	1,833,914
Nov	1,413,281	1,938,215
Dec	1,465,185	

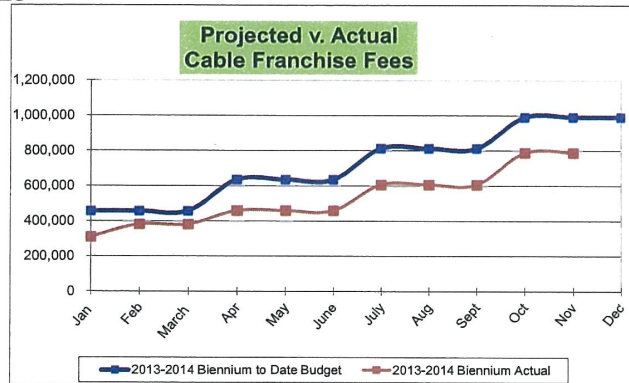
Year To Date
 Actual v. Projected 137%



CABLE/WATER/SEWER FRANCHISE FEES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	280,537	303,218
Jan	458,504	309,382
Feb	458,504	380,667
March	458,504	380,667
Apr	636,471	458,319
May	636,471	458,319
June	636,471	458,319
July	814,438	605,947
Aug	814,438	605,947
Sept	814,438	605,947
Oct	992,405	787,115
Nov	992,405	787,115
Dec	992,405	

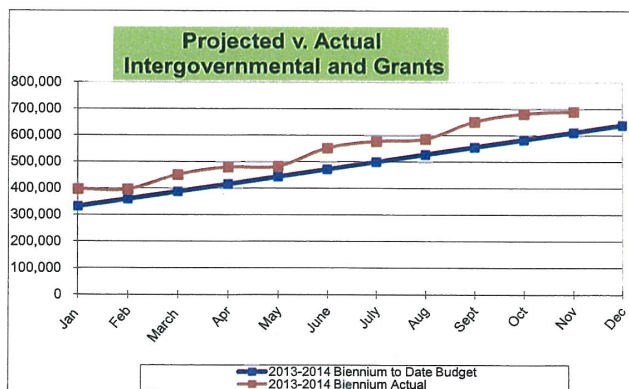
Year To Date
 Actual v. Projected 79%



INTERGOVERNMENTAL & GRANTS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	305,882	366,889
Jan	333,714	396,495
Feb	361,546	396,495
March	389,378	451,412
Apr	417,210	479,277
May	445,042	482,627
June	472,874	551,289
July	500,706	576,798
Aug	528,538	585,558
Sept	556,370	650,859
Oct	584,202	680,603
Nov	612,034	689,161
Dec	639,866	

Year To Date
 Actual v. Projected 113%

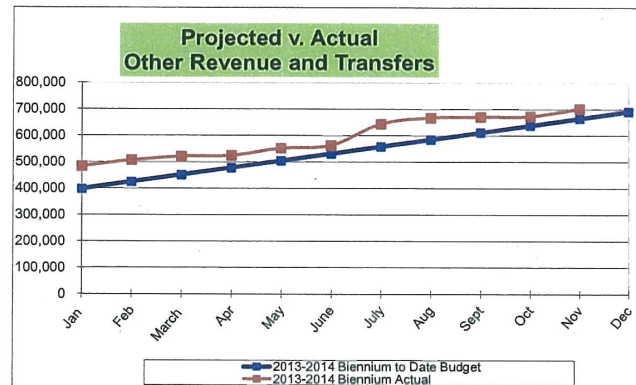


**City of Kenmore, Washington
General Fund Revenue Graphs
November 30, 2014**

OTHER REVENUES AND TRANSFERS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	371,901	472,991
Jan	398,596	483,827
Feb	425,290	507,647
March	451,985	521,850
Apr	478,679	525,425
May	505,374	552,680
June	532,069	563,874
July	558,763	643,985
Aug	585,458	667,758
Sept	612,152	671,006
Oct	638,847	673,264
Nov	665,541	702,263
Dec	692,236	

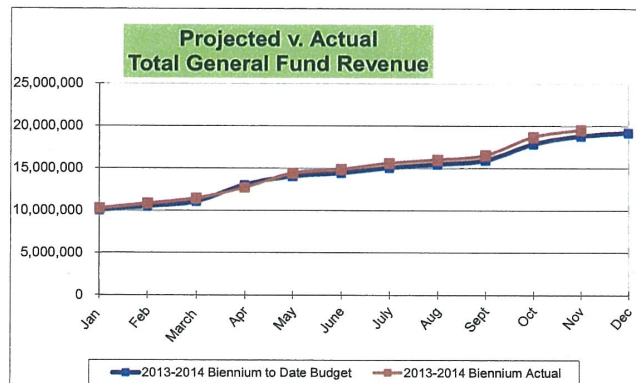
Year To Date
Actual v. Projected 106%



TOTAL GENERAL FUND REVENUE

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	10,044,143	10,263,636
Feb	10,509,463	10,835,183
March	11,070,146	11,465,523
Apr	13,032,373	12,729,526
May	14,052,055	14,420,853
June	14,461,242	14,882,242
July	15,071,779	15,604,965
Aug	15,483,930	16,016,479
Sept	15,944,965	16,550,837
Oct	17,876,540	18,710,240
Nov	18,820,139	19,534,484
Dec	19,234,470	

Year To Date
Actual v. Projected 104%

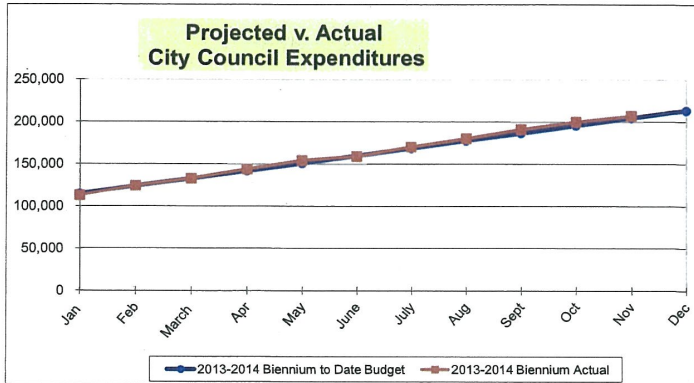


City of Kenmore, Washington
General Fund Expenditure Graphs
November 30, 2014

CITY COUNCIL

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	106,114	105,395
Jan	115,100	113,127
Feb	124,087	124,585
March	133,073	133,214
Apr	142,059	144,162
May	151,046	154,451
June	160,032	159,280
July	169,018	170,746
Aug	178,005	180,469
Sept	186,991	191,502
Oct	195,977	200,204
Nov	204,964	207,304
Dec	213,950	

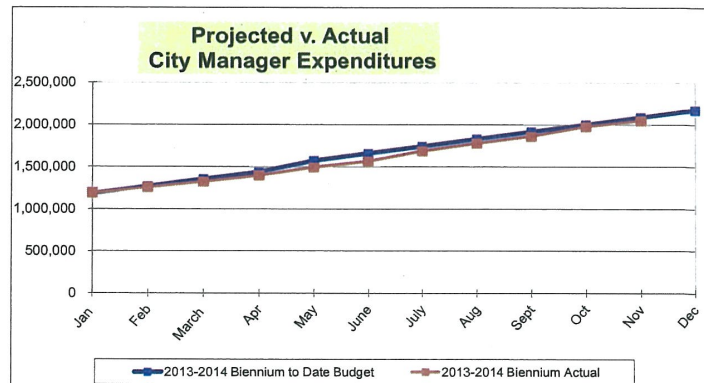
Year To Date
 Actual v. Projected 101%



CITY MANAGER

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	1,097,895	1,130,965
Jan	1,183,852	1,189,496
Feb	1,269,809	1,257,866
March	1,355,766	1,324,359
Apr	1,441,723	1,398,892
May	1,527,105	1,495,261
June	1,611,062	1,566,463
July	1,747,019	1,688,976
Aug	1,832,976	1,782,669
Sept	1,918,933	1,864,822
Oct	2,004,890	1,979,951
Nov	2,090,847	2,050,545
Dec	2,176,804	

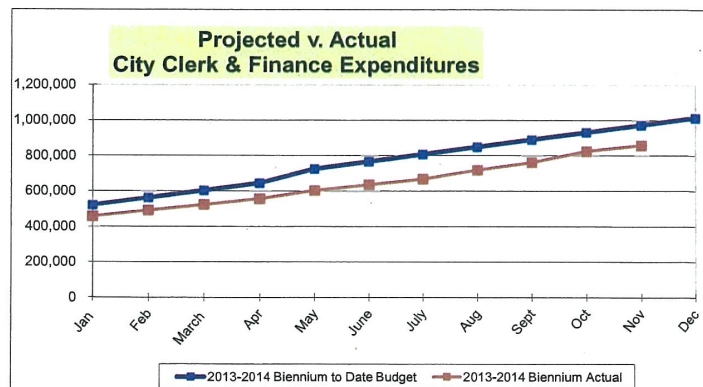
Year To Date
 Actual v. Projected 98%



CITY CLERK & FINANCE

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	480,650	425,025
Jan	522,143	457,052
Feb	563,636	490,739
March	605,130	523,431
Apr	646,623	556,263
May	726,616	602,975
June	768,109	636,138
July	809,602	668,418
Aug	851,095	718,742
Sept	892,589	762,063
Oct	934,082	824,852
Nov	975,575	858,907
Dec	1,017,068	

Year To Date
 Actual v. Projected 88%



**City of Kenmore, Washington
General Fund Expenditure Graphs
November 30, 2014**

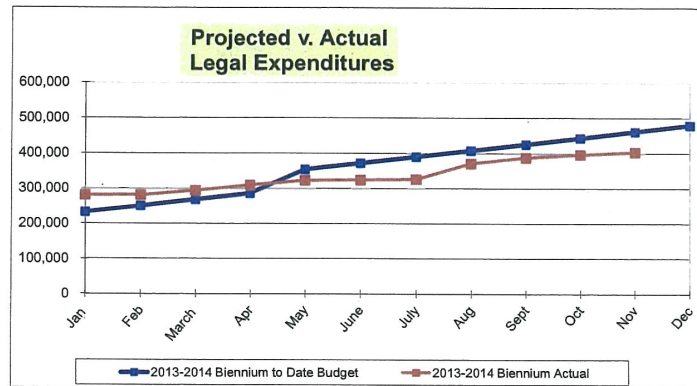
LEGAL

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	215,000	281,017
Jan	232,917	281,092
Feb	250,833	281,317
March	268,750	294,026
Apr	286,667	309,629
May	354,583	323,120
June	372,500	324,136
July	390,417	326,017
Aug	408,333	370,625
Sept	426,250	387,907
Oct	444,167	396,570
Nov	462,083	403,527
Dec	480,000	

Year To Date

Actual v. Projected

87%



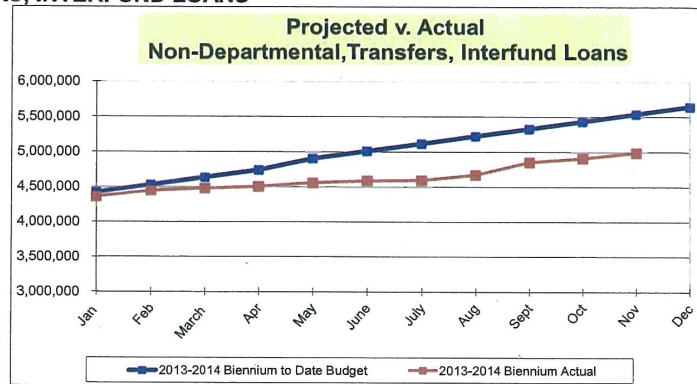
NON-DEPARTMENTAL, TRANSFERS, INTERFUND LOANS

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	4,318,276	4,104,765
Jan	4,424,219	4,357,541
Feb	4,530,161	4,443,879
March	4,636,104	4,475,316
Apr	4,742,047	4,500,992
May	4,906,989	4,554,891
June	5,012,932	4,585,459
July	5,118,875	4,589,791
Aug	5,224,817	4,667,930
Sept	5,330,760	4,849,514
Oct	5,436,703	4,904,761
Nov	5,542,645	4,985,181
Dec	5,648,588	

Year To Date

Actual v. Projected

90%



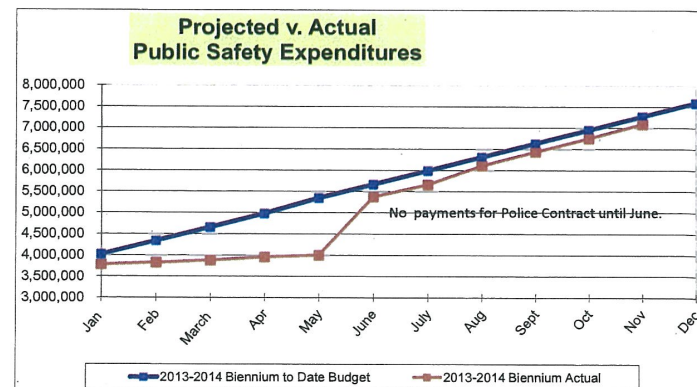
PUBLIC SAFETY

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	3,707,398	3,758,635
Jan	4,027,894	3,779,350
Feb	4,348,390	3,826,193
March	4,668,886	3,879,765
Apr	4,989,381	3,958,434
May	5,356,877	4,002,791
June	5,677,373	5,374,259
July	5,997,869	5,662,464
Aug	6,318,365	6,110,101
Sept	6,638,861	6,435,790
Oct	6,959,356	6,752,715
Nov	7,279,852	7,089,891
Dec	7,600,348	

Year To Date

Actual v. Projected

97%

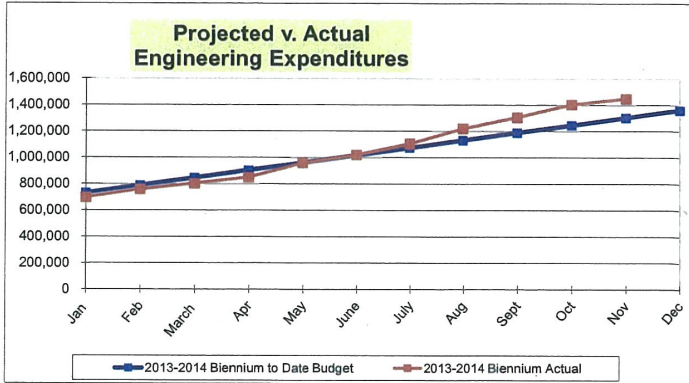


**City of Kenmore, Washington
General Fund Expenditure Graphs
November 30, 2014**

ENGINEERING

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	678,151	654,546
Jan	733,254	698,559
Feb	790,357	759,345
March	847,460	803,854
Apr	904,562	850,150
May	961,665	960,052
June	1,018,768	1,021,417
July	1,075,871	1,106,498
Aug	1,132,974	1,220,049
Sept	1,190,077	1,305,388
Oct	1,247,179	1,403,317
Nov	1,304,282	1,448,167
Dec	1,361,385	

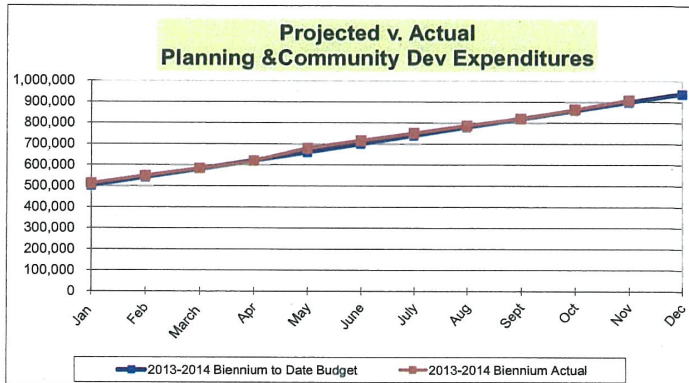
Year To Date
Actual v. Projected 111%



PLANNING & COMMUNITY DEV

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	462,482	477,890
Jan	502,229	512,492
Feb	541,975	549,038
March	581,722	583,810
Apr	621,468	619,806
May	661,215	680,519
June	700,962	716,522
July	740,708	751,750
Aug	780,455	787,160
Sept	820,201	820,580
Oct	859,948	863,998
Nov	899,694	907,832
Dec	939,441	

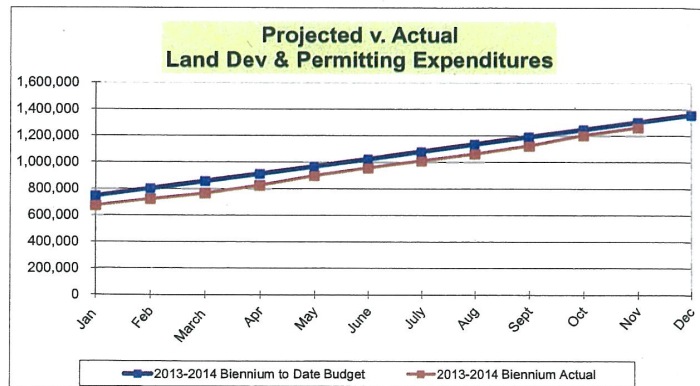
Year To Date
Actual v. Projected 101%



LAND DEV & PERMITTING

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	691,577	629,252
Jan	747,422	672,655
Feb	803,267	721,497
March	859,112	764,921
Apr	914,956	824,980
May	970,801	897,667
June	1,026,646	957,320
July	1,082,491	1,010,558
Aug	1,138,336	1,062,755
Sept	1,194,181	1,123,644
Oct	1,250,025	1,204,371
Nov	1,305,870	1,262,454
Dec	1,361,715	

Year To Date
Actual v. Projected 97%

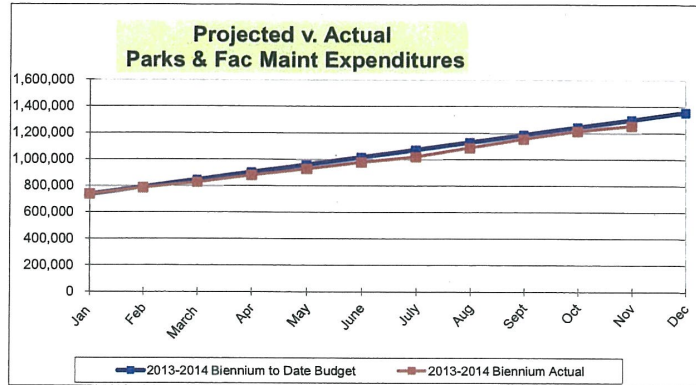


**City of Kenmore, Washington
General Fund Expenditure Graphs
November 30, 2014**

PARKS & FACILITY MAINT

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
2013	678,530	671,352
Jan	735,092	738,323
Feb	791,654	787,241
March	848,215	828,858
Apr	904,777	882,640
May	961,339	930,174
June	1,017,901	979,434
July	1,074,462	1,020,503
Aug	1,131,024	1,089,498
Sept	1,187,586	1,155,368
Oct	1,244,148	1,215,350
Nov	1,300,709	1,254,988
Dec	1,357,271	

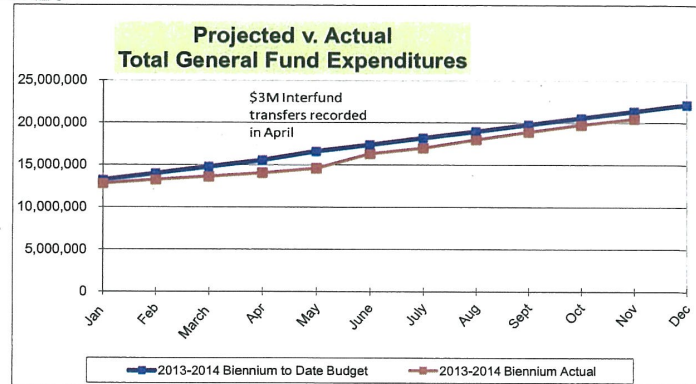
Year To Date
Actual v. Projected 96%



TOTAL GENERAL FUND EXPENDITURES

	2013-2014 Biennium to Date Budget	2013-2014 Biennium Actual
Jan	13,224,121	12,799,687
Feb	14,014,168	13,241,700
March	14,804,216	13,611,555
Apr	15,594,264	14,045,948
May	16,626,236	14,601,902
June	17,416,284	16,320,430
July	18,206,332	16,995,721
Aug	18,996,379	17,989,997
Sept	19,786,427	18,896,577
Oct	20,576,475	19,746,088
Nov	21,366,522	20,468,796
Dec	22,156,570	
2013-2014	21,914,645	

Year To Date
Actual v. Projected 96%



City of Kenmore, Washington
All Funds Cash Summary
November 30, 2014



	2011-2012			2013-2014
	BIENNIUM TO DATE	BUDGET	November	BIENNIUM TO DATE
GENERAL FUND				
Beginning Cash	4,941,884	4,337,249		4,337,249
Interfund Loan Repayment	0	0		1,200,000
Revenues	18,860,927	19,234,470	824,244	19,534,484
Total Sources	23,802,811	23,571,719	824,244	25,071,732
Interfund Loans	1,200,000	0		0
Expenditures	18,262,857	22,156,570	722,708	20,468,796
Ending Cash	4,339,954	1,415,149		4,602,937
Total Uses	23,802,811	23,571,719	722,708	25,071,732
STREET FUND				
Beginning Cash	2,040,582	1,513,938		1,513,938
Interfund Loan	0	0		0
Revenues	2,144,716	3,514,173	37,389	2,830,362
Total Sources	4,185,298	5,028,111	37,389	4,344,300
Expenditures	2,672,835	3,534,126	330,917	2,953,867
Ending Cash	1,512,463	1,493,985		1,390,433
Total Uses	4,185,298	5,028,111	330,917	4,344,300
TRANSPORTATION CAPITAL FUND				
Beginning Cash	1,209,197	427,539		427,539
Revenues	4,657,682	12,656,875	18,500	4,276,059
Total Sources	5,866,879	13,084,414	18,500	4,703,598
Expenditures	4,447,557	12,246,837	230,423	4,407,302
Ending Cash	1,419,322	837,577		296,296
Total Uses	5,866,879	13,084,414	230,423	4,703,598
PUBLIC ART FUND				
Beginning Cash	68,244	68,540		68,540
Revenues	1,296	600	0	447
Total Sources	69,540	69,140	0	68,987
Expenditures	1,000	1,766	0	1,557
Ending Cash	68,540	67,374		67,430
Total Uses	69,540	69,140	0	68,987
PARK IMPACT FEE FUND				
Beginning Cash	1,354,455	1,610,440		1,610,440
Revenues	285,604	346,567	22,833	518,810
Total Sources	1,640,059	1,957,007	22,833	2,129,249
Expenditures	29,620	1,105,000	0	1,396,000
Ending Cash	1,610,439	852,007		733,249
Total Uses	1,640,059	1,957,007	0	2,129,249
TRANSPORTATION IMPACT FEE FUND				
Beginning Cash	545,655	240,535		240,535
Revenues	916,135	876,670	75,906	1,123,340
Total Sources	1,461,790	1,117,205	75,906	1,363,875
Expenditures	1,221,255	822,500	0	248,000
Ending Cash	240,535	294,705		1,115,875
Total Uses	1,461,790	1,117,205	0	1,363,875
SWAMP CREEK BASIN FUND				
Beginning Cash	1,762,640	1,581,067		1,581,067
Revenues	16,536	16,000	0	10,057
Total Sources	1,779,176	1,597,067	0	1,591,124
Expenditures	198,109	160,000	0	202,365
Ending Cash	1,581,067	1,437,067		1,388,759
Total Uses	1,779,176	1,597,067	0	1,591,124
TRANSPORTATION BENEFIT DISTRICT FUND				
Beginning Cash	0	0		0
Revenues	0	535,000	28,156	454,029
Total Sources	0	535,000	28,156	454,029
Expenditures	0	535,000	0	465,500
Ending Cash	0	0		(11,471)
Total Uses	0	535,000	0	454,029
SAMMAMISH BRIDGE REPLACEMENT FUND				
Beginning Cash	0	0		0
Revenues	0	80,000	0	80,264
Total Sources	0	80,000	0	80,264
Expenditures	0	80,000	0	80,000
Ending Cash	0	0		264
Total Uses	0	80,000	0	80,264

City of Kenmore, Washington
All Funds Cash Summary
November 30, 2014



	2011-2012 BIENNIUM TO DATE	BUDGET	November	2013-2014 BIENNIUM TO DATE
REAL ESTATE EXCISE TAX FUND				
Beginning Cash	1,866,318	1,965,806		1,965,806
Revenues	1,497,557	1,147,317	85,748	1,946,406
Total Sources	3,363,874	3,113,123	85,748	3,912,211
Expenditures	2,386,812	2,757,050	0	1,305,100
Ending Cash	977,062	356,073		2,607,111
Total Uses	3,363,874	3,113,123	0	3,912,211
KENMORE VILLAGE FUND				
Beginning Cash	60,725	163,588		163,588
Interfund Loan	1,200,000			0
Revenues	555,153	4,576,500	0	4,628,070
Total Sources	1,815,878	4,740,088	0	4,791,658
Interfund Loans	0	0		1,200,000
Expenditures	1,663,002	2,500,646	9,491	1,146,650
Ending Cash	152,875	2,239,442		2,445,008
Total Uses	1,815,878	4,740,088	9,491	4,791,658
PARK CAPITAL FUND				
Beginning Cash	0	0		0
Revenues	0	1,916,534	16,830	1,863,320
Total Sources	0	1,916,534	16,830	1,863,320
Expenditures	0	1,873,000	5,660	1,768,592
Ending Cash	0	43,534		94,728
Total Uses	0	1,916,534	5,660	1,863,320
SURFACE WATER MANAGEMENT FUND				
Beginning Cash	1,590,280	1,419,392		1,419,392
Revenues	3,739,336	3,824,176	394,320	3,983,761
Total Sources	5,329,616	5,243,568	394,320	5,403,153
Expenditures	3,908,437	4,908,887	66,339	2,931,329
Ending Cash	1,421,179	334,681		2,471,824
Total Uses	5,329,616	5,243,568	66,339	5,403,153
SURFACE WATER CAPITAL FUND				
Beginning Cash	0	0		0
Revenues	0	1,988,261	0	493,045
Total Sources	0	1,988,261	0	493,045
Expenditures	0	1,988,261	31,407	1,069,713
Ending Cash	0	0		(576,667)
Total Uses	0	1,988,261	31,407	493,045
STRATEGIC RESERVE FUND				
Beginning Cash	1,264,464	1,264,464		1,264,464
Interfund Loan Repayment	0			0
Revenues	0	0	0	0
Total Sources	1,264,464	1,264,464	0	1,264,464
Interfund Loans	0			0
Expenditures	0	0	0	0
Ending Cash	1,264,464	1,264,464		1,264,464
Total Uses	1,264,464	1,264,464	0	1,264,464
STRATEGIC OPPORTUNITIES FUND				
Beginning Cash	0	0		0
Revenues	0	3,301,862	3,080	3,318,544
Total Sources	0	3,301,862	3,080	3,318,544
Expenditures	0	1,190,900	8,095	1,152,831
Ending Cash	0	2,110,962		2,165,713
Total Uses	0	3,301,862	8,095	3,318,544
EQUIPMENT REPLACEMENT FUND				
Beginning Cash	524,310	490,603		490,603
Revenues	188,365	155,142	0	128,677
Total Sources	712,675	645,745	0	619,280
Expenditures	222,072	276,250	0	113,609
Ending Cash	490,603	369,495		505,672
Total Uses	712,675	645,745	0	619,280
TRUST AND AGENCY (NON BUDGETED FUND)*				
Beginning Cash	278,859	247,209		247,209
Revenues	122,994	0	31,114	215,065
Total Sources	401,854	247,209	31,114	462,274
Expenditures	154,645	0	7,660	43,733
Ending Cash	247,209	247,209		418,542
Total Uses	401,854	247,209	7,660	462,274
TOTALS				
Beginning Cash	17,507,613	15,330,369		15,330,369
Interfund Loan	0	0		1,200,000
Revenues	32,986,301	54,170,147	1,538,120	45,404,740
Total Sources	50,493,914	69,500,516	1,538,120	61,935,109
Interfund Loans	1,200,000	0		1,200,000
Expenditures	34,970,092	56,136,793	1,412,700	39,754,943
Ending Cash	15,325,713	13,363,723		20,980,166
Total Uses	51,495,805	69,500,516	1,412,700	61,935,109

I:\Admin & Finance\Monthly Reports\2014\Nov.xlsx All Funds

**City of Kenmore, Washington
Street Fund Summary Report
November 30, 2014**



	MONTH <u>November 2014</u>	BIENNIUM TO DATE <u>2013-2014</u>	% of <u>BUDGET</u>	BUDGET <u>2013-2014</u>
<u>REVENUES</u>				
Beginning Fund Balance		1,512,154		1,513,938
Fuel Tax	37,147	834,290	99.0%	843,072
FEMA Assistance	0	100	-	0
Brightwater Mitigation	0	250,000	-	250,000
Investment Interest	0	11,941	59.7%	20,000
Miscellaneous	242	2,030	-	0
Transfer from General Fund	0	874,000	59.2%	1,476,101
Transfer from REET	0	400,000	100.0%	400,000
Transfer from TBD	0	458,000	87.2%	525,000
Total Revenues	37,389	2,830,361	80.5%	3,514,173

Total Revenues & Beginning Fund Balance	4,342,515	5,028,111
---	-----------	-----------

	MONTH <u>November</u>	BIENNIUM TO DATE <u>2013-2014</u>	% of <u>BUDGET</u>	BUDGET <u>2013-2014</u>
<u>EXPENDITURES</u>				
Salary and Benefits	14,954	356,575	94.9%	375,821
Maintenance & Operations	52,975	1,475,363	93.3%	1,581,305
Overlay	254,359	855,966	61.8%	1,386,000
Capital	8,629	154,963	387.4%	40,000
Transfer to Transportation Capital	0	86,000	100.0%	86,000
Transfer to Surface Water Mgt.	0	25,000	100.0%	25,000
Total Expenditures	330,917	2,953,867	84.5%	3,494,126

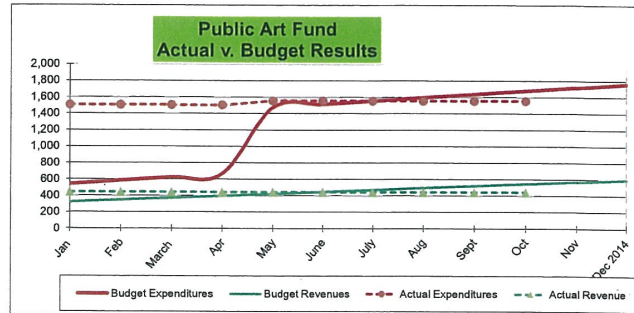
Ending Fund Balance	1,388,649	1,533,985
---------------------	-----------	-----------

Total Expenditures and Ending Fund Balance	4,342,515	5,028,111
--	-----------	-----------

**City of Kenmore, Washington
Other Funds Monthly Activity
November 30, 2014**

PUBLIC ART FUND

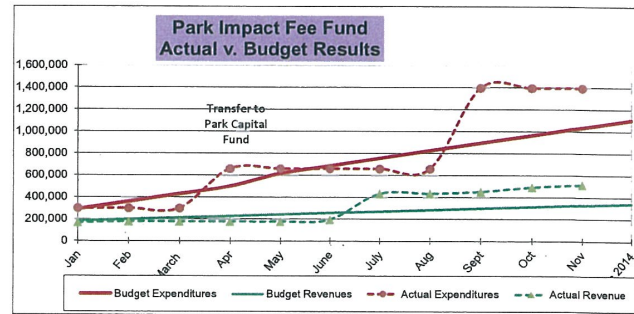
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	500	1,507	300	447
Jan	542	1,507	325	447
Feb	583	1,507	350	447
March	625	1,507	375	447
Apr	667	1,507	400	447
May	1,474	1,557	425	447
June	1,516	1,557	450	447
July	1,558	1,557	475	447
Aug	1,599	1,557	500	447
Sept	1,641	1,557	525	447
Oct	1,683	1,557	550	447
Nov	1,724		575	
Dec 2014	1,766		600	
2013-2014	1,000		600	
Total Actual to Date vs Total Budget		156%		75%



This fund accounts for public art authorized by Ordinance 01-0115. One percent (1%) of public project construction contracts is contributed to this fund to provide for public art displays or performing arts events as authorized by the City Council.

PARK IMPACT FEE FUND

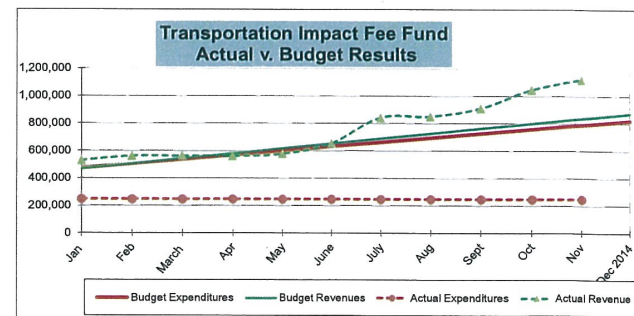
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	220,000	297,921	172,214	145,576
Jan	289,917	297,921	186,743	170,556
Feb	359,833	297,921	201,273	180,704
March	429,760	297,921	215,802	180,704
Apr	499,667	659,000	230,332	180,704
May	615,583	659,000	244,861	180,704
June	685,500	659,000	259,391	198,463
July	755,417	659,000	273,920	435,089
Aug	825,333	659,000	288,449	437,626
Sept	895,250	1,396,000	302,979	455,385
Oct	965,167	1,396,000	317,508	495,977
Nov	1,035,083	1,396,000	332,038	518,810
Dec 2014	1,105,000		346,567	
2013-2014	1,059,000		346,567	
Total Actual to Date vs Total Budget		132%		150%



This fund accounts for City imposed park impact fees on new development. Expenditures are for public park acquisitions and improvements. In the 2011-2012 budget, expenditures represent transfers to Municipal Capital Fund for improvements to City parks.

TRANSPORTATION IMPACT FEE FUND

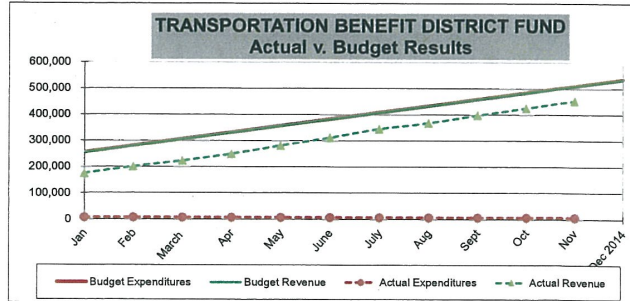
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	442,500	248,000	435,973	423,888
Jan	474,167	248,000	472,698	532,620
Feb	505,833	248,000	509,423	566,356
March	537,500	248,000	546,147	566,356
Apr	569,167	248,000	582,872	566,356
May	600,833	248,000	619,597	581,691
June	632,500	248,000	656,322	656,063
July	664,167	248,000	693,046	845,017
Aug	695,833	248,000	729,771	853,451
Sept	727,500	248,000	766,496	912,489
Oct	759,167	248,000	803,221	1,047,433
Nov	790,833	248,000	839,945	1,123,339
Dec 2014	822,500		876,670	
2013-2014	822,500		876,670	
Total Actual to Date vs Total Budget		30%		128%



This fund accounts for City imposed transportation impact fees on new development. Expenditures are for public transportation improvements.

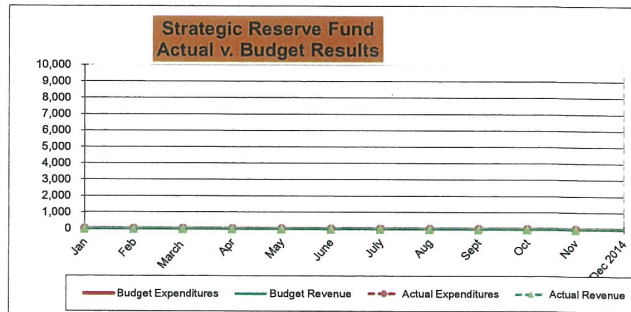
**City of Kenmore, Washington
Other Funds Monthly Activity
November 30, 2014**

TRANSPORTATION BENEFIT DISTRICT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	230,000	5,000	230,000	151,178
Jan	255,417	7,500	255,417	175,714
Feb	280,833	7,500	280,833	201,632
March	306,250	7,500	306,250	224,211
Apr	331,667	7,500	331,667	250,268
May	357,083	7,500	357,083	282,106
June	382,500	7,500	382,500	312,341
July	407,917	7,500	407,917	346,060
Aug	433,333	7,500	433,333	368,652
Sept	458,750	7,500	458,750	398,669
Oct	484,167	7,500	484,167	425,874
Nov	509,583	7,500	509,583	454,029
Dec 2014	535,000		535,000	
2013-2014	535,000		535,000	
Total Actual to Date vs Total Budget		1%		85%



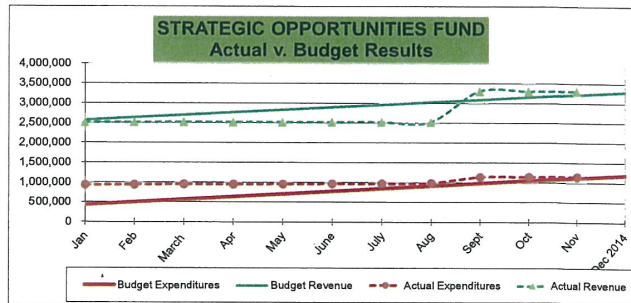
The Transportation Benefit District fund accounts for the \$20 vehicle license tab fees levied on vehicles located in the Kenmore city limits. The revenue generated will be used in maintaining the City's transportation system.

STRATEGIC RESERVE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	0	0	0	0
Jan	0	0	0	0
Feb	0	0	0	0
March	0	0	0	0
Apr	0	0	0	0
May	0	0	0	0
June	0	0	0	0
July	0	0	0	0
Aug	0	0	0	0
Sept	0	0	0	0
Oct	0	0	0	0
Nov	0	0	0	0
Dec 2014	0		0	
2013-2014	0		0	
Total Actual to Date vs Total Budget		0%		0%



This fund was created to serve as the City's emergency reserve fund. Per State Statute, the fund cannot exceed \$.375 per \$1,000 of the City's assessed value and is fully funded at \$1,264,464 for 2011. No expenditures are anticipated or have been budgeted at this time.

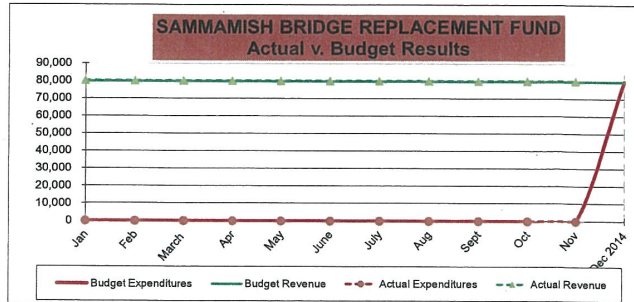
STRATEGIC OPPORTUNITIES FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	364,100	928,553	2,512,500	2,521,694
Jan	433,000	932,712	2,578,280	2,522,844
Feb	501,900	941,850	2,644,060	2,523,544
March	570,800	953,684	2,709,841	2,525,844
Apr	639,700	962,558	2,775,621	2,527,934
May	708,600	967,849	2,841,401	2,529,084
June	777,500	965,388	2,907,181	2,530,934
July	846,400	969,831	2,972,961	2,532,434
Aug	915,300	984,227	3,038,741	2,534,534
Sept	984,200	1,137,748	3,104,522	3,312,864
Oct	1,053,100	1,144,735	3,170,302	3,315,464
Nov	1,122,000	1,152,831	3,236,082	3,318,544
Dec 2014	1,190,900		3,301,862	
2013-2014	1,190,900		3,301,862	
Total Actual to Date vs Total Budget		97%		101%



The purpose of the Strategic Opportunities Fund is to have funds available for the City to make key investments or take advantage of strategic opportunities as they present themselves. For 2013-14, the Business Incubator expenditures are budgeted in this fund.

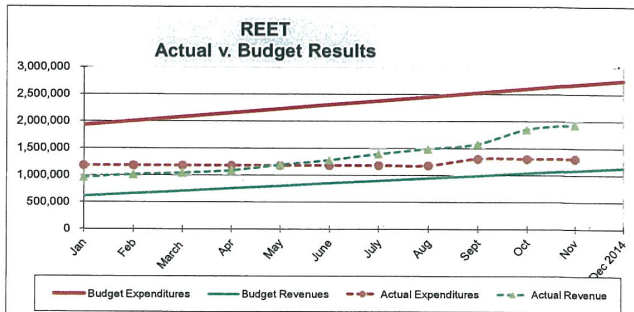
**City of Kenmore, Washington
Other Funds Monthly Activity
November 30, 2014**

SAMMAMISH BRIDGE REPLACEMENT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	0	0	80,000	80,264
Jan	0	0	80,000	80,264
Feb	0	0	80,000	80,264
March	0	0	80,000	80,264
Apr	0	0	80,000	80,264
May	0	0	80,000	80,264
June	0	0	80,000	80,264
July	0	0	80,000	80,264
Aug	0	0	80,000	80,264
Sept	0	0	80,000	80,264
Oct	0	0	80,000	80,264
Nov	0	0	80,000	80,264
Dec 2014	80,000		80,000	
2013-2014	80,000		80,000	
Total Actual to Date vs Total Budget		0%		100%



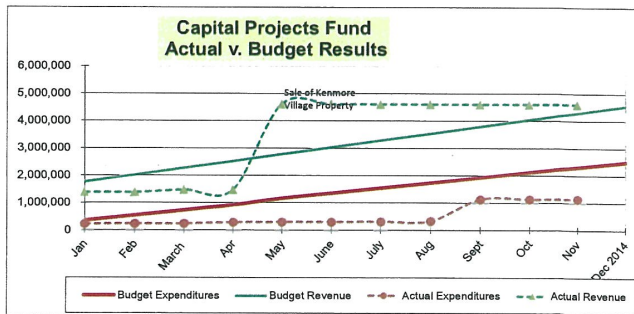
The Sammamish Bridge Replacement fund is a fund used to put money aside for the replacement of the West Sammamish bridge.

REAL ESTATE EXCISE TAX FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	1,852,050	1,181,929	569,468	894,198
Jan	1,927,467	1,181,929	617,622	966,304
Feb	2,002,883	1,181,929	665,776	1,020,343
March	2,078,300	1,181,929	713,930	1,050,769
Apr	2,153,717	1,181,929	762,084	1,095,886
May	2,229,133	1,181,929	810,238	1,198,143
June	2,304,550	1,181,929	858,393	1,286,214
July	2,379,967	1,181,929	906,547	1,403,072
Aug	2,455,383	1,181,929	954,701	1,496,004
Sept	2,530,800	1,305,100	1,002,855	1,587,816
Oct	2,606,217	1,305,100	1,051,009	1,860,658
Nov	2,681,633	1,305,100	1,099,163	1,946,406
Dec 2014	2,757,050		1,147,317	
2013-2014	2,757,050		1,147,317	
Total Actual to Date vs Total Budget		47%		170%



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.

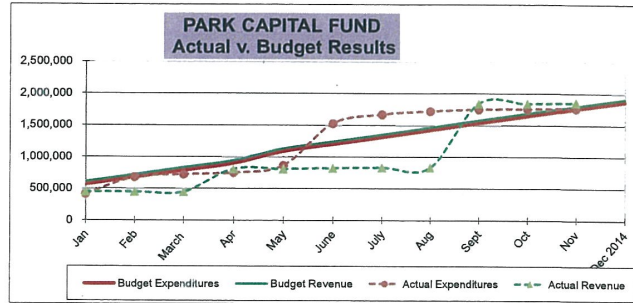
KENMORE VILLAGE FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	161,600	223,689	1,523,020	1,403,543
Jan	352,357	228,343	1,777,477	1,403,543
Feb	543,114	232,785	2,031,933	1,404,293
March	733,872	240,111	2,286,390	1,495,043
Apr	924,629	287,786	2,540,847	1,496,055
May	1,165,346	300,610	2,795,303	4,626,943
June	1,356,103	303,418	3,049,760	4,627,422
July	1,546,860	317,360	3,304,217	4,627,422
Aug	1,737,617	340,640	3,558,673	4,627,524
Sept	1,928,375	1,131,262	3,813,130	4,627,524
Oct	2,119,132	1,137,159	4,067,587	4,628,069
Nov	2,309,889	1,146,650	4,322,043	4,628,069
Dec 2014	2,500,646		4,576,500	
2013-2014	2,450,686		4,576,500	
Total Actual to Date vs Total Budget		47%		101%



The Kenmore Village Fund accounts for leasing activity and property transactions within Kenmore Village

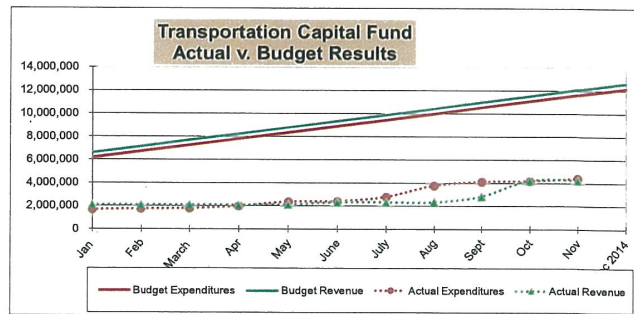
**City of Kenmore, Washington
Other Funds Monthly Activity
November 30, 2014**

PARK CAPITAL FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	460,000	416,605	503,534	435,869
Jan	571,417	416,605	614,951	453,684
Feb	682,833	681,756	726,367	453,684
March	794,250	727,532	837,784	453,684
Apr	905,667	754,427	949,201	814,763
May	1,093,083	867,757	1,136,617	814,763
June	1,204,500	1,528,642	1,248,034	830,479
July	1,315,917	1,671,991	1,359,451	839,148
Aug	1,427,333	1,724,670	1,470,867	839,365
Sept	1,538,750	1,751,979	1,582,284	1,845,536
Oct	1,650,167	1,762,932	1,693,701	1,846,081
Nov	1,761,583	1,768,592	1,805,117	1,862,911
Dec 2014	1,873,000		1,916,534	
2013-2014	1,797,000		1,840,534	
Total Actual to Date vs Total Budget		98%		101%



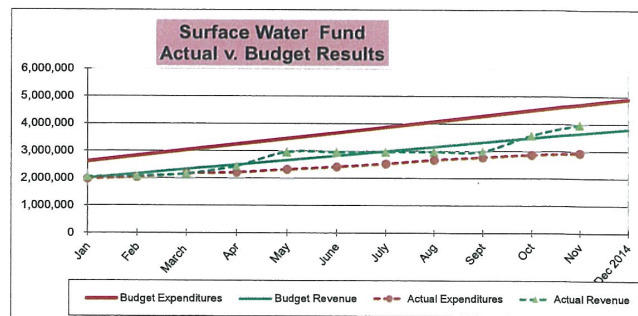
The Park Capital fund will account for Park Capital Projects formerly included in the Municipal Capital fund. In addition, distributions from the King County Proposition 2 Parks Expansion Levy will be receipted into this fund

TRANSPORTATION CAPITAL FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	5,635,750	1,671,348	6,081,950	2,127,659
Jan	6,179,174	1,679,339	6,629,860	2,127,659
Feb	6,722,598	1,739,110	7,177,771	2,127,659
March	7,266,022	1,794,315	7,725,681	2,127,659
Apr	7,809,446	1,990,022	8,273,592	2,127,659
May	8,352,870	2,365,172	8,821,502	2,166,383
June	8,896,294	2,401,009	9,369,413	2,370,522
July	9,439,717	2,790,845	9,917,323	2,370,522
Aug	9,983,141	3,770,300	10,465,233	2,370,522
Sept	10,526,565	4,109,800	11,013,144	2,882,401
Oct	11,069,989	4,176,879	11,561,054	4,257,559
Nov	11,613,413	4,407,302	12,108,965	4,276,059
Dec 2014	12,156,837		12,656,875	
2013-2014	12,156,837		12,656,875	
Total Actual to Date vs Total Budget		36%		34%



The Transportation Capital Fund accounts for capital improvements to the City's streets and SR 522, funded by various grants plus City resources from real estate excise tax and transportation impact fees. All phases of improvements to SR 522 are now accounted for in this fund. There is a time lag between project expenditures and reimbursements from grants; this accounts for the lower revenues compared to the expenditures.

SURFACE WATER MANAGEMENT FUND				
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	2,407,615	1,947,517	1,859,138	2,068,281
Jan	2,616,054	1,984,043	2,022,891	2,072,887
Feb	2,824,494	2,048,468	2,186,644	2,100,032
March	3,032,933	2,174,549	2,350,398	2,180,736
Apr	3,241,372	2,214,282	2,514,151	2,460,553
May	3,449,812	2,328,898	2,677,904	2,975,029
June	3,658,251	2,419,536	2,841,657	2,979,292
July	3,866,690	2,533,957	3,005,410	2,985,256
Aug	4,075,130	2,671,431	3,169,163	2,989,826
Sept	4,283,569	2,771,677	3,332,917	3,003,984
Oct	4,492,008	2,864,990	3,496,670	3,589,441
Nov	4,700,448	2,931,329	3,660,423	3,983,761
Dec 2014	4,908,887		3,824,176	
2013-2014	4,908,887		3,824,176	
Total Actual to Date vs Total Budget		60%		104%

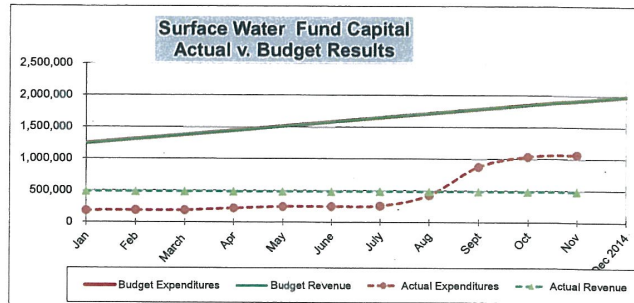


This fund accounts for receipts from surface water assessments. The assessments are collected through the property tax billings; the majority of the receipts are collected in May and November. Expenditures are for surface water maintenance activities such as sweeping and drainage as well as capital improvements.

**City of Kenmore, Washington
Other Funds Monthly Activity
November 30, 2014**

SURFACE WATER CAPITAL FUND

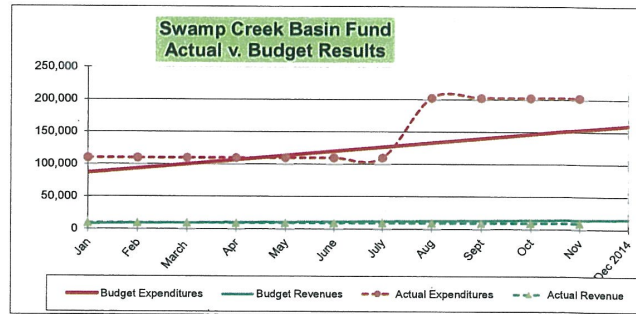
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	1,175,250	178,118	1,175,250	493,045
Jan	1,243,001	186,350	1,243,001	493,045
Feb	1,310,752	192,993	1,310,752	493,045
March	1,378,503	193,047	1,378,503	493,045
Apr	1,446,254	224,776	1,446,254	493,045
May	1,514,005	249,094	1,514,005	493,045
June	1,581,756	252,775	1,581,756	493,045
July	1,649,506	258,815	1,649,506	493,045
Aug	1,717,257	430,915	1,717,257	493,045
Sept	1,785,008	877,998	1,785,008	493,045
Oct	1,852,759	1,038,306	1,852,759	493,045
Nov	1,920,510	1,069,712	1,920,510	493,045
Dec 2014	1,988,261		1,988,261	
2013-2014	1,988,261		1,988,261	
Total Actual to Date vs Total Budget		54%		25%



This fund accounts for the expenditures for Surface Water Capital Improvements. Revenue sources for this fund include a variety of federal, state, or local grants, surface water management fees transferred from the Surface Water Management Fund and real estate excise taxes.

SWAMP CREEK BASIN FUND

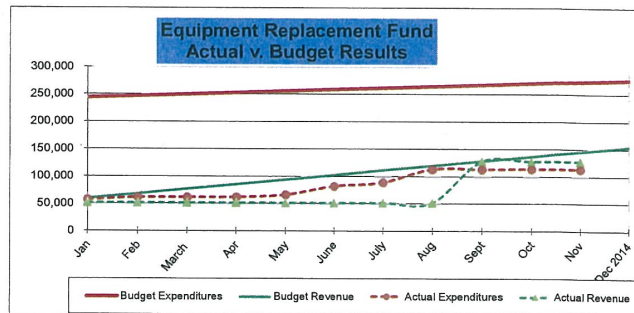
	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	80,000	109,873	8,200	10,057
Jan	86,667	109,873	8,850	10,057
Feb	93,333	109,873	9,500	10,057
March	100,000	109,873	10,150	10,057
Apr	106,667	109,873	10,800	10,057
May	113,333	109,873	11,450	10,057
June	120,000	109,873	12,100	10,057
July	126,667	109,873	12,750	10,057
Aug	133,333	202,366	13,400	10,057
Sept	140,000	202,366	14,050	10,057
Oct	146,667	202,366	14,700	10,057
Nov	153,333	202,366	15,350	10,057
Dec 2014	160,000		16,000	
2013-2014	160,000		16,000	
Total Actual to Date vs Total Budget		126%		63%



This fund accounts for the Memorandum of Agreement with King County which provided funds reserved for surface water projects, improvements, and maintenance within the Swamp Creek Basin.

EQUIPMENT REPLACEMENT FUND

	2013-2014 Budget Expenditures	2013-2014 Actual Expenditures	2013-2014 Budget Revenue	2013-2014 Actual Revenue
2013	241,250	57,389	51,850	52,858
Jan	244,167	57,389	60,458	52,858
Feb	247,083	61,687	69,065	52,858
March	250,000	61,687	77,673	52,858
Apr	252,917	62,104	86,281	52,858
May	255,833	66,341	94,888	52,858
June	258,750	81,873	103,496	52,858
July	261,667	88,682	112,104	52,858
Aug	264,583	112,989	120,711	52,858
Sept	267,500	112,989	129,319	128,678
Oct	270,417	113,609	137,927	128,678
Nov	273,333	113,609	146,534	128,678
Dec 2014	276,250		155,142	
2013-2014	276,250		155,142	
Total Actual to Date vs Total Budget		41%		83%



This fund is used to maintain a reserve for future replacement of equipment, including, but not limited to furniture, computers and vehicles. Payments are received from various operating departments and funds that benefit from or use the assets.

City of Kenmore, Washington
Cash and Investment Report
November 30, 2014



Fund	Beg. Cash & Inv.	Monthly	Monthly	End. Cash & Inv.
	from Prev. Mo.	Revenues	Expenditures	Current Month
General	\$4,502,097	\$824,244	\$722,708	4,603,633
Street	1,682,484	37,389	330,917	1,388,957
Transportation Capital	1,500,003	18,500	230,423	1,288,080
Public Art	67,431	0	0	67,431
Park Impact Fee	715,075	22,833	0	737,908
Transportation Impact Fee	1,039,970	75,906	0	1,115,876
Swamp Creek Basin	1,388,759	0	0	1,388,759
Transportation Benefit District	-39,626	28,156	0	(11,471)
Sammamish Bridge Replacement	264	0	0	264
Real Estate Excise Tax	1,532,618	85,748	0	1,618,366
Kenmore Village	2,443,783	0	9,491	2,434,292
Park Capital	83,558	16,830	5,660	94,728
Surface Water Management	2,145,631	394,320	66,339	2,473,612
Surface Water Capital	-545,261	0	31,407	(576,667)
Strategic Reserve	1,264,465	0	0	1,264,465
Strategic Opportunities	2,170,729	3,080	8,095	2,165,713
Equipment Replacement	505,671	0	0	505,671
Trust & Agency	395,084	31,114	7,660	418,538
Totals	\$20,852,735	\$1,538,120	\$1,412,700	\$20,978,155

Fund	Cash, Savings,	(> One Year)	Total
	Local Govt Investment Pool	Fixed Investments	
General	-\$828,949	\$5,479,894	4,650,945
Street	541,979	850,000	1,391,979
Transportation Capital	296,299	0	296,299
Public Art	52,431	15,000	67,431
Park Impact Fee	-196,749	930,000	733,251
Transportation Impact Fee	1,085,877	30,000	1,115,877
Swamp Creek Basin	-11,241	1,400,000	1,388,759
Transportation Benefit District	-11,471	0	(11,471)
Sammamish Bridge Replacement	264	0	264
Real Estate Excise Tax	2,607,110	0	2,607,110
Kenmore Village	1,982,505	450,000	2,432,505
Park Capital	94,728	0	94,728
Surface Water Management	1,964,101	510,000	2,474,101
Surface Water Capital	-576,667	0	(576,667)
Strategic Reserve	414,465	850,000	1,264,465
Strategic Opportunities	2,165,713	0	2,165,713
Equipment Replacement	55,671	450,000	505,671
Trust & Agency	318,538	100,000	418,538
Totals	\$9,954,605	\$11,064,894	\$21,019,498

City of Kenmore, Washington
Schedule of Investments
November 30, 2014



Report by Security	Investment #	Type	Average Yield to Maturity-Securities				Possible Call Date	Overall Average Yield	0.58%
			Maturity Date	Purchase Date	Rate	Yield		Principal or Balance	Yield Equivalents
<u>Piper Jaffray</u>									
	313371PC4	FHLB	12/12/2014	6/7/2011	0.88%	0.88%	no call	991,238.90	8,722.90
	31771J4M9	FICO	9/26/2017	8/14/2012	1.13%	1.13%	non callable	894,731.88	10,137.31
Total Piper Jaffrey Purchases								1,885,970.78	18,860.21
<u>Time Value Investments</u>									
	3136G1BT5	FNMA	8/7/2017	7/2/2013	1.30%	1.30%	8/7/2013	982,099.00	12,767.29
	3135G0XK4	FNMA	5/25/2018	11/25/2013	1.38%	1.38%	2/25/2014	985,750.00	13,583.64
	3135G0XK4	FNMA	5/25/2018	2/27/2014	1.30%	1.30%	2/25/2014	989,691.00	12,865.98
	3134G43V8	FHLB	5/15/2018	7/23/2014	1.36%	1.36%	8/15/2014	988,450.00	13,462.69
	3133EA5T1	FFCB	1/23/2019	7/23/2014	1.59%	1.59%	7/28/2014	984,270.00	15,689.26
	31359MEL3	FNMA	4/22/2017	10/22/2012	0.86%	0.86%	no call	999,468.08	8,595.43
Total TVI Purchases								5,929,728.08	76,964.28
<u>Banner Bank CD's</u>									
	5740005425	CD	2/6/2016	2/6/2014	0.32%	0.32%		1,000,000.00	3,200.00
Total Banner Bank CD's								1,000,000.00	3,200.00
<u>Sound Community Bank CD's</u>									
	18299229	CD	2/11/2016	2/14/2014	0.80%	0.80%		1,000,000.00	8,000.00
Total Sound Community Bank CD's								1,000,000.00	8,000.00
<u>Opus Bank CD's</u>									
	280140042	CD	3/16/2015	3/15/2011	1.15%	1.15%		249,194.49	2,865.74
	11495975	CD	8/10/2015	2/10/2014	0.35%	0.35%		1,000,000.00	3,500.00
Total Cascade Bank CD's								1,249,194.49	6,365.74
TOTAL ALL SECURITIES								\$ 11,064,893.35	\$ 113,390.23
Banner Checking and Savings						0.07% Banner		4,208,863.34	2,946.20
Cash								1,005.00	-
Local Government Investment Pool						0.09% LGIP		5,744,744.31	5,417.29
Total Accounts								\$ 21,019,506.00	121,753.73

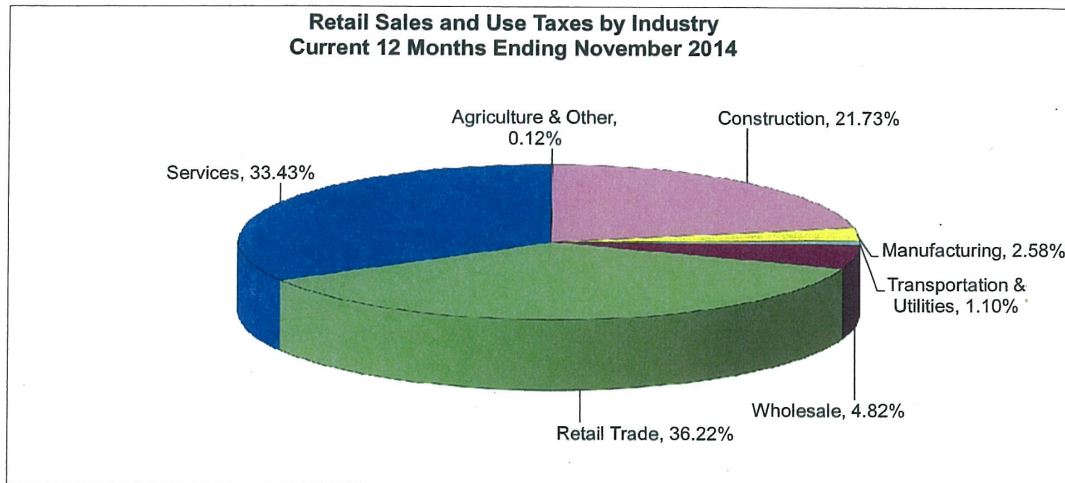
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 November 2014

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	161.63	0.00	161.63	0.1%
CONSTRUCTION	40,155.73	4,596.50	44,752.23	27.0%
MANUFACTURING	3,196.20	8.87	3,205.07	1.9%
TRANSPORTATION & UTILITIES	980.55	1,105.40	2,085.96	1.3%
WHOLESALE	11,067.88	95.18	11,163.06	6.7%
RETAIL TRADE	52,999.05	292.47	53,291.52	32.1%
SERVICES	40,745.91	550.29	41,296.20	24.9%
INFORMATION	7,383.81	176.28	7,560.10	4.6%
PUBLIC SERVICES	2.24	2,343.51	2,345.76	1.4%
	<u>156,693.01</u>	<u>9,168.51</u>	<u>165,861.52</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
November 30, 2014

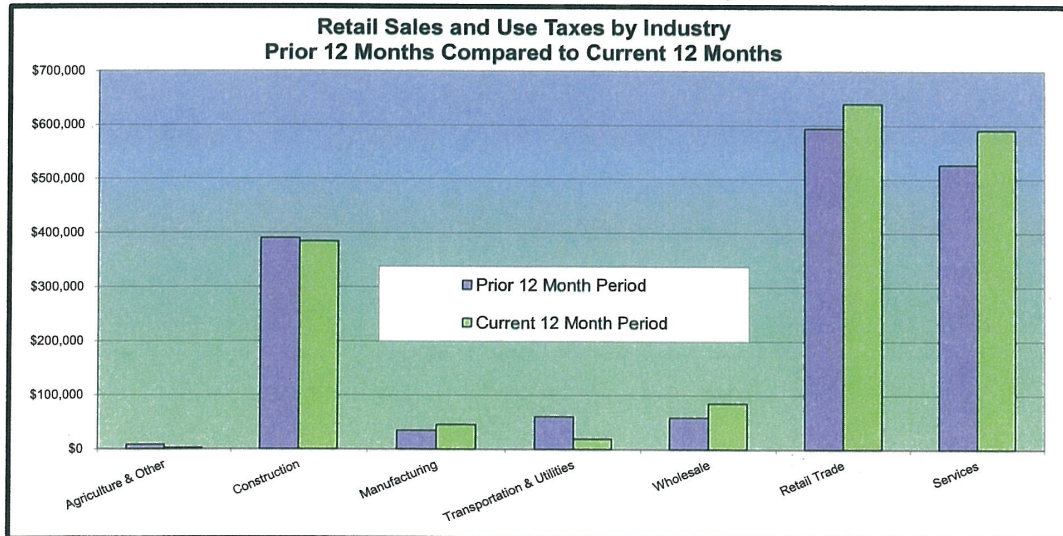


Industry	Prior 12 Months ending November 2013	Current 12 Months ending November 2014	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$8,129	\$2,044	-74.86%	0.12%
Construction	389,845	383,864 *	-1.53%	21.73%
Manufacturing (Printing, Publishing, Other Manuf.)	34,407	45,532	32.34%	2.58%
Transp/Comm/Utilities (Telecomm., Air Transport.)	60,108	19,520	-67.53%	1.10%
Wholesale (Lumber, Other Wholesale)	58,871	85,230	44.77%	4.82%
Retail Trade (Eating, Merchandise, Food Stores)	593,707	639,795	7.76%	36.22%
Services (Auction, Recreation, Auto Repair, Financial)	526,392	590,636	12.20%	33.43%
Totals	\$1,671,459	\$1,766,621	5.69%	100%
Increase/(Decrease)		\$95,162	5.69%	



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



**City of Kenmore, Washington
Real Estate Excise Tax Report
November 30, 2014**

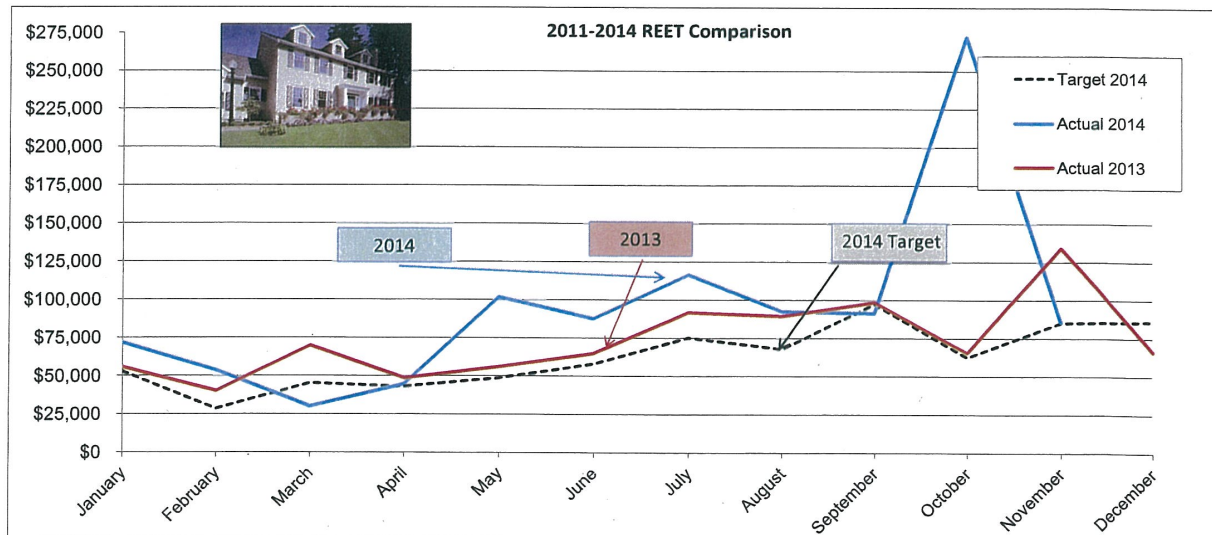


Real Estate Excise Taxes (REET) 2011 - 2014 Monthly Receipts					
	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Target 2014
January	48,679	54,359	55,801	72,106	52,921
February	27,294	18,064	40,281	54,038	28,533
March	36,507	29,691	69,946	30,426	45,360
April	50,463	30,662	48,671	45,118	43,245
May	37,671	52,575	56,178	102,257	48,785
June	48,938	60,408	64,938	88,070	58,067
July	53,012	81,316	91,779	116,858	75,333
August	57,471	56,626	89,496	92,932	67,832
September	111,107	82,785	98,573	91,812	97,442
October	61,805	60,265	65,596	272,842	62,525
November	33,475	88,057	134,286	85,748	85,232
December	39,510	152,262	66,342		85,997
	\$605,931	\$767,070	\$881,886		\$751,629

For 2014, REET is \$236,663 more than the same period last year and more than the 2014 target by \$386,933

* NOTE THE 2014 target is computed on a 3 year average (2011-2013) of actual receipts

Real Estate Excise Taxes (REET) 2011 - 2014 Property Sales > \$500,000 (The sales actually occur in the prior month; there is a 30 day lag between sales and when the City receives the revenue)								
Taxes from > \$500,000 Sale Amounts								
	2011	2012	2013	2014	2011	2012	2013	2014
January	1,046,085	5,515,283	3,380,165	4,699,850	5,178	27,301	16,732	23,264
February	547,257	1,152,000	3,417,500	3,930,920	2,709	5,702	16,917	19,458
March	1,100,000	750,000	3,514,000	2,175,430	5,445	3,713	17,394	10,768
April	1,075,000	870,000	1,570,450	4,266,725	5,321	4,307	7,774	21,120
May	2,372,000	2,796,250	3,634,210	12,347,730	11,741	13,841	17,989	61,121
June	2,605,000	1,215,000	2,761,500	7,353,999	12,895	6,014	13,669	36,402
July	3,354,950	4,196,500	8,478,706	15,071,601	16,607	20,773	41,970	74,604
August	3,045,950	1,756,200	6,131,455	5,882,306	15,077	8,693	30,351	29,117
September	15,691,044	4,859,500	10,911,500	8,437,700	77,671	24,055	54,012	41,767
October	7,873,950	3,087,500	5,568,400	44,456,605	38,976	15,283	27,564	220,060
November	875,000	8,334,960	18,620,230	8,922,100	4,331	41,258	92,170	44,164
December	2,189,000	23,033,200	4,606,450		10,836	114,014	22,802	0
	\$41,775,236	\$57,566,393	\$72,594,566	\$117,544,966	206,787	284,954	359,344	581,845



City of Kenmore, Washington
Monthly Report for Kenmore Village Fund
November 30, 2014



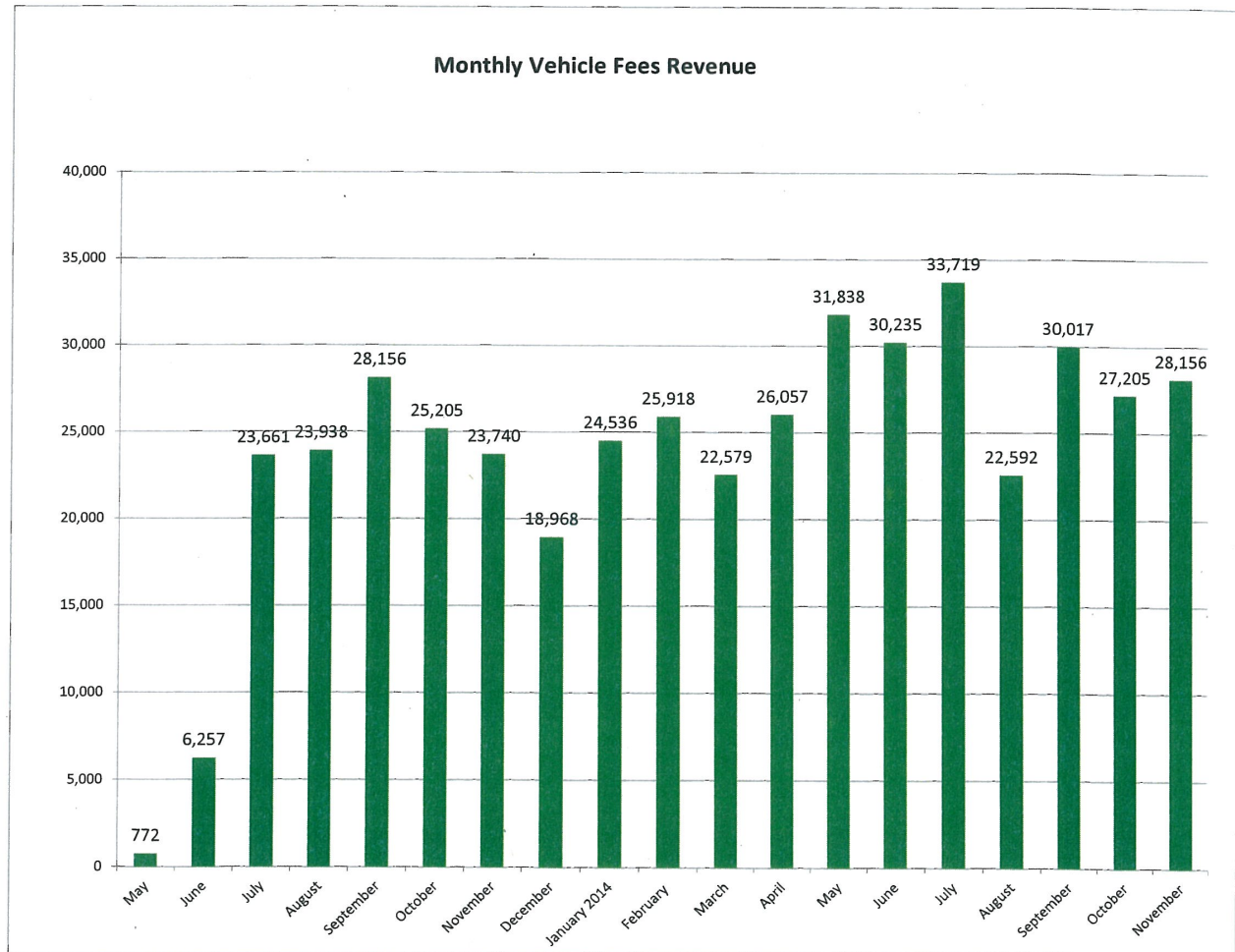
<u>Revenues</u>	<u>November 2014</u>	<u>Biennium-to- Date</u>	<u>Biennium Budget</u>
Lease Income (USPS & Kenmore Village)	0	50,750	102,100
Return of Security Deposit	0	0	0
Other Rent Income	0	15,100	15,000
Landlord Expense (CAM*) Reimbursement	0	0	0
Investment Interest	0	933	4,500
Sale of Property	0	4,555,922	4,440,000
Leasehold Excise Returned	0	5,365	14,900
Total Revenues	0	4,628,070	4,576,500
<u>Expenditures</u>			
6700 Building Improvements	0	0	11,000
Downtown Plan Services	9,491	265,702	228,168
Property Management	0	3,263	43,200
Utilities and Insurance - Kenmore Village	0	44,965	6,600
Repairs, Maintenance, Other Services	0	39,497	34,918
Transfers to Other Funds	0	776,800	926,800
Total Expenditures	9,491	1,130,227	1,250,686
 Net Income (Loss)	 -9,491	 3,497,844	 3,325,814

NOTE: This schedule only reflects activity occurring on the City books and does not include the lease revenue and expenditures accounted for by the property management firm.

Kenmore Transportation Benefit District
Monthly Report
November 30, 2014



<u>Revenues</u>	<u>November 2014</u>	<u>Biennium-to-Date</u>	<u>Biennium Budget</u>
Vehicle Fees			
Total Revenues	\$ 28,156	\$453,549	\$535,000
<u>Expenditures</u>			
WCIA Insurance	0	7,500	10,000
Reimbursement to Street Fund	0	458,000	525,000
Total Expenditures	0	465,500	535,000
Net Income (Loss)		-\$11,951	\$0



I:\Admin & Finance\Monthly Reports\2014\Nov.xlsxTBD

Subject/Topic: Contract No. 14-CI356 for services with King County Community Work Program Proposed Council Action/Motion: Authorize City Manager to Enter into a Service Agreement with King County Department of Adult and Juvenile Detention Community Work Program (CWP).	For Council Meeting Agenda of: January 20, 2015 Department: Public Works Prepared by: Jennifer Gordon, Public Works Ops Manager <u>Initial & Date</u> 1/7/15 ROK Approved by Department Head: Approved by City Attorney: Approved by Finance Director: Approved by City Manager: Exhibits/Attachments: Contract No. 14-CI356
Expenditure Required \$80,640.00 Amount Budgeted \$80,640.00 Appropriation Required \$	
<u>INFORMATION/BACKGROUND:</u> The King County Correctional Work Program (CWP) currently allows District Court to sentence offenders to work crews to perform supervised manual labor for various public service agencies. The program is designed to provide a diversion from jail for low-level, low-risk offenders and a visible restitution to the community. Offenders are sentenced directly to the CWP and may work off their fines, regain their driver's license or complete the terms of their sentence. CWP projects typically include various types of landscaping, habitat restoration and invasive species removal. CWP crews function year round and offer services Monday through Saturday. The City has been using this program for many years and it continues to be a cost effective way to get this type of labor work done.	
<u>FISCAL CONSIDERATION:</u> The daily rate for the King County CWP Crew is \$640 per day and includes one full time working supervisor and a minimum of four individuals assigned to the Community Work Program (the number of individuals is almost always more than four). This cost also covers all associated overhead and misc. costs such as training, transportation to and from site, tools and safety gear necessary to perform the job. The 2015 rate has increased from \$620 per day to \$640 per day. The increase can be covered in the existing budget. The work crew typically works two to three days every week throughout the year.	

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Economic Development and Parks Improvement

CONTRACT NO. 14-C1356

**City of Kenmore, Washington
Contract for Services
King County Department of Adult and Juvenile Detention
Community Work Program**

2015 AGREEMENT FOR SERVICES

THIS AGREEMENT is entered into the date last below written between the CITY OF KENMORE, WASHINGTON ("City") and THE KING COUNTY DEPARTMENT OF ADULT AND JUVENILE DETENTION Community Work Program ("Contractor").

1. SERVICES BY CONTRACTOR

Contractor shall perform the services described in and meeting the standards of the scope of work attached hereto as Attachment A.

2. TERM OF AGREEMENT

The term of this Agreement shall begin January 1, 2015 and shall extend through December 31, 2015. The crews will work two (2) and three (3) days per week for this contract period as directed by City staff. The Agreement may be extended by mutual consent of both parties.

3. PAYMENT

City shall pay contractor for such services a rate of \$ 640.00 per day. Total payments to CWP shall not exceed ***\$80,640*** during the contract period, based upon a total of 126 work days, unless a negotiated amendment has been approved and signed by both parties.

- A. Contractor shall maintain time and expense records and provide them to the City monthly, along with monthly invoices in a format acceptable to the City for work performed to the date of the invoice.
- B. All invoices shall be paid by mailing a City warrant within 30 days of receipt of a proper invoice.
- C. Contractor shall keep cost records and accounts pertaining to this Agreement available for inspection by City representative for three (3) years after final payment. Copies shall be made available on request.

- D. If the services rendered do not meet the requirements of the Agreement, Contractor will correct or modify the work to comply with the Agreement. City may withhold payment for such work until the work meets the requirements of the Agreement.

4. WORK CREW SELECTION

Contractor shall be responsible for the selection of crewmembers provided to the City under this Agreement. The work crew will consist of a work crew supervisor and four (4) or more individuals sanctioned to the Community Work Program by criminal or civil courts within King County.

5. WORK CREW SCHEDULE AND CANCELLATION

Contractor will provide the City with a work crew for each business day during the term of this Agreement; Provided, however, that Contractor maintains the right to cancel work activities due to inclement weather, insufficient number of crew members, or vacation or sick leave of the crew supervisor. Days missed during the business week may be scheduled and made up on Saturday's with the agreement of the Lake Forest Park contract liaison or designee. Per section 3A of this Agreement, the City will not be responsible for payment to the Contractor for days in which work activities are not conducted.

6. SUPERVISION OF THE WORK CREW

- A. Contractor shall provide at least one (1) supervisory person who shall be present at all times during the execution of all portions of the work, who shall direct, supervise and be thoroughly responsible for the Contractor work crew and its actions while in the performance of maintenance services. Contractor will provide necessary equipment to the participants, coordinate with the designated City supervisor to determine work site, schedules, obtain necessary on-site equipment and complete maintenance log for each work site.
- B. Contractor shall be responsible to provide all training to the crew supervisor regarding the scope of work, safety procedures, CPR, first aid, and defensive driving.

7. TRANSPORTATION

Transportation to and from the City's designated work sites will be the responsibility of the Contractor.

8. EQUIPMENT

All equipment necessary to complete the agreed upon services shall be the responsibility of Contractor unless otherwise discussed and agreed to by the parties. Safety equipment will be provided by Contractor to include hard hats, safety vests, goggles, gloves, rain gear, shoes, and ear protection devices.

9. PROTECTION OF EXISTING PROPERTY

It shall be the responsibility of Contractor to leave City facilities in existing or better condition. Any damage to facilities or unsatisfactory operation of utilities shall be brought to the City's attention immediately by Contractor. All damages to existing facilities shall be reviewed by the City and Contractor, and those damages caused by Contractor or its work crew shall be repaired or replaced at Contractor's expense.

10. SAFETY AND CLEANUP

- A. Contractor shall be responsible to maintain the work area free of debris and clutter and especially avoid causing any hazards anywhere on the property due to its operations.
- B. Upon completion of the day's work the job site as well as any space used by Contractor shall be left clean and orderly.
- C. Contractor shall be responsible for accomplishing work zone traffic control in accordance with applicable state regulations.

11. MAINTENANCE ACTIVITIES AND SCHEDULING

Contractor is to consider that City property is open to the public at all times, and the maintenance and associated work shall be conducted in such a way that the daily operation of the City property shall not be affected without prior approval by the City.

12. DISPOSAL METHODS:

Contractor shall select disposal sites and be responsible for the disposal of debris and unsuitable materials collected under the conditions of this Agreement. In no case shall debris and unsuitable materials be disposed upon the site or any property contiguous thereto. Contractor is solely responsible for any and all damages done or any regulation violated in the disposal of waste material, as well as for any other action that they perform. Contractor agrees to defend, indemnify, and hold the City of Lake Forest Park harmless free from liability for any and all damages, costs and expenses (including but not limited to attorneys' fees) incurred as a result of Contractor's

actions. The City of Lake Forest Park shall reimburse Contractor for any fees associated with disposal of debris collected at the designated work sites. Disposal fees will be reviewed and disagreements will be discussed and resolved by the parties.

13. DISCRIMINATION AND COMPLIANCE WITH LAWS

- A. Contractor agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, age, disability, or other circumstance prohibited by federal, state or local law or ordinance, except for a bona fide occupational qualification.
- B. Contractor shall comply with all federal, state and local laws and ordinances applicable to the work to be done under this Agreement.
- C. Violation of this Paragraph shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension of the Agreement by City, in whole or in part, and may result in ineligibility for further work for City.

14. GENERAL ADMINISTRATION AND MANAGEMENT

The Public Works Field Supervisor of the City of Lake Forest Park or his/her designee, shall be City's representative, and shall oversee and approve all services to be performed, coordinate all communications, and review and approve all invoices, under this Agreement.

15. HOLD HARMLESS AND INDEMNIFICATION

- A. Contractor shall protect, defend, indemnify and save harmless City, its officers, employees and agents from any and all costs, claims, judgments, or awards of damages, arising out of or in any way resulting from any actions by any work crew member while that work crew member is under County supervision and/or negligent or willful acts or omissions of Contractor, its officers, employees and agents in performing this agreement. For purposes of this agreement it is agreed that work crew members are not agents of the County.
- B. City shall protect, defend, indemnify and save harmless Contractor, its officers, employee and agents from any and all costs, claims, judgements or awards of damaged, arising out of or in any way resulting from the negligent acts or omissions of City, its officers, employees or agents in performing this agreement.
- C. The provisions of A and B shall survive the expiration or termination of this agreement.

16. INSURANCE

King County maintains a fully funded Self-Insurance program as defined in King County Code 4.12 for the protection and handling of the County's liabilities including injuries to persons and damage to property. Contractor shall respond to all injury claims made by Crew Supervisors in accordance with King County procedures governing worker's compensation.

17. SUBLETTING OR ASSIGNING CONTRACT

Neither City nor Contractor shall assign, transfer, or encumber any rights, duties or interests accruing from this Agreement without the express prior written consent of the other.

18. FUTURE SUPPORT

City makes no commitment and assumes no obligations for the support of Contractor's activities except as set forth in this Agreement.

19. INDEPENDENT CONTRACTOR

Contractor is and shall be at all times during the term of this Agreement an independent contractor. Nothing in this Agreement shall be construed to convert the work crew members, the work crew supervisor or any of Contractor's officers, agents, or employees into City employees.

20. EXTENT OF AGREEMENT/MODIFICATION

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties hereto.

21. TERMINATION

- A. This Agreement may be terminated by either party without cause, in whole or in part, prior to the date specified in Section II, by providing either party thirty- (30) days advance written notice of the termination.
- B. Either party may terminate this Agreement, in whole or in part, upon seven (7) days advance written notice in the event: (1) There is a material breach of any duty, obligation, or service required pursuant to this Agreement; or (2) the duties, obligations, or services required herein become impossible, illegal, or not feasible.
- C. Nothing herein shall limit, waive, or extinguish any right or remedy provided by this Agreement or law that either party may have in the event that the obligations, terms, and conditions set forth in this Agreement are breached by the other party.

22. NO THIRD-PARTY BENEFICIARIES.

There are no third-party beneficiaries to this agreement. No person or entity other than a party to this agreement shall have any rights hereunder or any authority to enforce its provisions.

IN WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of _____, 2015.

CONTRACTOR

By: _____
William Hayes, DAJD Director

CITY OF KENMORE

By: _____
Rob Karlinsey, City Manager

Approved as to Form:

By: _____
King County
Prosecuting Attorney's Office

Approved as to form:

By: _____
Kenmore City Attorney

EXHIBIT A

**KING COUNTY, DAJD
&
CITY OF KENMORE**

SCOPE OF WORK

Part 1

Work will be under the direction of, City of Lake Forest Park Public Works Field Supervisor. Work will be performed along street right-of-way and parks in City of Kenmore.

Part 2 – TURF

1. All turf shall be mowed to a height of two inches to two and one-half inches.
2. All turf around posts, fences, trees, shrubs and other obstructions shall be trimmed at each mowing. Care will be taken not to damage structures or trees with equipment.
3. All turf areas shall be edged at sidewalks, curbs, and beds on a schedule specified in the Maintenance Schedule. Edging will be done with a bladed power edger. Edging of sidewalk and curbs shall be performed so as to expose the entire top surface.

Part 3 – TREES, SHRUBS AND GROUND COVER

1. Any damage to desirable plant material as a result of Contractor negligence will be remedied by the Contractor, at his or her expense, in a timely manner acceptable to the Contract Administrator.
2. Ground cover shall be trimmed at the edge of hard surfaces (sidewalks and curb), and bed areas. Ground cover shall be trimmed to prevent encroachment into shrub and tree areas.
3. Shrubs shall be trimmed or sheared to maintained desired shape and function as needed to provide a neat, trimmed appearance..

Part 4 – HARD SURFACES

1. Sidewalks, curbs and other hard surfaces shall be left free of leaves, litter and debris at the end of each mowing or trimming activity. The use of power blowers is

acceptable; however, accumulations of debris must be removed from the site and not blown onto adjacent property or street surfaces.

2. Undesirable vegetation in sidewalks, curbs and other hard surfaces shall be removed.

Part 5 – **DRAINAGE DITCHES AND CULVERTS**

1. Identified drainage ditches shall be mowed and weedwhacked and culvert pipe ends opened. After cleaning drainage ditches all debris including grass or brush of any kind must be removed from the ditch
2. Culvert openings will be opened with hand tools only and so that the bottom of the drainage pipe is exposed.

Part 6 – **OTHER SERVICES**

1. Leaves shall be removed from all maintained areas including, turf, beds, and hard surfaces.
2. All litter, debris, and animal feces shall be removed from turf, beds, and hard surfaces.
3. All encroaching neighboring vegetation, including brush, trees, and shrubs, shall be kept away from roads, walkways and maintained areas. Vegetation shall be cut back approximately one-foot beyond the walkway edge and parallel with the plane of the walkway. A seven-foot vertical clearance must be kept along walkways for pedestrian clearance.
4. Windfall branches and debris shall be removed from all developed areas for disposal by the Contractor. Removal of wind fallen trees are not in the contract.

Subject/Topic:
Binding Site Plan for Kenmore Village
Commercial Parcel.

Proposed Council Action/Motion: Authorize City Manager to Execute a Binding Site Plan for Kenmore Village, Parcel No. 6181700410.

Exhibit A: Kenmore Village Parcel Map
Exhibit B: Aerial Showing New Property Lines

Appropriation Required \$0

To fulfill the conditions of the Purchase and Sale Agreement, it is recommended that the Council authorize the City Manager to survey, apply for, and record a Binding Site Plan for the two lots.

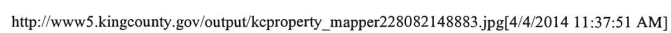
FISCAL CONSIDERATION:

The Closing is triggered by the recording of the Binding Site Plan and will occur five days after such recording. Upon sale of the property the City will receive construction permit review fees (for improvements to the building and site), and ongoing future property tax assessments. It is anticipated development of the Property will enhance its value and the value of nearby properties, thereby increasing property tax revenues, and will generate retail activity and resultant sales tax revenues.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Goal #1: Economic Development and Goal #4, Downtown Development

I:\City Clerk\AGENDA ITEMS\Development Services\2015 Council Meetings\01.26.2015\DOCS-#463174-v1-Kenmore_-
_Agenda_Bill_for_BSP.DOCX



VIII. D. Authorize City Manager to Approve Binding Site Plan...

EXHIBIT B



HEWITT

Kenmore Town Green – Lot Boundaries
City of Kenmore
October 24, 2014

flood waters to spread out and slow down, flooding in Kenmore would likely be much worse. Compared to its natural, unaltered pre-development condition, Wetland #3 was likely impacted first by ditching and draining (for agriculture), then by development encroachment and altered hydrology from increased flows. These impacts have occurred over many decades. Figure 2 shows the north and central portion of Wetland #3.

PAST FLOOD REDUCTION EFFORTS

King County and the City have invested millions of dollars over the past 20 years to minimize flood-related impacts and improve habitat. These investments have included capital projects such as the 73rd Avenue bridge replacement, road improvements and a sedimentation pond expansion. Mitigation for these projects included property acquisitions and financial compensation for impacted residents to raise their homes above anticipated flood elevations (derived from modeling potential flood elevation changes due to these projects). The city continues to receive flood complaints from residents located in the Swamp Creek floodplain adjacent to 73rd Avenue NE and Wetland #3.

CURRENT EVALUATION RESULTS

For Kenmore's Surface Water Master Plan Update, current flooding in Swamp Creek was re-evaluated with respect to current and potential future impacts on:

- Kenmore's infrastructure (73rd Avenue NE)
- Private property, and
- Wetland #3

The following work has been completed over the past year; 1) Previous studies, reports and models were reviewed and compared to current conditions 2) New data was collected to update the hydraulic model developed in 2004 and 3) evaluate current and future predicted flooding, and possible mitigation scenarios such as dredging the stream channel through Wetland #3 were investigated.

Results from the updated model revealed that the 73rd Avenue NE roadway is not expected to flood at flows up to a predicted 100-year recurrence interval flow event now or in the future with additional sediment accumulated in Wetland #3. However, many properties bordering 73rd Avenue NE to the east are expected to flood under current and future flow conditions during 2-year storm events. A detailed evaluation of current and potential future impacts on Wetland #3 was not conducted, however, it is not anticipated that wetland conditions will change significantly under future flow and sedimentation characteristics if nothing were done to change those factors. Currently, Wetland #3 habitat is considered high quality and is expected to remain as high quality. The following table summarizes past, current and predicted future impacts on infrastructure, property, and Wetland #3.

Table 1: Summary of past, current and predicted future impacts

Element	Past impacts (pre-flood reduction projects)	Current impacts	Predicted future impacts*
73 rd Avenue NE	Yes	No	No
Properties on east side of 73 rd Avenue NE	Yes	Yes	Yes
Wetland #3	Yes	Yes	Yes

**In all cases, predicted future impacts are generally no worse than current impacts (i.e., no additional properties are flooded, additional sedimentation is not expected to further degrade wetland or impede fish passage)*

ALTERNATIVES

Alternatives were evaluated with regard to three different goals, including protection of 1) public infrastructure 2) privately owned properties, and 3) wetland habitat. The following table summarizes potential alternatives to address these goals.

Table 2: Summary of alternatives reviewed

Alternative	Goal Achieved?		
	Infrastructure protection	Property protection	Wetland protection or improvement
Upstream flow control	Eventually (Long Term)	Eventually (Long Term)	Eventually (Long Term)
Do nothing	No change	No	No significant change expected
Property acquisition	No change	Yes	Increases the area of wetland
Sediment removal and maintenance	No change	No	No significant change expected
High flow bypass**	No change	No	Unknown

Upstream Flow Control

Upstream flow control implemented by neighboring jurisdictions would take decades if not longer to have a noticeable impact in Kenmore, however, all jurisdictions are now held to the same development standards through the NPDES Municipal Stormwater Permit. Kenmore continues to communicate with upstream jurisdictions and Swamp Creek private partnerships to improve Swamp Creek at the basin level, but short term results are not feasible through this alternative.

Do Nothing

This alternative considered not conducting any form of project within Wetland #3 or purchasing any additional properties. This alternative is not required to protect 73rd (up to a 100-year storm event). Existing private property conditions are expected to remain unchanged (not considering impacts from upstream changes). Wetland #3 conditions, which are currently considered high quality, would not be expected to improve or degrade.

Property Acquisition

This alternative considered purchasing additional privately owned properties along 73rd. This alternative is not required to protect 73rd (up to a 100-year storm event). Acquired properties would increase the area of Wetland #3 by adding open space, but would not necessarily improve or degrade current wetland conditions. Properties would continue to flood, however, they would be publically owned in this scenario. It is worth noting that the City is not obligated to purchase privately owned properties because they are being impacted by Swamp Creek.

Sediment Removal and Maintenance (Dredging)

This alternative considered dredging and maintaining a stream channel through Wetland #3, which would be comparable to the channel constructed near the upstream bridge. This alternative is not required to protect 73rd (up to a 100-year storm event). Results from the updated model revealed that properties currently being impacted by Swamp Creek would continue to be impacted, even during the more frequent 2-year storm events, hence there would be no improvement for private properties. Considering the gradient available in Wetland #3 and current upstream flows, simply dredging a channel cannot mitigate flooding. Adjacent habitat would be negatively impacted during dredging operations, but there would be an expectation to mitigate those impacts resulting in no net negative impact. Overall, dredging would not improve or degrade current wetland conditions.

S:\Surface Water\SWMPlan\SWAMP_CREEK\Jan20_Council\ 2015_0120_AgendaBill_SwampCreek.doc

High Flow Bypass

This alternative considered constructing a high flow bypass which would remove high flows from Wetland #3 during heavy storms. This alternative is not required to protect 73rd (up to a 100-year storm event). Additionally, the magnitude of bypass required for this alternative makes it very expensive and the technical challenges would be enormous (i.e. the diameter and length of pipe required for the existing gradient and flows). This alternative is not deemed feasible.

CONCLUSION

The Swamp Creek evaluation resulted in the following conclusions, which will be integrated into the Swamp Creek Basin component of the Surface Water Master Plan update:

- Updated modeling results indicate that flooding of 73rd AVE NE is unlikely to occur up to a 100-year storm event (December 3rd, 2007 storm was approximately a 100-year storm event).
- Property acquisition is not required for protecting City infrastructure.
- Dredging and high flow bypass projects are not required to protect City infrastructure and will provide minimal improvement, if any, for private property owners adjacent to Wetland #3.
- Habitat improvement projects, whether pursued by the City or private organizations, can provide benefit to Wetland #3 habitat, but are not required to protect City infrastructure from flooding.

SCHEDULE:

July 22, 2013: Introduction to the Surface Water Master Plan update
 July 21, 2014: Review updated policies
 October 20, 2014: Review updated Surface Water Capital Improvement Program
 November 17, 2014: Review updated Surface Water Element Goals and Policies
 January 20, 2015: Review Swamp Creek Basin component of Surface Water Master Plan update
 February 16, 2015: Review Draft Surface Water Master Plan update
 February 2015: Public Open House for Draft Surface Water Master Plan update
 March 2015: Adoption of Final Surface Water Master Plan update

FISCAL CONSIDERATION:

The City's adopted 2013-2014 Biennium Budget included \$140,000 for updating the Surface Water Master Plan, including a Swamp Creek Basin Study, which was incorporated into the Master Plan. Approximately \$110,000 of the budget was expended during 2013-2014 and the carryover balance will be used in 2015.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

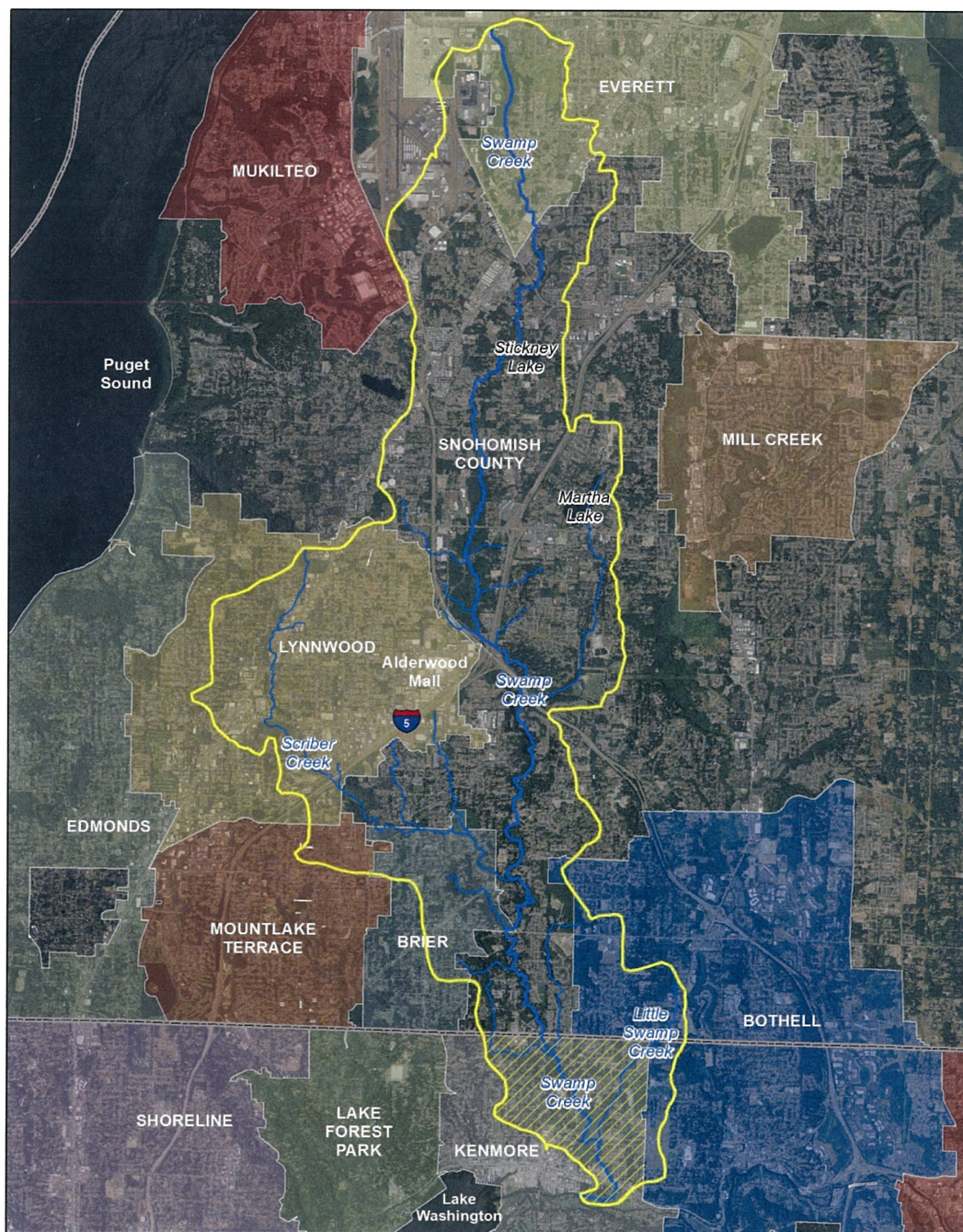
Consistent with Kenmore's Vision Statement to see Kenmore as a community that actively protects natural and environmentally sensitive areas, significant open space, and trees.

Consistent with 2014-2015 City Council goal: Address watershed issues affecting the City.

Consistent with the City's 2015-2016 budget result: A sustainable, healthy environment and the preservation of natural resources.

FIGURE 1 – SWAMP CREEK BASIN

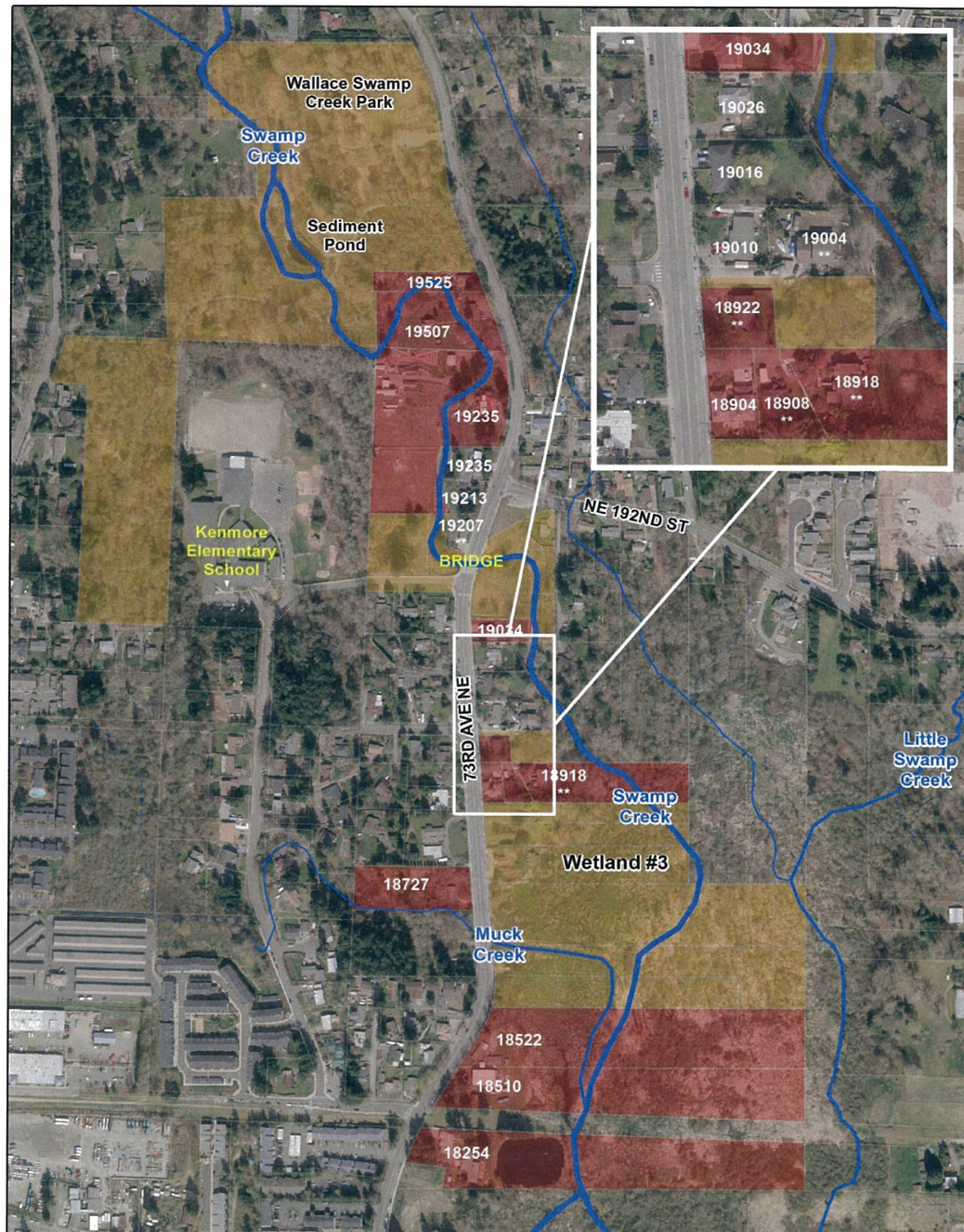
The Swamp Creek Basin, outlined in yellow in the figure below, is approximately 24.1 square miles. Kenmore accounts for approximately 2 square miles of the basin at its lowest point before Swamp Creek discharges into Sammamish River (Kenmore portion is indicated by the yellow hatched area).



S:\Surface Water\SWMPlan\SWAMP_CREEK\Jan20_Council\ 2015_0120_AgendaBill_SwampCreek.doc

FIGURE 2 – WETLAND #3 VICINITY MAP

Swamp Creek, from Wallace Swamp Creek Park to the 18500 block of 73rd AVE NE, has experienced flooding and sedimentation problems for decades. Properties highlighted in orange are currently owned by Kenmore. Properties highlighted in red are privately owned and have experienced flooding impacts to their properties since 2009. Properties denoted with double asterisks received funds from the City as mitigation for the Swamp Creek Flood Reduction Project, which included a new bridge, road improvements and sedimentation facility constructed in 2005.

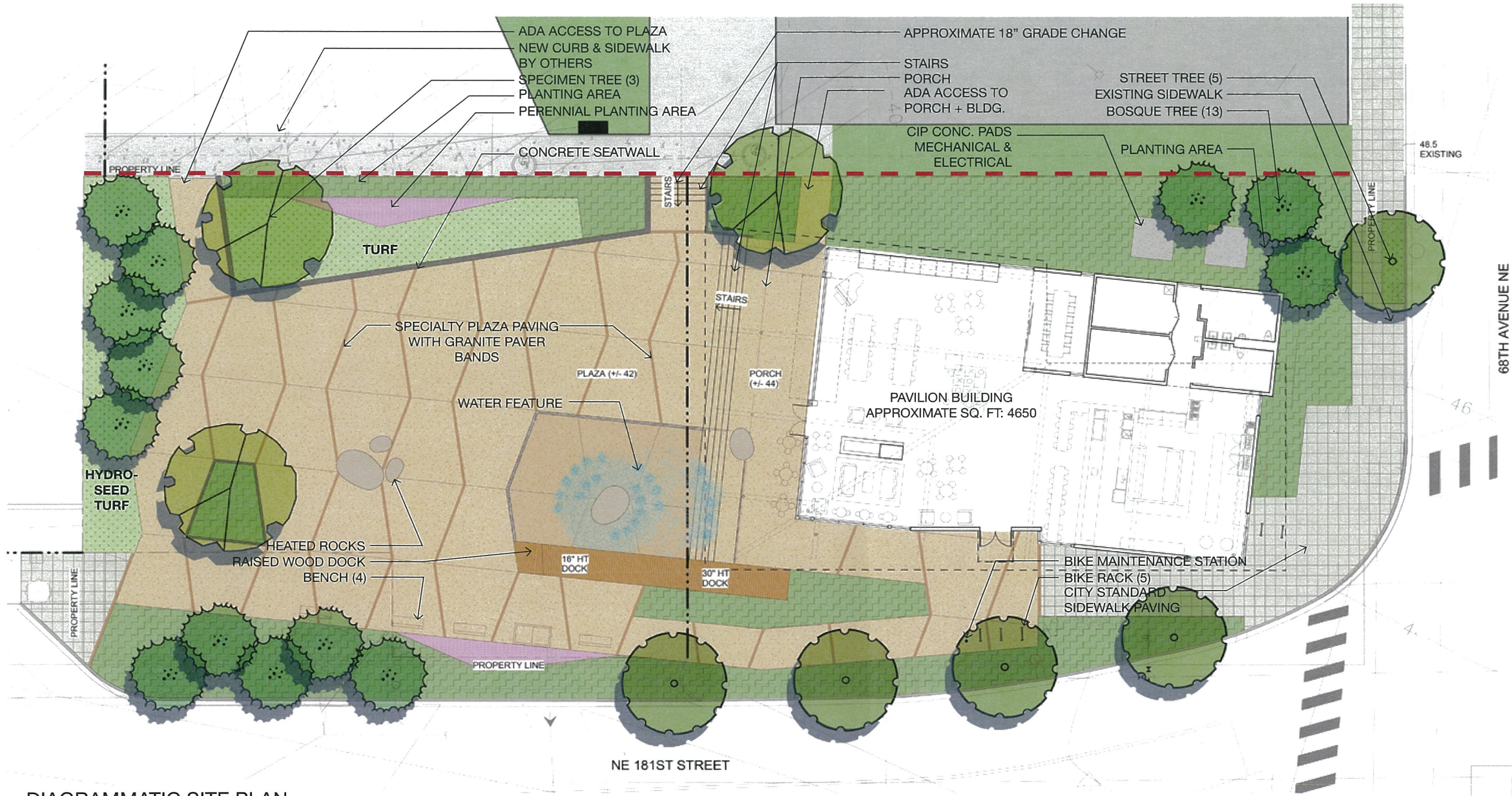


S:\Surface Water\SWMPlan\SWAMP_CREEK\Jan20_Council\ 2015_0120_AgendaBill_SwampCreek.doc



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: Kenmore Village Town Green Site Plan Presentation and Discussion Proposed Council Action/Motion: Provide general direction on proposed site plan and pavilion building floor plan.	For Council Meeting Agenda of: 1/20/15 Department: <u>City Manager</u> Prepared by: <u>Rob Karlinsey, City Manager</u> <table border="0"> <tr> <td></td> <td align="right">Initial & Date</td> </tr> <tr> <td>Approved by Department Head:</td> <td align="right">_____</td> </tr> <tr> <td>Approved by City Attorney:</td> <td align="right">_____</td> </tr> <tr> <td>Approved by Finance Director:</td> <td align="right">_____</td> </tr> <tr> <td>Approved by City Manager:</td> <td align="right"><u>RJK</u></td> </tr> </table> Exhibits/Attachments: Draft site plan; pavilion building floor plan and elevation drawings		Initial & Date	Approved by Department Head:	_____	Approved by City Attorney:	_____	Approved by Finance Director:	_____	Approved by City Manager:	<u>RJK</u>
	Initial & Date										
Approved by Department Head:	_____										
Approved by City Attorney:	_____										
Approved by Finance Director:	_____										
Approved by City Manager:	<u>RJK</u>										
Expenditure Required: TBD Amount Budgeted: \$3.5 million. Appropriation Required: TBD											
<u>INFORMATION/BACKGROUND:</u> At the January 20th Council meeting staff and consultants from Hewitt and Graham Baba Architects will present a draft diagrammatic plan for the Kenmore Village Town Green project (see Attachment #1). Stephen Hansen, President of JSH Properties, Inc., will also be in attendance and available to discuss next steps for seeking retail tenants leasing the retail portion of the pavilion building. The layout of the site reflects the input from the public workshops held last year and coordination with Main Street Property Group on improvements on the adjoining commercial property. Until the interior space of the pavilion building is more clearly defined, further design and costing of the project cannot be completed. An additional meeting will be scheduled with Council once cost estimates are complete. At the January 9-10 Council retreat, Council directed that tenant recruitment and selection be conducted via a Request for Proposal (RFP) process. JSH has the experience and industry contacts to assist the City with this process. The City Council may wish to consider some citizen involvement in the selection of retail tenants for the interior space. During the public workshops, at least two citizens expressed interest in assisting with retail tenant selection. Part of the presentation at the January 20th meeting will discuss the pavilion building layout. Attachment #2 is a draft business plan which provides additional information on budget and operations. <u>FISCAL CONSIDERATION:</u> \$3,500,000 is allocated for the life of the Kenmore Village Town Green project, including the plaza and pavilion building. <u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Develop downtown is part of Council Goal 2 and is also a key goal in the Economic Development Plan. A central gathering space is identified in the positioning statement for Kenmore Village. Developing a central gathering space is also consistent with the adopted Downtown Plan and Park and Recreation Open Space (PROS) plan.											



DIAGRAMMATIC SITE PLAN

HEWITT architecture
landscape architecture
urban design
101 stewart street
suite 200
seattle, washington
98101
(206) 624-8154 phone
(206) 626-0541 fax

CONSULTANT LOGO

**KENMORE
TOWN GREEN**
XXXX 68TH AVENUE NE
KENMORE, WA 98028

OWNER:
CITY OF KENMORE
18120 68TH AVENUE NE

If this drawing is not 22" x 34", it is a reduced print - scale accordingly

REVISIONS:			
NO.	DESCRIPTION	BY	DATE

DOCUMENT SET TYPE:
50% DESIGN DEVELOPMENT

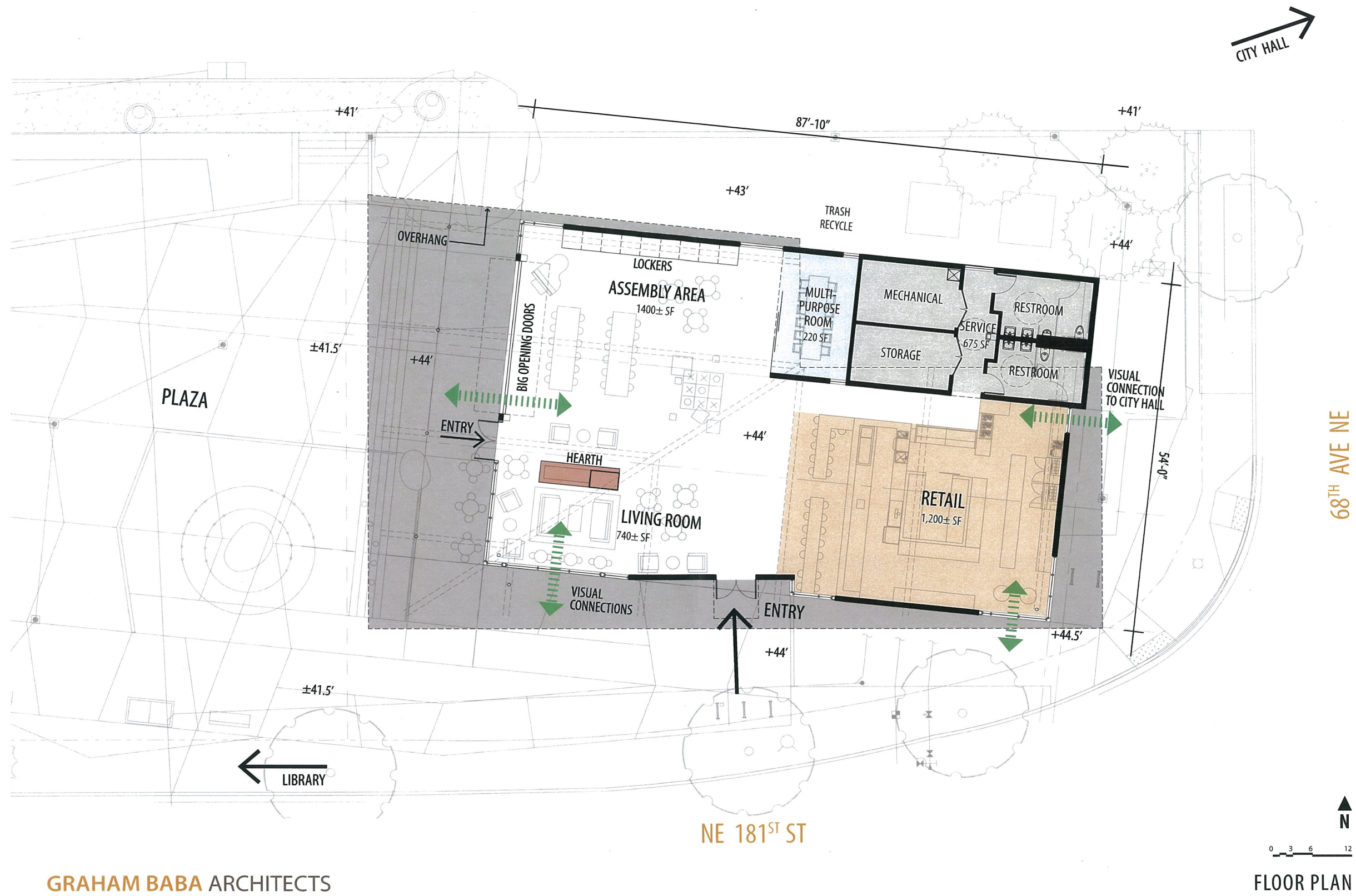
DRAWN BY: _____ CHECKED BY: _____
Author _____ C checker
STAMP: _____

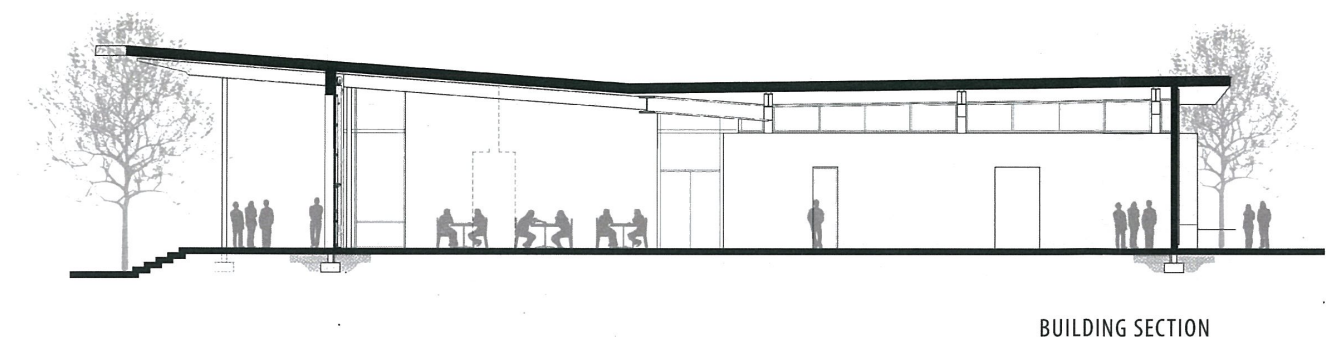


SHEET TITLE:
Site Plan Illustr.

PROJECT NO.: 14015
SCALE: AS NOTED
DATE: 11/26/14
DRAWING NO.: SK0.00
SHEET 01 OF 01

All rights reserved. Material may not be reproduced in any form without permission from Hewitt Architects, Inc.





BUILDING SECTION



WOOD SIDING



CONCRETE FLOORS



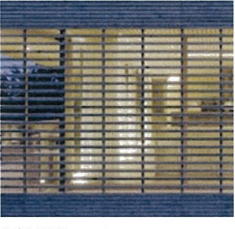
STOREFRONT WINDOWS



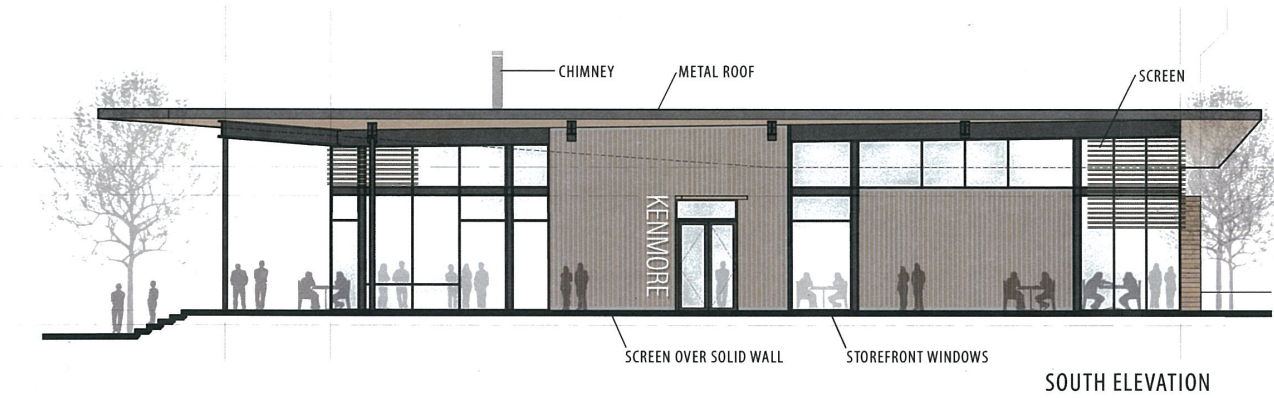
BOARD FORMED CONCRETE



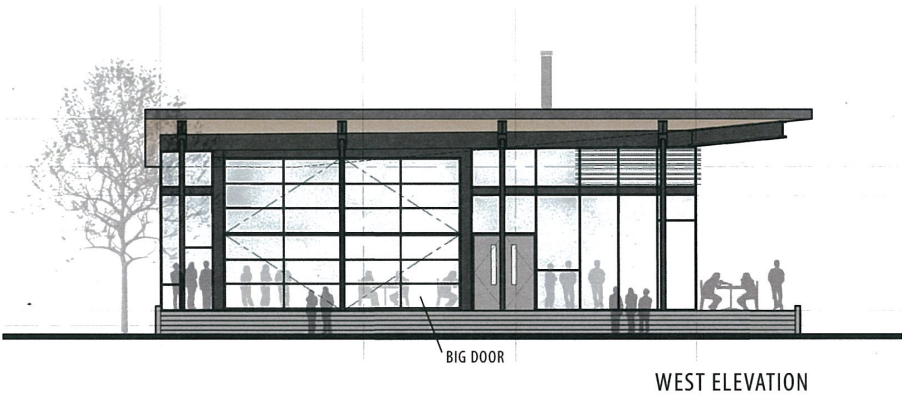
METAL ROOF



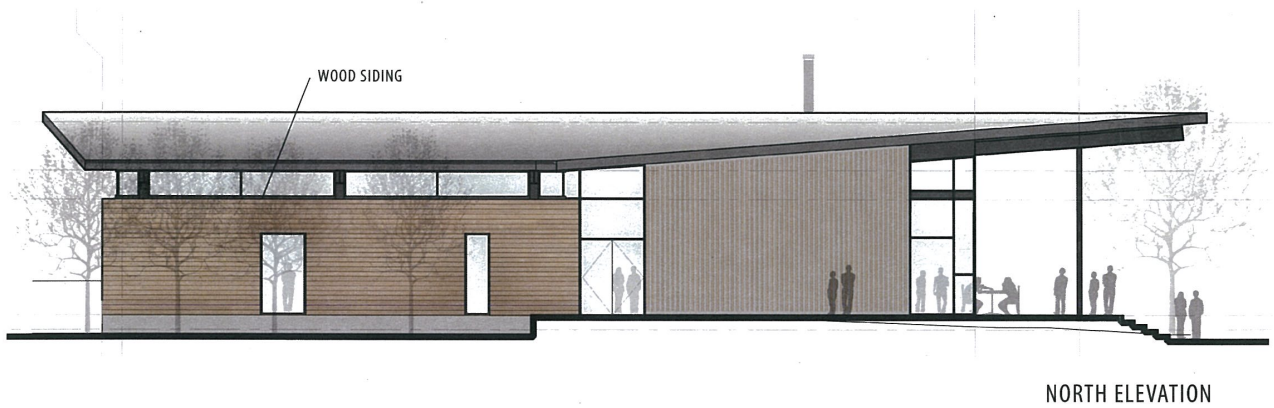
SCREEN



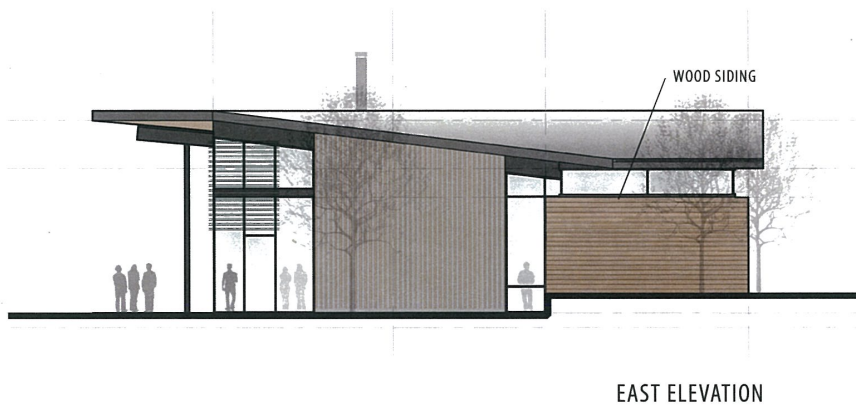
SOUTH ELEVATION



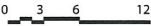
WEST ELEVATION



NORTH ELEVATION



EAST ELEVATION



EXTERIOR ELEVATIONS

GRAHAM BABA ARCHITECTS