



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 Special and Regular Meeting Agenda
6:30 p.m., Monday, February 12, 2018
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. 6:30 p.m. CALL SPECIAL MEETING TO ORDER

II. RECESS TO EXECUTIVE SESSION

- A. Discuss Litigation and Potential Litigation per RCW 42.30.110 (1)(i)

III. POSSIBLE ACTION RELATING TO EXECUTIVE SESSION

IV. ROLL CALL

V. FLAG SALUTE

VI. 7:00 p.m. to 8:00 p.m. WCIA WORKSHOP WITH COUNCIL

- A. Washington Cities Insurance Authority (WCIA) Do's and Don'ts Workshop for Council - Ann Bennett, WCIA Executive Director
[Presentation](#)

VII. 8:00 p.m. - BUSINESS MEETING STARTS

VIII. AGENDA APPROVAL

IX. PRESENTATION

- A. Introduction of Interim Police Chief Peter Horvath - Rob Karlinsey, City Manager

X. 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.

XI. CONSENT AGENDA

- A. The following checks and electronic payments are approved for payment:
Total Check #38897 through #39046 in the amount of \$907,187.60.
Total Payroll/Taxes/Flexible Spending and Health Savings Account Electronic Deposits Dated: 1/19/2018 in the amount of \$100,156.40.
[Check vouchers](#)
- B. The following checks and electronic payments are approved for payment:
Total Check #39047 through #39147 in the amount of \$262,444.56.
Total Payroll/Taxes/Flexible Spending and Health Savings Account Electronic Deposits Dated: 2/2/18 in the amount of \$98,721.51.
[Check vouchers](#)
- C. Special City Council Meeting Minutes of January 16, 2018
[Minutes](#)
- D. Cancel Regular Council Meeting of February 20, 2018 due to the Presidents Day Holiday (Next Council Meeting will be Monday, February 26, 2018)
- E. Authorize the City Manager to Execute the Third Amendment to Contract No. 12-C1083 between Kenmore Commercial, LLC and the City of Kenmore for Kenmore Business Incubator Lease Agreement
[Agenda Item](#)
- F. Receive and File October 2017 Financial Report for the City of Kenmore, Washington
[Financial Report](#)

XII. BUSINESS AGENDA

- A. Walkways and Waterways Park Projects Update for Log Boom Park - Debbie Bent, Community Development Director and Maureen Colaizzi, Parks Project Manager
[Agenda Item](#)

XIII. STAFF REPORT

- A. St. Edward Ballfields Update - Debbie Bent, Community Development Director
[Agenda Item](#)

XIV. COUNCILMEMBER REPORTS & COMMENTS & INITIATIVES

XV. RECESS TO EXECUTIVE SESSION:

- A. Discuss Litigation and Potential Litigation per RCW 42.30.110 (1)(i)

XVI. POSSIBLE ACTION RELATING TO EXECUTIVE SESSION

XVII. ADJOURNMENT

Upcoming Meetings:

Monday, February 20, 2018 Meeting CANCELED

Monday, February 26, 2018 Regular Council Meeting

Monday, March 12, 2018 Regular Council Meeting

Monday, March 19, 2018 Regular Council Meeting

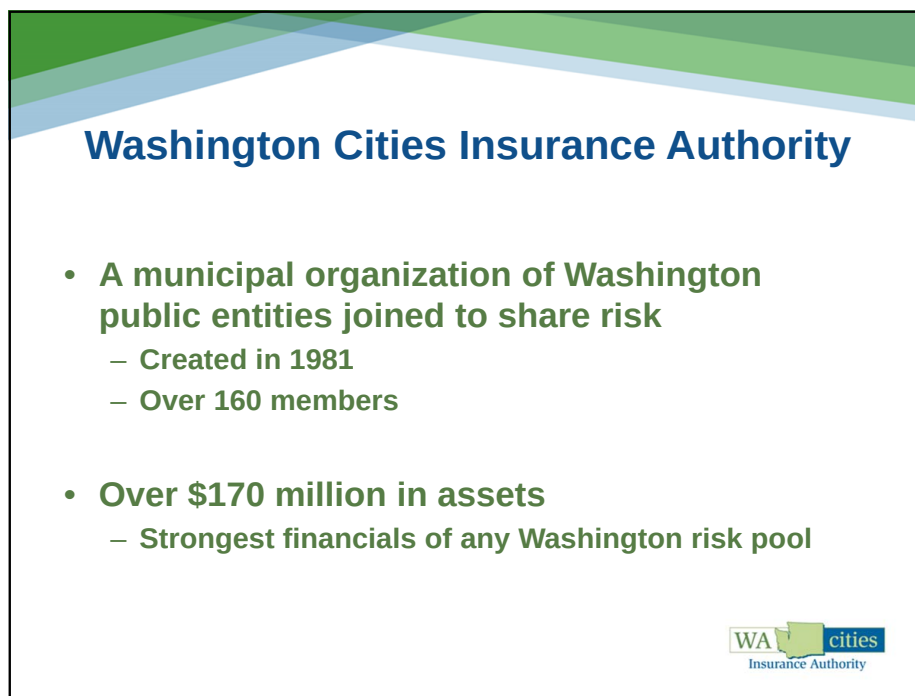
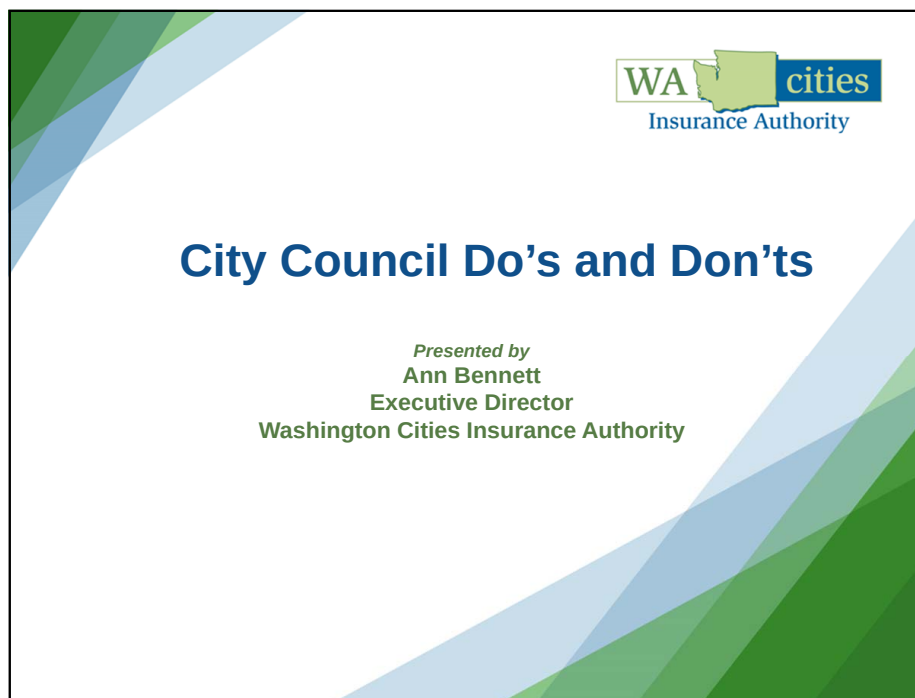


City of Kenmore Council Do's and Don'ts

February 12, 2018

Presented by:

**Ann Bennett
Executive Director**





Washington Cities Insurance Authority

- **Provides Self-Insurance for Members**
 - Auto Liability, General Liability, Employment Practices, Errors & Omission
 - \$25,000,000 per Occurrence
 - Look for coverage not exclusions
- **Purchases Insurance**
 - Member Property, Auto & Boiler Machinery
 - Cyber purchased for all members
 - Crime Fidelity purchased by members
- **Provides Insurance Type Services**
 - Claims
 - Risk Management



Common Council Liability Exposures

• Land Use – Arbitrary and Capricious Decisions – Appearance of Fairness Violations	• Negligent Misrepresentation • Defamation
• Personnel – Harassment/Discrimination – Straying out of authority	• Public Works – Road Design





Avoiding Liability

Individuals Can Receive Absolute Immunity for Legislative Activities

- Adoption of budgets, ordinances and resolutions
- Only within context of council meeting as a whole



Avoiding Liability

Land Use

- *Know your role-Quasi Judicial or Legislative ?*
 - *If Quasi Judicial*
 - » *Must be fair and impartial-*
 - **Appearance of Fairness Doctrine**
 - **Cannot communicate with proponent or opponent**
 - » *Make findings of fact - Avoid Arbitrary and Capricious Decisions*



Avoiding Liability

Land Use

- Do not insert yourself in the process
 - **Westmark v. City of Burien**
 - \$10,000,000 verdict
 - Found tortious interference with a business expectancy
 - **Mission Springs v. City of Spokane**
 - Directed official not to issue permit
 - No legislative immunity
 - Liable under state and federal law
 - **Woodsvew II LLC v. Kitsap County**
 - Delay based tort claims evaluated by overall view of the reasonableness of a municipality's actions
 - Avoiding the taint of bad faith remains paramount



Avoiding Liability

Personnel

- Stay in legislative role
 - Set policies, budgets
- Do not stray into Executive role
 - Management of employees, hiring/firing, discipline
 - Can be held personally liable for employment actions
 - Personnel law changes constantly





Avoiding Liability

Personnel

- Harassment/Discrimination
 - Know the Law
 - Trainings
 - Policies
 - Report to Executive
 - Witnesses behavior
 - Made aware of problem by employee

WA cities Insurance Authority



Avoiding Liability

Negligent Misrepresentation

- Do not make specific promises or assurances
- Refer specific questions to staff
- Do not take matters into your own hands

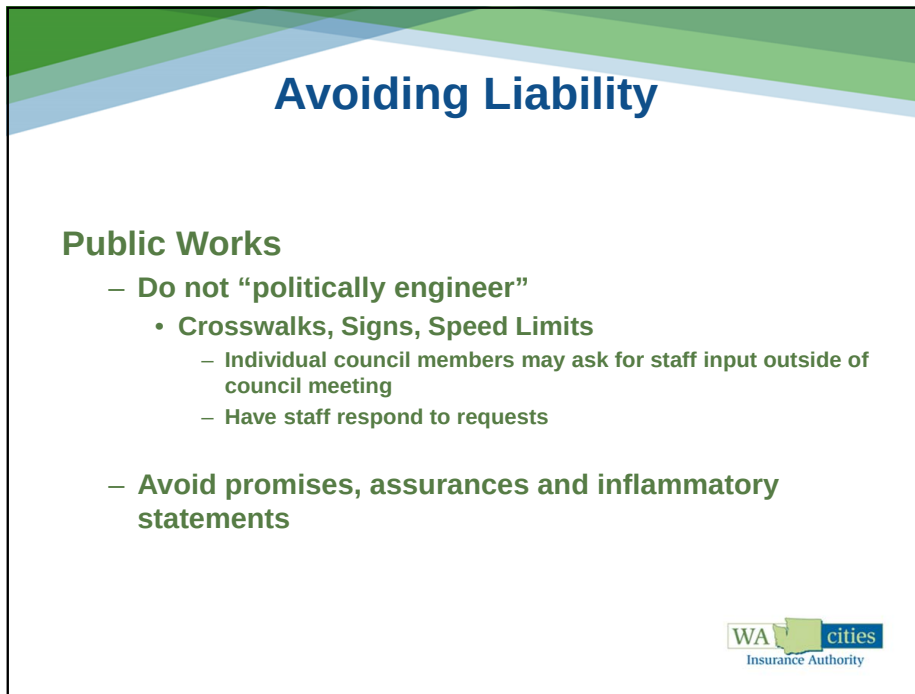
WA cities Insurance Authority



Avoiding Liability

Defamation

- If the statement/opinion is regarding a legislative concern you have immunity
- Careful discussing individuals
 - Are they a public official, staff or private individual?
 - Any untruth gives rise to liability



Avoiding Liability

Public Works

- Do not “politically engineer”
 - Crosswalks, Signs, Speed Limits
 - Individual council members may ask for staff input outside of council meeting
 - Have staff respond to requests
- Avoid promises, assurances and inflammatory statements





Avoiding Liability

Do not leak Executive Session information

- Resist the temptation to share!
- Disclose conflicts prior to session and recuse yourself
- Claims and Litigation
 - Can jeopardize defense
 - Possible sanctions imposed



Avoiding Liability

Be mindful of written communications

- Email/ Twitter/ Facebook/Texts
 - Always use City email address, not personal
 - Use of a personal computer could subject it to search
 - Be mindful of Open Public Meetings Act with email
 - May lose your legislative immunity







Voucher Certification and Approval

City of Kenmore

DATE RANGE:

12/31/2017-01/26/2018

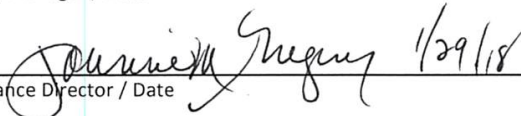
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

Total Check #s 38897 through 39046: \$907,187.60

Total Payroll/Taxes/Flexible Spending & Health Savings Acct. Electronic Deposits Dated: 01/19/2018: \$100,156.40

 1-31-18

City Manager / Date

 1/29/18

Finance Director / Date

Vendor Name

DEPARTMENT OF LABOR AND INDUSTRIES	38897	4th Quarter Volunteer Hours L&I	28.50
BANK OF AMERICA 941	38898	Void	-
UNITED STATES TREASURY	38899	Q4 2017 941 Payment	0.87
UNITED STATES TREASURY	38899	Q4 2017 941 Payment	15.09
UNITED STATES TREASURY	38899	Q4 2017 941 Payment	4.93
UNITED STATES TREASURY	38899	Q4 2017 941 Payment	4.86
UNITED STATES TREASURY	38899	Q4 2017 941 Payment	4.55
BERGER PARTNERSHIP	38900	17-C1732 Dec. Twin Springs Park Svcs	1,375.20
CITY OF BELLEVUE	38901	Q4 2017 MBP Surcharge	4,075.25
FRONTIER	38902	SR 522 West A Construction	78,609.80
HWA GEOSCIENCES INC.	38903	Moorlands Park Geotechnical Services	380.00
JACOBS ENGINEERING GROUP	38904	15-C1411 11/25-12/31/17 W. Sammamish Bridge	57,439.19
OFFICE DEPOT	38905	PD Office Supplies	307.99
PERTEET INC.	38906	12-C1082 Dec. 2017 Engineering Services	140.78
PERTEET INC.	38906	12-C1082 Dec. 2017 Engineering Services	39,184.78
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	9.88
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	30.00

XI. A. The following checks and electronic payments are approved for pay...

PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	13.19
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	35.00
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	26.43
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	31.59
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	36.91
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	5.39
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	32.94
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	4.48
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	10.99
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	29.96
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	19.99
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	90.11
PETTY CASH CUSTODIAN	38907	Petty Cash Reimbursement - 1/17/18	15.26
SITTS & HILL ENGINEERS, INC.	38908	Rhododendron Park Consulting	1,431.00
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	55.62
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	12.35
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	10.82
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	3.41
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	55.38
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	2.21
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	33.25
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	54.69
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	26.04
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	9.95
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	27.08
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	66.96
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	19.99
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	24.81
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	5.69
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	1.22
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	6.00
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	28.64
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	160.04
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	20.21
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	8.94
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	16.50
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	4.85
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	910.10
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	16.22
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	1.90
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	3.59
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	3.55
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	39.89
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	30.63
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	11.69
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	1.20
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	19.95
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	274.70
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	7.03
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	105.13
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	18.95
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	569.22
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	1.94
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	14.69
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	2.59
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	151.05
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	3.61
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	4.50
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	11.42
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	6.00

XI. A. The following checks and electronic payments are approved for pay...

WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	4.60
WASHINGTON STATE DEPT OF REVENUE	38909	2017 Sales Tax Due on Untaxed Goods Purchased	4.42
WASHINGTON STATE DEPT OF REVENUE	38910-38912	Void	-
BUILDERS EXCHANGE OF WASHINGTON	38913	182nd/191st Curbing Project Advertisement	45.00
COLUMBIA RIDGE LANDFILL	38914	Dec. 2017 Street Sweeper Debris Disposal	839.41
FIRE PROTECTION, INC	38915	City Hall Fire Sprinkler Service	874.50
MOTT MACDONALD GROUP, INC.	38916	17-C1656 Dec. 2017 Log Boom Park	11,478.16
MOTT MACDONALD GROUP, INC.	38916	17-C1656 Nov. 2017 Log Boom Park	12,277.18
MOTT MACDONALD GROUP, INC.	38916	17-C1657 Dec. 2017 Squire Landing	18,744.92
MOTT MACDONALD GROUP, INC.	38916	17-C1807 Nov. 2017 Log Boom Park	8,991.95
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	44.37
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	49.59
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	323.10
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	1,232.84
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	253.18
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	200.21
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	297.69
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	616.93
NORTHSHORE UTILITY DIST	38917	Dec. 2017 Vehicle & Fleet Maintenance	1,607.49
PUGET SOUND ENERGY	38918	Dec. 2017 Street Lights	8,994.91
WASHINGTON STATE PATROL	38919	Samm. Bridge Weight Restriction Patrol	644.29
AFLAC	38920	Employee Medical/Disability Plans	172.38
AFLAC	38920	Employee Medical/Disability Plans	154.72
AMERICAN GENERAL LIFE GPO-400S	38921	Life Insurance	248.68
AMERICAN GENERAL LIFE GPO-400S	38921	Life Insurance	67.37
AMERICAN GENERAL LIFE GPO-400S	38921	Life Insurance	37.63
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	3,097.75
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	634.27
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	374.27
AWC EMPLOYEE BENEFITS	38922	Employee Health Ins Contributions	665.01
AWC EMPLOYEE BENEFITS	38922	Employee Health Ins Contributions	162.87
AWC EMPLOYEE BENEFITS	38922	Employee Health Ins Contributions	62.85
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	3,542.86
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	(0.06)
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	27,164.55
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	5,377.65
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	2,999.66
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	38.82
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	6.60
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	5.94
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	405.18
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	78.02
AWC EMPLOYEE BENEFITS	38922	Employee Health Insurance	50.12
AWC EMPLOYEE BENEFITS	38923	Void	-
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	153.45
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	43.44
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	48.87
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	591.30
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	167.40

XI. A. The following checks and electronic payments are approved for pay...

DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	188.31
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	92.40
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	1.86
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	0.70
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	168.38
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	3.39
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	1.27
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	0.50
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	0.50
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	0.27
DEPARTMENT OF LABOR AND INDUSTRIES	38924	City of Kenmore	0.50
DEPARTMENT OF LABOR AND INDUSTRIES	38925	Void	-
DEPARTMENT OF RETIREMENT SYSTEMS	38926	Public Employees Retirement	1,694.78
DEPARTMENT OF RETIREMENT SYSTEMS	38926	Public Employees Retirement	15,042.84
DEPARTMENT OF RETIREMENT SYSTEMS	38926	Public Employees Retirement	2,480.87
DEPARTMENT OF RETIREMENT SYSTEMS	38926	Public Employees Retirement	1,527.60
DEPARTMENT OF RETIREMENT SYSTEMS	38926	Public Employees Retirement	374.48
DEPARTMENT OF RETIREMENT SYSTEMS	38926	Public Employees Retirement	203.03
DEPARTMENT OF RETIREMENT SYSTEMS	38926	Public Employees Retirement	828.77
DEPARTMENT OF RETIREMENT SYSTEMS	38926	Public Employees Retirement	622.77
DRS 457	38927	DRS 457 Deferred Comp	490.00
ICMA RETIREMENT TRUST 457 - 304745	38928	ICMA 457 Deferred Comp	3,428.80
ICMA RETIREMENT TRUST 457 - 304745	38928	ICMA 457 Deferred Comp	692.08
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	2.23
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	6.21
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	3.13
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	4.93
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	9.45
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	8.18
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	1.24
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	2.08
LINCOLN NATIONAL LIFE INSURANCE	38929	Adjustments to match Lincoln for new pay rates	(19.66)
LINCOLN NATIONAL LIFE INSURANCE	38929	Life Ins/ADD & LTD	322.02
LINCOLN NATIONAL LIFE INSURANCE	38929	Life Ins/ADD & LTD	48.51
LINCOLN NATIONAL LIFE INSURANCE	38929	Life Ins/ADD & LTD	36.46
LINCOLN NATIONAL LIFE INSURANCE	38929	Life Ins/ADD & LTD	486.41
LINCOLN NATIONAL LIFE INSURANCE	38929	Life Ins/ADD & LTD	70.40
LINCOLN NATIONAL LIFE INSURANCE	38929	Life Ins/ADD & LTD	52.81
NATIONAL LIFE OF VERMONT	38930	Life Insurance	123.17
NATIONWIDE FINANCIAL 401a	38931	City of Kenmore 401a Loan	240.68
NATIONWIDE FINANCIAL 401a	38931	City of Kenmore 401a Loan	219.19
NATIONWIDE FINANCIAL 401a	38931	City of Kenmore 401a	10,344.39
NATIONWIDE FINANCIAL 401a	38931	City of Kenmore 401a	1,410.62
NATIONWIDE FINANCIAL 401a	38931	City of Kenmore 401a	1,109.33
NATIONWIDE RETIREMENT SOLUTIONS 457	38932	Nationwide 457 Deferred Comp	250.00
NATIONWIDE RETIREMENT SOLUTIONS 457	38932	Nationwide 457 Deferred Comp	75.00
STATE OF FLORIDA DISBURSEMENT UNIT	38933	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	38934	Employee Charitable Contribution	74.61
A V CAPTURE ALL	38935	Software Renewal for Legislative Plus App.	4,740.12
A+ CONFERENCING	38936	1/17 Conference Call ARCH Housing	19.35

XI. A. The following checks and electronic payments are approved for pay...

ACTION ENTERTAINMENT		38937	Kenmore Middle School Dance DJ	500.00
AM TEST, INC		38938	Swamp Creek TMDL Water Testing	225.00
AMERICAN PUBLIC WORKS ASSOCIATION		38939	Membership Renewal 2/1/18-1/31/19	950.00
ASPECT CONSULTING LLC		38940	11/25-12/29/17 On-Call Stream Monitoring	3,337.47
ASSOCIATION OF WA CITIES		38941	2018 AWC Membership Fee	16,115.00
ASSOCIATION OF WA CITIES		38942	L&I 2018 Retro Fee	1,149.07
AURORA RENTS		38943	Trailer Rental for SWM Facility Maintenance	169.55
BAKER, DAVID		38944	11/8-11/30/17 Mileage Expense Reimbursement	132.68
BAKER, DAVID		38944	11/8-11/30/17 Mileage Expense Reimbursement	62.06
BAKER, DAVID		38945	12/13-12/20 Mileage Reimbursement	162.64
BANNER BANK	BAKER	38946	Parking/Transportation	35.00
BANNER BANK	BH	38947	International Code Council Renewal	115.00
BANNER BANK	CS	38948	Camera Battery	21.94
BANNER BANK	DB	38949	PLANGRID Monthly Subscription	53.90
BANNER BANK	JG	38950	Advertising/Supplies/Registration	925.00
BANNER BANK	JG	38950	Advertising/Supplies/Registration	50.00
BANNER BANK	JG	38950	Advertising/Supplies/Registration	12.00
BANNER BANK	JG	38950	Advertising/Supplies/Registration	90.99
BANNER BANK	JG	38950	Advertising/Supplies/Registration	280.00
BANNER BANK	JG	38950	Advertising/Supplies/Registration	280.00
BANNER BANK	JGORDON	38951	Park Bench/Highland Products/Hand Sanitizer	41.86
BANNER BANK	JGORDON	38951	Park Bench/Highland Products/Hand Sanitizer	1,201.19
BANNER BANK	JGORDON	38951	Park Bench/Highland Products/Hand Sanitizer	40.70
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	345.19
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	12.19
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	81.68
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	150.00
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	87.99
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	18.13
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	13.74
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	37.36
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	282.63
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	300.50
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	73.89
BANNER BANK	KENMORE	38952	Meeting Expenses/Materials/Supplies	61.35
BANNER BANK	KENMORE	38953	Battery Disposal/Incubator Training Meals	93.76
BANNER BANK	KENMORE	38953	Battery Disposal/Incubator Training Meals	106.31
BANNER BANK	NO	38954	Registration/Supplies/Transportation/Bus. Reg.	14.97
BANNER BANK	NO	38954	Registration/Supplies/Transportation/Bus. Reg.	200.00
BANNER BANK	NO	38954	Registration/Supplies/Transportation/Bus. Reg.	29.28
BANNER BANK	NO	38954	Registration/Supplies/Transportation/Bus. Reg.	79.20
BANNER BANK	NO	38954	Registration/Supplies/Transportation/Bus. Reg.	35.00
BANNER BANK	NO	38954	Registration/Supplies/Transportation/Bus. Reg.	39.04

XI. A. The following checks and electronic payments are approved for pay...

BANNER BANK	RK	38955	Bothell Chamber/Council Retreat/Meals/Amazon	3,245.14
BANNER BANK	RK	38955	Bothell Chamber/Council Retreat/Meals/Amazon	25.98
BANNER BANK	RK	38955	Bothell Chamber/Council Retreat/Meals/Amazon	464.61
BANNER BANK	RK	38955	Bothell Chamber/Council Retreat/Meals/Amazon	82.49
BANNER BANK	SKROGH	38956	Supplies/Bluetooth Speaker/Social Media	25.37
BANNER BANK	SKROGH	38956	Supplies/Bluetooth Speaker/Social Media	34.98
BANNER BANK	SKROGH	38956	Supplies/Bluetooth Speaker/Social Media	16.56
BANNER BANK	SKROGH	38956	Supplies/Bluetooth Speaker/Social Media	175.99
BANNER BANK	SKROGH	38956	Supplies/Bluetooth Speaker/Social Media	69.90
BRAVO ENVIRONMENTAL , NW INC.		38957	12/28 Vactor Services	1,587.00
BRAVO ENVIRONMENTAL , NW INC.		38958	12/18 Vactor Services	1,622.25
BRAVO ENVIRONMENTAL , NW INC.		38959	12/19-12/21 Vactor Services	5,154.00
BRAVO ENVIRONMENTAL , NW INC.		38960	12/27 Vactor Services	1,726.50
BRAVO ENVIRONMENTAL , NW INC.		38961	12/19-12/21 Vactor Services	8,468.50
BRAVO ENVIRONMENTAL , NW INC.		38962	12/22 Vactor Services	3,235.50
BRAVO ENVIRONMENTAL , NW INC.		38963	12/12-12/13 Vactor Services	3,822.75
BULGER SAFE & LOCK, INC.		38964	Moorlands Park Padlocks	147.09
CALPORTLAND COMPANY		38965	Arrowhead/62nd Shoulder Repair Materials	93.56
CASCADE PEST CONTROL		38966	Rhododendron Park Pest Control	143.00
COLUMBIA RIDGE LANDFILL		38967	Late Fee for November	0.75
COMCAST BUSINESS		38968	1/10-2/9 Squire's Landing Internet	79.95
COMCAST BUSINESS		38969	City Hall/Incubator/Hangar Jan. Internet	796.91
COMCAST BUSINESS		38969	City Hall/Incubator/Hangar Jan. Internet	463.52
COMCAST BUSINESS		38969	City Hall/Incubator/Hangar Jan. Internet	563.41
COMCAST BUSINESS		38970	Hangar Bldg. Cable 1/19-2/18/18	197.98
COMCAST BUSINESS		38971	January City Hall Phone Svcs	369.21
COMCAST BUSINESS		38972	1/14-2/13 City Hall Cable/Internet	162.06
COSTTREE, LLC		38973	Annual License Cost Allocation Software	3,000.00
CROWN PRODUCTS LLC		38974	Pet Waste Bags for Parks	981.05
CURTIS, DR. MILTON		38975	Mileage & Ferry Reimbursement	59.43
DEPARTMENT OF ECOLOGY		38976	Shoreline Permit Class for Maureen Colaizzi	95.00
DEPARTMENT OF ECOLOGY		38977	Shoreline Permit Class for Ann Stanton	95.00
ECO-COUNTER		38978	Bike Counter Automated Data Collection	840.00
ECOSS		38979	Surface Water Education & Outreach	2,594.20
EVERGREEN STATE SHEET METAL		38980	Refund Mechanical Permit Canceled Rec. #851040	243.00

XI. A. The following checks and electronic payments are approved for pay...

EVERGREEN STATE SHEET METAL	38980	Refund Mechanical Permit Canceled Rec. #851040	12.15
FLEMINGS HOLIDAY LIGHTING LLC	38981	16-C1562 2nd Half of Agreement Pymt.	5,768.62
GLOCK PROFESSIONAL, INC.	38982	Police Training for Officer Monserud	250.00
GLOCK PROFESSIONAL, INC.	38983	Police Training for Officer Durrant	250.00
GREATER BOTHELL CHAMBER OF COMMERCE	38984	2018 Membership Renewal	1,500.00
HESTON VISUAL ARTS	38985	2018 State of the City Video	451.00
HONEY BUCKET	38986	Jan. Squire's Landing Rental	215.05
HORIZON DISTRIBUTORS INC	38987	Logboom Park Supplies	78.59
IWORQ SYSTEMS	38988	Feb. 2018-Feb. 2019 ROW Permit Software	2,800.00
JOYCE ZIKER PARKINSON	38989	December Kenmore Village Legal Consulting	432.50
KENMORE COMMERCIAL LLC	38990	Feb. Incubator Bldg. Lease Payment	3,213.25
KENMORE ELEMENTARY PTA	38991	4th Qtr Social Svcs Crisis Support	1,250.00
KENMORE MIDDLE SCHOOL	38992	Human Svcs Grant Funding Qtr 4 2017	2,463.62
KING COUNTY FINANCE	38993	December Road Svcs/Signs/Signals/Banners	8,273.26
KING COUNTY FINANCE	38993	December Road Svcs/Signs/Signals/Banners	2,041.70
KING COUNTY FINANCE	38993	December Road Svcs/Signs/Signals/Banners	6,558.49
KING COUNTY FINANCE	38994	Dec. Road Svcs/Overlay	2,153.56
KING COUNTY FINANCE W.L.R.D.	38995	Logboom Park/Arrowhead Point Beach Monitoring	7,556.50
KITSAP CONFERENCE CENTER	38996	Balance of Retreat Charges	124.69
KONICA MINOLTA BUSINESS SOLUTIONS	38997	1/3-2/2/18 Incubator Copy Machine Rental	212.74
KONICA MINOLTA BUSINESS SOLUTIONS	38998	12/3/17-1/2/18 Incubator Copy Charges	10.02
KPFF CONSULTING ENGINEERS	38999	15-C1484 Nov. Prof. Engineering Svcs	297.29
KPFF CONSULTING ENGINEERS	38999	15-C1484 Nov. Prof. Engineering Svcs	1,984.09
KPFF CONSULTING ENGINEERS	38999	15-C1484 Nov. Prof. Engineering Svcs	9,468.94
KPFF CONSULTING ENGINEERS	38999	15-C1484 Nov. Prof. Engineering Svcs	33.95
KPFF CONSULTING ENGINEERS	38999	15-C1484 Nov. Prof. Engineering Svcs	605.58
KPFF CONSULTING ENGINEERS	38999	15-C1484 Nov. Prof. Engineering Svcs	318.19
LANGTON SPIETH, LLC	39000	1/1/17-10/25/17 Consulting Services	1,000.00
MR. T'S TROPHIES	39001	Magnetic Name Tags	15.34
MR. T'S TROPHIES	39001	Magnetic Name Tags	15.35
MR. T'S TROPHIES	39001	Council Name Plate	15.40
NORTHSHORE SENIOR CENTER	39002	4th Qtr Kenmore Senior Ctr Human Svcs	6,250.00
NORTHSHORE UTILITY DIST	39003	11/15-1/15 68th-73rd/181st ROW Irrigation	69.25
NORTHSHORE UTILITY DIST	39003	11/15-1/15 City Hall Irrigation	138.50
NORTHSHORE UTILITY DIST	39003	11/15-1/15 City Hall Water & Sewer	528.13
NORTHSHORE UTILITY DIST	39003	11/15-1/15 68th/SR522 ROW Irrigation	69.25
NORTHSHORE UTILITY DIST	39003	11/15-1/15 83rd/SR522 ROW Irrigation	65.79
NORTHSHORE UTILITY DIST	39003	11/15-1/15 73rd/192nd Water Fill Station	10.90

XI. A. The following checks and electronic payments are approved for pay...

NORTHSHORE UTILITY DIST	39003	11/15-1/15 Northshore Summit Park Irrigation	27.70
NORTHSHORE UTILITY DIST	39003	11/15-1/15 67th/181st ROW Irrigation	27.70
NORTHSHORE UTILITY DIST	39003	11/15-1/15 Hangar Bldg. Water & Sewer	388.96
NORTHSHORE UTILITY DIST	39003	11/15-1/15 Town Square Irrigation	69.25
NORTHSHORE YOUTH & FAMILY SERVICES	39004	4th Qtr 2017 Subsidized Family Svcs	4,000.00
NORTHWEST ARBORICULTURE LLC	39005	Tree Work @ Logboom Park	1,278.35
NORTHWEST ARBORICULTURE LLC	39005	Tree Pruning	195.91
NORTHWEST ARBORICULTURE LLC	39005	Moorlands Park Pruning/Tree Limb Removal	515.89
OFFICE DEPOT	39006	Office Supplies	1.82
OFFICE DEPOT	39006	Office Supplies	1.37
OFFICE DEPOT	39006	Office Supplies	164.98
OFFICE DEPOT	39006	Office Supplies	9.57
OFFICE DEPOT	39006	Office Supplies	4.10
OFFICE DEPOT	39006	Office Supplies	1.82
OFFICE DEPOT	39006	Office Supplies	6.38
OFFICE DEPOT	39006	Office Supplies	3.65
OFFICE DEPOT	39006	Office Supplies	7.75
OFFICE DEPOT	39006	Office Supplies	2.73
OFFICE DEPOT	39006	Office Supplies	3.65
OFFICE DEPOT	39006	Office Supplies	2.74
OFFICE DEPOT	39007	Office Supplies/Stamps	28.59
OFFICE DEPOT	39007	Office Supplies/Stamps	103.38
OLSON BROTHERS PRO-VAC	39008	Facility Maintenance/Catch Basin Work	9,226.15
OLSON BROTHERS PRO-VAC	39009	Facility Maintenance/Repair Work	9,597.50
OSBORN CONSULTING INC.	39010	12-C1081 Oct. On-Call Consulting Svcs	1,192.50
OSBORN CONSULTING INC.	39010	12-C1081 Oct. On-Call Consulting Svcs	2,940.00
OSBORN CONSULTING INC.	39010	12-C1081 Oct. On-Call Consulting Svcs	23,024.19
OSBORN CONSULTING INC.	39010	12-C1081 Oct. On-Call Consulting Svcs	6,196.14
OSBORN CONSULTING INC.	39011	12-C1081 Nov. On-Call Consulting Svcs	3,061.81
OSBORN CONSULTING INC.	39011	12-C1081 Nov. On-Call Consulting Svcs	825.06
OSBORN CONSULTING INC.	39011	12-C1081 Nov. On-Call Consulting Svcs	2,058.99
OSBORN CONSULTING INC.	39011	12-C1081 Nov. On-Call Consulting Svcs	3,590.90
OSBORN CONSULTING INC.	39012	12-C1081 Dec. On-Call Consulting Svcs	160.96
OSBORN CONSULTING INC.	39012	12-C1081 Dec. On-Call Consulting Svcs	160.96
OSBORN CONSULTING INC.	39012	12-C1081 Dec. On-Call Consulting Svcs	1,916.88
OSBORN CONSULTING INC.	39012	12-C1081 Dec. On-Call Consulting Svcs	2,402.99
PHSI PURE HEALTH SOLUTIONS INC.	39013	City Hall Filtered Water Systems	101.09
PUGET SOUND CLEAN AIR AGENCY	39014	2018 Clean Air Assessment Dues	18,341.00
PUGET SOUND ENERGY	39015	12/13-1/12 15252 Simonds Flashing Crosswalk	10.55
PUGET SOUND ENERGY	39015	12/13-1/12 15000 84th School Zone Signs	21.30
PUGET SOUND ENERGY	39015	12/13-1/12 City Hall Gas Charges	1,256.13
PUGET SOUND ENERGY	39015	12/13-1/12 Inglemoor Traffic Signal	102.17
PUGET SOUND ENERGY	39015	12/13-1/12 19016 73rd School Zone Signs	10.55
PUGET SOUND ENERGY	39015	12/13-1/12 Incubator Bldg. Gas & Electric	611.90
PUGET SOUND ENERGY	39015	12/13-1/12 Log Boom Park Restroom	156.88
PUGET SOUND ENERGY	39015	12/13-1/12 14500 Juanita Traffic Signal	62.11
PUGET SOUND ENERGY	39015	12/13-1/12 61st/181st Traffic Signal	65.99
PUGET SOUND ENERGY	39015	12/13-1/12 7125 170th Radar Sign	10.55
PUGET SOUND ENERGY	39015	12/13-1/12 14944 Juanita School Zone	21.10
PUGET SOUND ENERGY	39015	12/13-1/12 18060 68th Traffic Signal	128.74

XI. A. The following checks and electronic payments are approved for pay...

PUGET SOUND ENERGY	39015	12/13-1/12 18048 68th Tree Receptacles	45.08
PUGET SOUND ENERGY	39015	12/13-1/12 6744 Bthl Wy Tree Receptacles	41.47
PUGET SOUND ENERGY	39015	12/13-1/12 7016 Bthl Wy Tree Receptacles	26.82
PUGET SOUND ENERGY	39015	12/13-1/13 18120 68th Tree Illumination	27.27
PUGET SOUND ENERGY	39015	12/13-1/12 7232 Bthl Wy Tree Receptacles	10.55
PUGET SOUND ENERGY	39015	12/13-1/12 7211 181st Traffic Signal	135.02
PUGET SOUND ENERGY	39015	12/13-1/12 16450 Juanita Radar Sign	11.39
PUGET SOUND ENERGY	39015	12/13-1/12 16644 Simonds Radar Sign	10.87
PUGET SOUND ENERGY	39015	12/13-1/12 18906 61st Radar Sign	10.87
PUGET SOUND ENERGY	39015	12/13-1/12 6656 Arrowhead Radar Sign	10.55
PUGET SOUND ENERGY	39015	12/13-1/12 7504 155th Radar Sign	10.65
PUGET SOUND ENERGY	39015	12/13-1/12 6625 Arrowhead Radar Sign	10.55
PUGET SOUND ENERGY	39015	12/13-1/12 17151 68th Boat Launch Restroom	16.82
PUGET SOUND ENERGY	39015	12/13-1/12 Squire's Landing	233.63
PUGET SOUND ENERGY	39015	12/13-1/12 18149 68th Street Lights	138.37
PUGET SOUND ENERGY	39015	12/13-1/12 6434 Bthl Way Street Lights	12.63
PUGET SOUND ENERGY	39015	12/13-1/12 6270 Bthl Wy Street Lights	13.70
PUGET SOUND ENERGY	39015	12/13-1/12 6016 Bthl Wy Street Lights	13.70
PUGET SOUND ENERGY	39015	12/13-1/12 Town Square/Hangar Electricity	905.53
PUGET SOUND ENERGY	39015	12/13-1/12 6970 181st Street Lights	36.91
PUGET SOUND ENERGY	39015	12-13-1/12 Town Square/Hangar Gas	314.28
PUGET SOUND ENERGY	39015	12/13-1/12 Moorlands Park	19.89
PUGET SOUND ENERGY	39015	12/13-1/12 Rhododendron Park Electricity	605.87
PUGET SOUND ENERGY	39015	Moorlands Electrical Svcs/Restroom/Irrigation	694.38
PUGET SOUND ENERGY	39015	12/13-1/12 19030 61st Radar Sign	10.55
PUGET SOUND ENERGY	39016-39017	Void	-
PUGET SOUND FINANCE OFFICERS ASSOC	39018	2018 Membership Renewal	50.00
QUALITY BUSINESS SYSTEMS INC.	39019	1/5-2/4 Lease Payment for 1st Floor Copier	675.53
SALTER, JON	39020	Travel Expense Gas/Parking/Baggage	333.50
SEATTLE TIMES	39021	1/5 SEPA Notice for Bruce & Merrille Howell	444.64
SEATTLE TIMES	39022	1/11 Notice of Application for KC Metro Transit	169.48
SITTS & HILL ENGINEERS, INC.	39023	Rhododendron Park Prof. Svcs through 1/12/18	2,765.00
SITTS & HILL ENGINEERS, INC.	39024	15-C1454 Squire's Landing Svcs through 1/12/18	770.00
SOUND CITIES ASSOC	39025	2018 Dues	14,364.00
STAPLES ADVANTAGE	39026	Trash Can Liners	83.37
STAPLES ADVANTAGE	39026	Trash Can Liners	83.37
STAPLES ADVANTAGE	39027	Parks Maintenance Supplies	274.63
STAPLES ADVANTAGE	39028	Trash Can Liners	29.53
STAPLES ADVANTAGE	39028	Trash Can Liners	29.52
STATE AUDITOR'S OFFICE	39029	December Audit Services	673.20
STEWART MACNICHOLS HARMELL, INC.	39030	December Public Defender Services	5,000.00
STEWART TITLE COMPANY	39031	6700 NE 182nd 68th Ave Ped/Bike Design	5,716.70
SUSSMAN/PREJZA & CO, INC	39032	Banner Design/Layout	1,350.00
TOP TO BOTTOM JANITORIAL, INC.	39033	January City Hall Janitorial Service	3,500.00

XI. A. The following checks and electronic payments are approved for pay...

TOP TO BOTTOM JANITORIAL, INC.	39034	December Hangar Bldg. Janitorial Svc	1,524.00
TOTAL LANDSCAPE CORP	39035	January City Hall & Parks Lanscaping	880.00
TOTAL LANDSCAPE CORP	39035	January City Hall & Parks Lanscaping	4,145.45
U.S. BANK N.A. - CUSTODY	39036	4th Quarter Bank Fees	156.00
VOLGISTICS, INC	39037	12 Month Volunteer Tracking Software Renewal	540.00
WA CITIES INSURANCE AUTHORITY	39038	2018 Liability &/or Program Assessment	222,165.18
WA CITIES INSURANCE AUTHORITY	39038	2018 Liability &/or Program Assessment	8,228.34
WA CITIES INSURANCE AUTHORITY	39038	2018 Liability &/or Program Assessment	26,604.96
WA CITIES INSURANCE AUTHORITY	39038	2018 Liability &/or Program Assessment	17,279.52
WA TRAFFIC SAFETY COMMISION	39039	2018 Traffic Safety Conf./Brett Schock	103.49
WALTER E. NELSON CO.	39040	Mat for Hangar Bldg.	184.09
WALTER E. NELSON CO.	39040	Mat for Hangar Building	184.09
WASHINGTON CITY/COUNTY MGMT ASSOC	39041	2018 Dues - Rob Karlinsey	315.00
WASHINGTON CITY/COUNTY MGMT ASSOC	39042	2018 Dues - Nancy Ousley	315.00
WASHINGTON ENERGY SERVICES CO. LLC	39043	Refund Cancelled Permit	35.00
WASHINGTON ENERGY SERVICES CO. LLC	39043	Refund Cancelled Permit	1.75
WASHINGTON STATE TREASURER	39044	Summer Concert State Park Rental	6,570.28
WILLIAMS, KASTNER & GIBBS PLLC	39045	17-C1736 Attorney Services - El-Sharaway	848.67
ZUMAR	39046	Signs for SR522	232.58
NAVIA	DFT0000114	Employee Flexible Spending Account	153.85
NAVIA	DFT0000114	Employee Flexible Spending Account	161.00
NAVIA	DFT0000114	Employee Flexible Spending Account	85.38
NAVIA	DFT0000114	Employee Flexible Spending Account	96.15
BANK OF AMERICA 941	DFT0000115	Federal Taxes	2,791.44
BANK OF AMERICA 941	DFT0000115	Federal Taxes	683.94
BANK OF AMERICA 941	DFT0000115	Federal Taxes	10,502.60
BANK OF AMERICA 941	DFT0000115	Federal Taxes	1,136.97
BANK OF AMERICA 941	DFT0000115	Federal Taxes	358.82
BANK OF AMERICA 941	DFT0000115	Federal Taxes	282.20
BANK OF AMERICA 941	DFT0000115	Federal Taxes	1,313.93
HSA Funding	1/5/2018	Health Savings Accounts	3,000.00
PAYROLL	1/19/2018	Direct Deposit	79,590.12
Grand Total			<u>\$ 1,007,344.00</u>

XI. A. The following checks and electronic payments are approved for pay...



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

01/27/2018-02/09/2018

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

Total Check #s 39047 through 39147: \$262,444.56

Total Payroll/Taxes/Flexible Spending & Health Savings Acct. Electronic Deposits Dated: 02/02/2018: \$ 98,721.51

RO KAS 2/9/18
City Manager / Date

Joanne M. Gregory 2/9/18
Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
AWC EMPLOYEE BENEFITS	39047	02/02/2018	Employee Health Ins Contributions	665.00
AWC EMPLOYEE BENEFITS	39047	02/02/2018	Employee Health Ins Contributions	162.87
AWC EMPLOYEE BENEFITS	39047	02/02/2018	Employee Health Ins Contributions	62.86
AWC EMPLOYEE BENEFITS	39047	02/02/2018	Employee Health Insurance	38.82
AWC EMPLOYEE BENEFITS	39047	02/02/2018	Employee Health Insurance	6.60
AWC EMPLOYEE BENEFITS	39047	02/02/2018	Employee Health Insurance	4.93
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	143.55
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	46.38
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	48.87
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	553.16
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	178.72
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	188.31
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	97.03
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	2.09
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	0.78
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	176.80
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	3.81
DEPARTMENT OF LABOR AND INDUSTRIES	39048	02/02/2018	City of Kenmore	1.43
DEPARTMENT OF RETIREMENT SYSTEMS	39049	02/02/2018	Public Employees Retirement	1,693.44
DEPARTMENT OF RETIREMENT SYSTEMS	39049	02/02/2018	Public Employees Retirement	15,123.28
DEPARTMENT OF RETIREMENT SYSTEMS	39049	02/02/2018	Public Employees Retirement	2,480.88
DEPARTMENT OF RETIREMENT SYSTEMS	39049	02/02/2018	Public Employees Retirement	1,436.46
DEPARTMENT OF RETIREMENT SYSTEMS	39049	02/02/2018	Public Employees Retirement	374.48
DEPARTMENT OF RETIREMENT SYSTEMS	39049	02/02/2018	Public Employees Retirement	135.36
DEPARTMENT OF RETIREMENT SYSTEMS	39049	02/02/2018	Public Employees Retirement	828.77
DEPARTMENT OF RETIREMENT SYSTEMS	39049	02/02/2018	Public Employees Retirement	651.87

DRS 457	39050	02/02/2018	DRS 457 Deferred Comp	490.00
ICMA RETIREMENT TRUST 457 - 304745	39051	02/02/2018	ICMA 457 Deferred Comp	3,428.80
ICMA RETIREMENT TRUST 457 - 304745	39051	02/02/2018	ICMA 457 Deferred Comp	692.08
NATIONWIDE FINANCIAL 401a	39052	02/02/2018	City of Kenmore 401a Loan	240.68
NATIONWIDE FINANCIAL 401a	39052	02/02/2018	City of Kenmore 401a Loan	219.19
NATIONWIDE FINANCIAL 401a	39052	02/02/2018	City of Kenmore 401a	10,288.79
NATIONWIDE FINANCIAL 401a	39052	02/02/2018	City of Kenmore 401a	1,410.62
NATIONWIDE FINANCIAL 401a	39052	02/02/2018	City of Kenmore 401a	1,057.61
NATIONWIDE RETIREMENT SOLUTIONS 457	39053	02/02/2018	Nationwide 457 Deferred Comp	250.00
NATIONWIDE RETIREMENT SOLUTIONS 457	39053	02/02/2018	Nationwide 457 Deferred Comp	75.00
STATE OF FLORIDA DISBURSEMENT UNIT	39054	02/02/2018	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	39055	02/02/2018	Employee Charitable Contribution	74.61
A+ CONFERENCING	39056	02/09/2018	1/19/18 Conference Call	4.44
A+ CONFERENCING	39056	02/09/2018	01/26/18 PSE Conference Call	24.44
A+ CONFERENCING	39056	02/09/2018	01/29/18 Conference Call	29.55
ALCALDE & FAY	39057	02/09/2018	January Government Affairs Consulting	5,022.01
ALPHAGRAPHS	39058	02/09/2018	Business Cards for Employees & Council	112.88
ALPHAGRAPHS	39058	02/09/2018	Business Cards for Employees & Council	63.02
ALPHAGRAPHS	39058	02/09/2018	Business Cards for Employees & Council	63.03
ALPHAGRAPHS	39058	02/09/2018	Business Cards for Employees & Council	63.03
ALPHAGRAPHS	39058	02/09/2018	Business Cards/Officer Durrant	110.11
AMERICAN PLANNING ASSOCIATION	39059	02/09/2018	Debbie Bent Membership Renewal	644.00
AMERICAN PLANNING ASSOCIATION	39060	02/09/2018	Lauri Anderson Membership Renewal	596.00
BAKER, DAVID	39061	02/09/2018	01/15-1/23/18 Mileage Reimbursement	251.25
BAKER, DAVID	39061	02/09/2018	1/25-1/29/18 Mileage Reimbursement	143.34
BAKER, DAVID	39061	02/09/2018	1/30-2/5/18 Mileage Reimbursement	172.22
BAKER, DAVID	39061	02/09/2018	1/4-1/10/18 Mileage Reimbursement	95.92
BAKER, DAVID	39061	02/09/2018	1/4-1/10/18 Mileage Reimbursement	17.99
BRIEN, GAYLYNN	39062	02/09/2018	November Sales Tax Data Conversion Svcs	50.00
CADMAN MATERIALS, INC.	39063	02/09/2018	Asphalt for Simonds Rd. Pothole Repair	122.43
CADMAN MATERIALS, INC.	39064	02/09/2018	Asphalt for Berm Installation	138.27
CADMAN MATERIALS, INC.	39065	02/09/2018	Asphalt for Simonds Rd. Pothole Repair	77.77
CENTER FOR HUMAN SERVICES	39066	02/09/2018	4th Qtr Human Svcs - Clinical Programs	1,500.00
CENTER FOR HUMAN SERVICES	39067	02/09/2018	4th Qtr Human Svcs - Family Support Centers	3,750.00
CITY OF KENT	39068	02/09/2018	2018 Share of Human Svcs Website	500.00
COLUMBIA RIDGE LANDFILL	39069	02/09/2018	January Street Sweeper Dump Fees	942.93
CRAWFORD ELECTRIC	39070	02/09/2018	Electrical Receptacle Repair @ 6460 Bthl Wy	366.55
DEVRIES, DENIS	39071	02/09/2018	Police Volunteer Mileage Reimbursement	22.89

XI. B. The following checks and electronic payments are approved for pay...

DIGITAL REPROGRAPHICS SERVICES INC.	39072	02/09/2018	Zoning Maps	241.18
EARTHWORKS	39073	02/09/2018	17-C1780 SR522 ROW Landscaping Svcs	4,722.55
EBIX, INC./ TOPHEALTH	39074	02/09/2018	Top Health Online Subscription	118.27
FRONTIER	39075	02/09/2018	1/28-2/27 City Hall Phone Service	612.20
FRONTIER	39076	02/09/2018	1/28-2/27 City Hall Phone Service	445.73
FRUHLING SAND & TOPSOIL	39077	02/09/2018	January Tree & Asphalt Disposal	310.00
GOOD TO GO	39078	02/09/2018	City Vehicle Toll Charge	4.00
GOOD TO GO	39079	02/09/2018	City Vehicle #309 Toll Charge	2.75
GORDON THOMAS HONEYWELL	39080	02/09/2018	January Government Affairs Consulting	4,053.47
GREATER BOTHELL CHAMBER OF COMMERCE	39081	02/09/2018	Kenmore Bus. Alliance Jan. Support Svcs	300.00
HANSEN, COREY	39082	02/09/2018	January Business Incubator Consulting Svcs	4,180.00
HDR ENGINEERING, INC	39083	02/09/2018	17-C1743 NE 153rd Sidewalk 10/23-12/30/17	2,006.91
HDR ENGINEERING, INC	39084	02/09/2018	16-C1625 Juanita Ped/Bike 11/26-12/30/17	7,117.92
HDR ENGINEERING, INC	39085	02/09/2018	13-C1214 SR522 W. A 10/29-12/30/17	4,837.41
HONEY BUCKET	39086	02/09/2018	1/27-2/23/18 Squire's Landing Rental	215.05
HOPKINS, CRAIG	39087	02/09/2018	Police Volunteer Mileage Reimbursement	62.68
HWA GEOSCIENCES INC.	39088	02/09/2018	17-C1730 Moorlands Park Geotechnical Svcs	1,120.44
HYAS GROUP, LLC	39089	02/09/2018	17-C1729 First Phase - Retirement Plans Review	7,500.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	39090	02/09/2018	December Legal Svcs - Retainer	3,100.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	39090	02/09/2018	December Legal Svcs - Executive	1,224.66
INSLEE, BEST, DOEZIE & RYDER, P.S.	39090	02/09/2018	December Legal Svcs - Public Works	1,927.50
INSLEE, BEST, DOEZIE & RYDER, P.S.	39090	02/09/2018	December Legal Svcs - LakePointe	2,359.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	39090	02/09/2018	December Legal Svcs - Development Svcs	4,455.50
INSLEE, BEST, DOEZIE & RYDER, P.S.	39090	02/09/2018	December Legal Svcs - Town Green	92.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	39090	02/09/2018	December Legal Svcs - Wesley J. Boyd	135.00
IRON CREEK CONSTRUCTION LLC	39091	02/09/2018	17-C1723 62nd Ave Roundabouts Retainage	1,820.63
JRW ENTERPRISES	39092	02/09/2018	New Keypad Locks for Parks Restroom Doors	2,516.78
KCDA PURCHASING COOP	39093	02/09/2018	Moorlands Park Shipment	29.70
KING COUNTY FINANCE	39094	02/09/2018	December Community Work Program	5,705.00
KING COUNTY FINANCE	39095	02/09/2018	December Road Svcs/Signs/Traffic/Ped Svcs	1,779.42
KING COUNTY FINANCE	39095	02/09/2018	December Road Svcs/Signs/Traffic/Ped Svcs	1,312.66
KING COUNTY OFFICE OF FINANCE	39096	02/09/2018	Dec. Public Defense Indigency Screening	419.03
KING COUNTY SHERIFF	39097	02/09/2018	Dec, School District Police Overtime	6,223.34
KING COUNTY SHERIFF	39098	02/09/2018	Police Overtime for Tree Lighting Event	252.71

XI. B. The following checks and electronic payments are approved for pay...

LAKE CITY PARTNERS ENDING HOMELESSNESS	39099	02/09/2018	17-C1797 Human Svcs Program	2,000.00
MICHAEL PENDLETON	39100	02/09/2018	Council Retreat Consulting	3,505.20
MR. T'S TROPHIES	39101	02/09/2018	Name Plate & Plaque Engraving for Council	171.44
MUNIMANAGE, LLC	39102	02/09/2018	17-C1668 Lakepointe Consulting Svcs	7,425.00
MUNIMANAGE, LLC	39103	02/09/2018	January Public Works Consulting Services	9,570.00
NORTHSHORE SENIOR CENTER	39104	02/09/2018	4th Qtr 2017 Human Svcs Transportation	1,650.00
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-1/31/18 Logboom Park Irrigation	138.50
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-1/31/18 77th Ct/SR522 Irrigation	69.25
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-1/31/18 Rhododendron Park	216.48
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-1/31/18 Squire's Landing	148.79
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-01/31/18 Moorlands Park Restroom	194.28
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-1/31/18 73rd/SR522 Irrigation	138.50
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-01/31/18 Logboom Park Restroom	383.85
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-01/31/18 Rhod. Park New	225.30
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-1/31/18 Rhododendron Park	221.60
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-01/31/18 Boat Launch Restroom	156.43
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-1/31/18 61st/SR522 ROW Irrigation	138.50
NORTHSHORE UTILITY DIST	39105	02/09/2018	11/30/17-01/31/18 Moorlands Park Irrigation	363.00
NORTHWEST ARBORICULTURE LLC	39106	02/09/2018	65th/SR522 Tree Replacement	951.50
NORTHWEST ARBORICULTURE LLC	39107	02/09/2018	61st Avenue Emergency Tree Work	5,352.60
OFFICE DEPOT	39108	02/09/2018	Office Supplies	8.61
OFFICE DEPOT	39108	02/09/2018	Office Supplies	6.46
OFFICE DEPOT	39108	02/09/2018	Office Supplies	45.21
OFFICE DEPOT	39108	02/09/2018	Office Supplies	9.86
OFFICE DEPOT	39108	02/09/2018	Office Supplies	19.38
OFFICE DEPOT	39108	02/09/2018	Office Supplies	8.61
OFFICE DEPOT	39108	02/09/2018	Office Supplies	30.14
OFFICE DEPOT	39108	02/09/2018	Office Supplies	17.22
OFFICE DEPOT	39108	02/09/2018	Office Supplies	76.84
OFFICE DEPOT	39108	02/09/2018	Office Supplies	36.60
OFFICE DEPOT	39108	02/09/2018	Office Supplies	12.92
OFFICE DEPOT	39108	02/09/2018	Office Supplies	17.22
OFFICE DEPOT	39108	02/09/2018	Office Supplies	12.93
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	3.47
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	2.60
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	18.20
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	7.80
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	3.47
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	12.13
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	6.93
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	14.73
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	5.20
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	6.93
OFFICE DEPOT	39109	02/09/2018	Defibrillator Batteries	5.20
OFFICE DEPOT	39110	02/09/2018	Office Supplies	4.71
OFFICE DEPOT	39110	02/09/2018	Office Supplies	3.53
OFFICE DEPOT	39110	02/09/2018	Office Supplies	24.71
OFFICE DEPOT	39110	02/09/2018	Office Supplies	10.59
OFFICE DEPOT	39110	02/09/2018	Office Supplies	4.71
OFFICE DEPOT	39110	02/09/2018	Office Supplies	16.48

XI. B. The following checks and electronic payments are approved for pay...

OFFICE DEPOT	39110	02/09/2018	Office Supplies	13.84
OFFICE DEPOT	39110	02/09/2018	Office Supplies	9.42
OFFICE DEPOT	39110	02/09/2018	Office Supplies	20.01
OFFICE DEPOT	39110	02/09/2018	Office Supplies	7.06
OFFICE DEPOT	39110	02/09/2018	Office Supplies	9.42
OFFICE DEPOT	39110	02/09/2018	Office Supplies	7.90
OFFICE DEPOT	39110	02/09/2018	Office Supplies	7.05
PASSPORT TRAVEL AND TOURS	39111	02/09/2018	Council Airfare to WA DC	456.00
PUGET SOUND ENERGY	39112	02/09/2018	January Traffic Signals	12.50
PUGET SOUND ENERGY	39113	02/09/2018	67th/182nd Street Lights 11/5-12/14/17	311.29
PUGET SOUND ENERGY	39114	02/09/2018	January 61st/181st Street Lights	96.52
PUGET SOUND ENERGY	39115	02/09/2018	12/13/17-01/12/18 City Hall Electricity	2,830.83
PUGET SOUND ENERGY	39116	02/09/2018	January 68th Ave (Spencer Square) Streetlights	91.38
REPUBLIC SERVICES	39117	02/09/2018	January Rhododendron Park Solid Waste	357.18
REPUBLIC SERVICES	39118	02/09/2018	January City Hall Solid Waste	308.60
RESOURCE EXPLORATION, LLC	39119	02/09/2018	PBB Software Annual Subscription	20,000.00
REY TRANSLATIONS	39120	02/09/2018	Planning Commission Meeting Translation Svcs	780.51
SARAH ROBERTS	39121	02/09/2018	January Prosecution Services	11,161.17
SCORE	39122	02/09/2018	Dec. 2017 Outside Health Services	375.00
SCORE	39123	02/09/2018	January Inmate Housing	33,480.00
SCORE	39124	02/09/2018	November Outside Health Services	38.75
SEATTLE TIMES	39125	02/09/2018	Legal Ad/Public Hearing for Ord. 18-0458	99.25
SEATTLE TIMES	39126	02/09/2018	Legal Ad RFP for 457 Plans	55.75
SEATTLE TIMES	39127	02/09/2018	Ordinance Summary for #18-0454	119.10
SEATTLE TIMES	39128	02/09/2018	01/25 Legal Ads	62.44
SEATTLE TIMES	39128	02/09/2018	01/25 Legal Ads	196.24
SHRED-IT USA LLC	39129	02/09/2018	Shredding Services	62.92
SOUND PUBLISHING, INC.	39130	02/09/2018	December Bothell/Kenmore Reporter	268.45
SOUND PUBLISHING, INC.	39130	02/09/2018	December Bothell/Kenmore Reporter	442.25
SOUND PUBLISHING, INC.	39130	02/09/2018	December Bothell/Kenmore Reporter Ads	442.25
STANLEY PATRICK STRIPING COMPANY	39131	02/09/2018	17-C1742 182nd/191st Curbing	13,707.00
STAPLES ADVANTAGE	39132	02/09/2018	City Hall Maintenance Supplies	368.30
STAPLES ADVANTAGE	39133	02/09/2018	City Hall & Hangar Bldg. Maint. Supplies	72.39
STAPLES ADVANTAGE	39133	02/09/2018	City Hall & Hangar Bldg. Maint. Supplies	72.39
STARDOM SERVICES, INC.	39134	02/09/2018	January Incubator Bldg. Janitorial Service	510.00
STATE OF WA DEPT. OF LICENSING	39135	02/09/2018	Code Enforcement License Queries	1.96

XI. B. The following checks and electronic payments are approved for pay...

STEWART MACNICHOLS HARMELL, INC.	39136	02/09/2018	January Public Defender Services	5,000.00
STEWART TITLE COMPANY	39137	02/09/2018	17455 68th Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	17425 68th Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	17405 68th Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	17511 68th Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	6523 175th Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	17150 68th Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	17001 Inglewood Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	6505 Inglewood Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	16928 68th Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	6910 170th Title Report/W Samm. Bridge	165.00
STEWART TITLE COMPANY	39137	02/09/2018	6806 175th Title Report/W Samm. Bridge	165.00
THE WIDE FORMAT COMPANY	39138	02/09/2018	Plotter Printer Repair	770.00
TOTAL LANDSCAPE CORP	39139	02/09/2018	January Squire's/Northshore Summit Landscaping	869.00
UPS STORE	39140	02/09/2018	January Copy Charges	2.58
URBAN LAND INSTITUTE	39141	02/09/2018	City Manager Membership Renewal ID #847736	220.00
UTILITIES UNDERGROUND LOCATION CTR	39142	02/09/2018	January Utility Locate Services	206.40
VERIZON WIRELESS	39143	02/09/2018	1/27-2/26 City Hall Cell Phones	0.18
VERIZON WIRELESS	39143	02/09/2018	1/27-2/26 City Hall Cell Phones	20.81
VERIZON WIRELESS	39143	02/09/2018	1/27-2/26 City Hall Cell Phones	58.63
VERIZON WIRELESS	39143	02/09/2018	1/27-2/26 City Hall Cell Phones	161.46
VERIZON WIRELESS	39143	02/09/2018	1/27-2/26 City Hall Cell Phones	77.83
VERIZON WIRELESS	39143	02/09/2018	1/27-2/26 City Hall Cell Phones	165.21
WELLS FARGO FINANCIAL	39144	02/09/2018	1/21-2/20 2nd Floor Copier Lease	619.73
WESTERN ENTRANCE TECHNOLOGY, LLC	39145	02/09/2018	Hangar Bldg. Battery Back Up Installation	605.00
WINTERBOURNE LANDSCAPE	39146	02/09/2018	City Hall Green Roof Maintenance15-C1379	577.51
WONDERLAND DEVELOPMENT	39147	02/09/2018	4th Qtr Human Services Funding	1,250.00
NAVIA	DFT0000120	02/02/2018	HSA - Employer	1,000.00
NAVIA	DFT0000121	02/02/2018	Employee Flexible Spending Account	161.00
NAVIA	DFT0000121	02/02/2018	Employee Flexible Spending Account	153.85
NAVIA	DFT0000121	02/02/2018	Employee Flexible Spending Account	85.38
NAVIA	DFT0000121	02/02/2018	Employee Flexible Spending Account	96.15
BANK OF AMERICA 941	DFT0000122	02/02/2018	Federal Taxes	2,807.40
BANK OF AMERICA 941	DFT0000122	02/02/2018	Federal Taxes	8,891.50
BANK OF AMERICA 941	DFT0000122	02/02/2018	Federal Taxes	812.68
BANK OF AMERICA 941	DFT0000122	02/02/2018	Federal Taxes	358.82
BANK OF AMERICA 941	DFT0000122	02/02/2018	Federal Taxes	909.30
BANK OF AMERICA 941	DFT0000122	02/02/2018	Federal Taxes	269.06
BANK OF AMERICA 941	DFT0000122	02/02/2018	Federal Taxes	993.21
PAYROLL		2/2/2018	Direct Deposit	82,183.16
Grand Total				<u>\$ 361,166.07</u>

XI. B. The following checks and electronic payments are approved for pay...



City of Kenmore

Vendor History Report

By Vendor Name

Posting Date Range -

Payment Date Range 01/01/2018 - 01/26/2018

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Vendor Set: 01 - Vendor Set 01											
1479 - A V CAPTURE ALL						4,740.12	0.00	0.00	0.00	4,740.12	4,740.12
1533	Software Renewal for Legislative Plus App.	1/26/2018		38935	1/26/2018	4,740.12	0.00	0.00	0.00	4,740.12	4,740.12
0858 - A+ CONFERENCING						19.35	0.00	0.00	0.00	19.35	19.35
4382191	1/17 Conference Call ARCH Housing	1/26/2018		38936	1/26/2018	19.35	0.00	0.00	0.00	19.35	19.35
0002 - ACTION ENTERTAINMENT						500.00	0.00	0.00	0.00	500.00	500.00
1/26/18	Kenmore Middle School Dance DJ	1/26/2018	Y	38937	1/26/2018	500.00	0.00	0.00	0.00	500.00	500.00
0426 - AFLAC						327.10	0.00	0.00	0.00	327.10	327.10
INV0000378	Employee Medical/Disability Plans	1/19/2018		38920	1/19/2018	172.38	0.00	0.00	0.00	172.38	172.38
INV0000379	Employee Medical/Disability Plans	1/19/2018		38920	1/19/2018	154.72	0.00	0.00	0.00	154.72	154.72
1123 - AM TEST, INC						225.00	0.00	0.00	0.00	225.00	225.00
102818	Swamp Creek TMDL Water Testing	1/26/2018		38938	1/26/2018	225.00	0.00	0.00	0.00	225.00	225.00
0696 - AMERICAN GENERAL LIFE GPO-4005						353.68	0.00	0.00	0.00	353.68	353.68
INV0000385	Life Insurance	1/19/2018		38921	1/19/2018	353.68	0.00	0.00	0.00	353.68	353.68
0564 - AMERICAN PUBLIC WORKS ASSOCIATION						950.00	0.00	0.00	0.00	950.00	950.00
693796 2/1/18-1/31/19	Membership Renewal 2/1/18-1/31/19	1/26/2018		38939	1/26/2018	950.00	0.00	0.00	0.00	950.00	950.00
1900 - ASPECT CONSULTING LLC						3,337.47	0.00	0.00	0.00	3,337.47	3,337.47
28534	11/25-12/29/17 On-Call Stream Monitorin	1/26/2018	Y	38940	1/26/2018	3,337.47	0.00	0.00	0.00	3,337.47	3,337.47
0022 - ASSOCIATION OF WA CITIES						17,264.07	0.00	0.00	0.00	17,264.07	17,264.07
56733	2018 AWC Membership Fee	1/26/2018		38941	1/26/2018	16,115.00	0.00	0.00	0.00	16,115.00	16,115.00
57622	L&I 2018 Retro Fee	1/26/2018		38942	1/26/2018	1,149.07	0.00	0.00	0.00	1,149.07	1,149.07
0450 - AURORA RENTS						169.55	0.00	0.00	0.00	169.55	169.55
535508-3	Trailer Rental for SWM Facility Maintenanc	1/26/2018		38943	1/26/2018	169.55	0.00	0.00	0.00	169.55	169.55
0429 - AWC EMPLOYEE BENEFITS						45,606.43	0.00	0.00	0.00	45,606.43	45,606.43
INV0000355	Employee Health Ins Contributions	1/5/2018		38783	1/5/2018	890.73	0.00	0.00	0.00	890.73	890.73
INV0000356	Employee Health Insurance	1/5/2018		38783	1/5/2018	49.34	0.00	0.00	0.00	49.34	49.34
INV0000381	Employee Health Insurance	1/19/2018		38922	1/19/2018	4,106.29	0.00	0.00	0.00	4,106.29	4,106.29
INV0000382	Employee Health Ins Contributions	1/19/2018		38922	1/19/2018	890.73	0.00	0.00	0.00	890.73	890.73
INV0000383	Employee Health Insurance	1/19/2018		38922	1/19/2018	3,542.86	0.00	0.00	0.00	3,542.86	3,542.86
INV0000384	Employee Health Insurance	1/19/2018		38922	1/19/2018	35,541.80	0.00	0.00	0.00	35,541.80	35,541.80
INV0000389	Employee Health Insurance	1/19/2018		38922	1/19/2018	51.36	0.00	0.00	0.00	51.36	51.36
INV0000397	Employee Health Insurance	1/19/2018		38922	1/19/2018	533.32	0.00	0.00	0.00	533.32	533.32
0024 - BAKER, DAVID						357.38	0.00	0.00	0.00	357.38	357.38
Dec. 2017	12/13-12/20 Mileage Reimbursement	1/26/2018		38945	1/26/2018	162.64	0.00	0.00	0.00	162.64	162.64

Vendor History Report										Posting Date Range -	
Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Nov. 2017	11/8-11/30/17 Mileage Expense Reimburs	1/26/2018		38944	1/26/2018	194.74	0.00	0.00	0.00	194.74	194.74
0428 - BANK OF AMERICA 941						33,147.00	0.00	0.00	0.00	33,147.00	33,147.00
INV0000368	Federal Taxes	1/5/2018		DFT0000112	1/5/2018	16,077.10	0.00	0.00	0.00	16,077.10	16,077.10
INV0000403	Federal Taxes	1/19/2018		DFT0000115	1/19/2018	17,069.90	0.00	0.00	0.00	17,069.90	17,069.90
1309 - BANNER BANK	BAKER					35.00	0.00	0.00	0.00	35.00	35.00
7371 01/07/18	Parking/Transportation	1/26/2018		38946	1/26/2018	35.00	0.00	0.00	0.00	35.00	35.00
1181 - BANNER BANK	BH					115.00	0.00	0.00	0.00	115.00	115.00
1147 01/07/18	International Code Council Renewal	1/26/2018		38947	1/26/2018	115.00	0.00	0.00	0.00	115.00	115.00
0675 - BANNER BANK	CS					21.94	0.00	0.00	0.00	21.94	21.94
3006 01/07/18	Camera Battery	1/26/2018		38948	1/26/2018	21.94	0.00	0.00	0.00	21.94	21.94
0699 - BANNER BANK	DB					53.90	0.00	0.00	0.00	53.90	53.90
3022 01/07/18	PLANGRID Monthly Subscription	1/26/2018		38949	1/26/2018	53.90	0.00	0.00	0.00	53.90	53.90
0800 - BANNER BANK	JG					1,637.99	0.00	0.00	0.00	1,637.99	1,637.99
3055 01/07/18	Advertising/Supplies/Registration	1/26/2018		38950	1/26/2018	1,637.99	0.00	0.00	0.00	1,637.99	1,637.99
0869 - BANNER BANK	JGORDON					1,283.75	0.00	0.00	0.00	1,283.75	1,283.75
3048 01/07/18	Park Bench/Highland Products/Hand Saniti	1/26/2018		38951	1/26/2018	1,283.75	0.00	0.00	0.00	1,283.75	1,283.75
0834 - BANNER BANK	KENMORE					1,664.72	0.00	0.00	0.00	1,664.72	1,664.72
4778 01/07/18	Meeting Expenses/Materials/Supplies	1/26/2018		38952	1/26/2018	1,464.65	0.00	0.00	0.00	1,464.65	1,464.65
4794 01/07/18	Battery Disposal/Incubator Training Meals	1/26/2018		38953	1/26/2018	200.07	0.00	0.00	0.00	200.07	200.07
0743 - BANNER BANK	NO					397.49	0.00	0.00	0.00	397.49	397.49
3071 01/07/18	Registration/Supplies/Transportation/Bus.	1/26/2018		38954	1/26/2018	397.49	0.00	0.00	0.00	397.49	397.49
1704 - BANNER BANK	RK					3,818.22	0.00	0.00	0.00	3,818.22	3,818.22
2950 01/07/18	Bothell Chamber/Council Retreat/Meals/A	1/26/2018		38955	1/26/2018	3,818.22	0.00	0.00	0.00	3,818.22	3,818.22
1962 - BANNER BANK	SKROGH					322.80	0.00	0.00	0.00	322.80	322.80
1153 01/07/18	Supplies/Bluetooth Speaker/Social Media	1/26/2018		38956	1/26/2018	322.80	0.00	0.00	0.00	322.80	322.80
0047 - BRAVO ENVIRONMENTAL , NW INC.						25,616.50	0.00	0.00	0.00	25,616.50	25,616.50
41644	12/12-12/13 Vactor Services	1/26/2018		38963	1/26/2018	3,822.75	0.00	0.00	0.00	3,822.75	3,822.75
41770	12/18 Vactor Services	1/26/2018		38958	1/26/2018	1,622.25	0.00	0.00	0.00	1,622.25	1,622.25
41776	12/19-12/21 Vactor Services	1/26/2018		38959	1/26/2018	5,154.00	0.00	0.00	0.00	5,154.00	5,154.00
41884	12/19-12/21 Vactor Services	1/26/2018		38961	1/26/2018	8,468.50	0.00	0.00	0.00	8,468.50	8,468.50
41885	12/27 Vactor Services	1/26/2018		38960	1/26/2018	1,726.50	0.00	0.00	0.00	1,726.50	1,726.50
41893	12/28 Vactor Services	1/26/2018		38957	1/26/2018	1,587.00	0.00	0.00	0.00	1,587.00	1,587.00
42017	12/22 Vactor Services	1/26/2018		38962	1/26/2018	3,235.50	0.00	0.00	0.00	3,235.50	3,235.50
0054 - BULGER SAFE & LOCK, INC.						147.09	0.00	0.00	0.00	147.09	147.09
37003	Moorlands Park Padlocks	1/26/2018		38964	1/26/2018	147.09	0.00	0.00	0.00	147.09	147.09
0151 - CALPORTLAND COMPANY						93.56	0.00	0.00	0.00	93.56	93.56
93566387	Arrowhead/62nd Shoulder Repair Material	1/26/2018		38965	1/26/2018	93.56	0.00	0.00	0.00	93.56	93.56
0064 - CASCADE PEST CONTROL						143.00	0.00	0.00	0.00	143.00	143.00
14286	Rhododendron Park Pest Control	1/26/2018		38966	1/26/2018	143.00	0.00	0.00	0.00	143.00	143.00

Vendor History Report										Posting Date Range -	
Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
0412 - COLUMBIA RIDGE LANDFILL						0.75	0.00	0.00	0.00	0.75	0.75
0008434-2588-5	Late Fee for November	1/26/2018		38967	1/26/2018	0.75	0.00	0.00	0.00	0.75	0.75
0981 - COMCAST BUSINESS						2,633.04	0.00	0.00	0.00	2,633.04	2,633.04
60524814	City Hall/Incubator/Hangar Jan. Internet	1/26/2018		38969	1/26/2018	1,823.84	0.00	0.00	0.00	1,823.84	1,823.84
60535970	January City Hall Phone Svcs	1/26/2018		38971	1/26/2018	369.21	0.00	0.00	0.00	369.21	369.21
8498330320349817 1/5/1	1/14-2/13 City Hall Cable/Internet	1/26/2018		38972	1/26/2018	162.06	0.00	0.00	0.00	162.06	162.06
8498330320605978 1/5/1	1/10-2/9 Squire's Landing Internet	1/26/2018		38968	1/26/2018	79.95	0.00	0.00	0.00	79.95	79.95
8498330320610911 1/14/	Hangar Bldg. Cable 1/19-2/18/18	1/26/2018		38970	1/26/2018	197.98	0.00	0.00	0.00	197.98	197.98
1819 - COSTTREE, LLC						3,000.00	0.00	0.00	0.00	3,000.00	3,000.00
10309	Annual License Cost Allocation Software	1/26/2018		38973	1/26/2018	3,000.00	0.00	0.00	0.00	3,000.00	3,000.00
0106 - CROWN PRODUCTS LLC						981.05	0.00	0.00	0.00	981.05	981.05
77738	Pet Waste Bags for Parks	1/26/2018		38974	1/26/2018	981.05	0.00	0.00	0.00	981.05	981.05
0788 - CURTIS, DR. MILTON						59.43	0.00	0.00	0.00	59.43	59.43
1/5-1/6/18	Mileage & Ferry Reimbursement	1/26/2018		38975	1/26/2018	59.43	0.00	0.00	0.00	59.43	59.43
0111 - DEPARTMENT OF ECOLOGY						190.00	0.00	0.00	0.00	190.00	190.00
02866	Shoreline Permit Class for Maureen Colaizz	1/26/2018		38976	1/26/2018	95.00	0.00	0.00	0.00	95.00	95.00
02867	Shoreline Permit Class for Ann Stanton	1/26/2018		38977	1/26/2018	95.00	0.00	0.00	0.00	95.00	95.00
0432 - DEPARTMENT OF LABOR AND INDUSTRIES						2,516.36	0.00	0.00	0.00	2,516.36	2,516.36
INV0000364	City of Kenmore	1/5/2018		38784	1/5/2018	167.97	0.00	0.00	0.00	167.97	167.97
INV0000365	City of Kenmore	1/5/2018		38784	1/5/2018	647.31	0.00	0.00	0.00	647.31	647.31
INV0000366	City of Kenmore	1/5/2018		38784	1/5/2018	74.39	0.00	0.00	0.00	74.39	74.39
INV0000367	City of Kenmore	1/5/2018		38784	1/5/2018	135.65	0.00	0.00	0.00	135.65	135.65
INV0000399	City of Kenmore	1/19/2018		38924	1/19/2018	245.76	0.00	0.00	0.00	245.76	245.76
INV0000400	City of Kenmore	1/19/2018		38924	1/19/2018	947.01	0.00	0.00	0.00	947.01	947.01
INV0000401	City of Kenmore	1/19/2018		38924	1/19/2018	94.96	0.00	0.00	0.00	94.96	94.96
INV0000402	City of Kenmore	1/19/2018		38924	1/19/2018	173.04	0.00	0.00	0.00	173.04	173.04
INV0000404	City of Kenmore	12/22/2017		38924	1/19/2018	0.50	0.00	0.00	0.00	0.50	0.50
INV0000405	City of Kenmore	12/22/2017		38924	1/19/2018	0.50	0.00	0.00	0.00	0.50	0.50
INV0000406	City of Kenmore	12/8/2017		38924	1/19/2018	0.27	0.00	0.00	0.00	0.27	0.27
INV0000407	City of Kenmore	12/8/2017		38924	1/19/2018	0.50	0.00	0.00	0.00	0.50	0.50
Qtr 4 2017 Volunteers	4th Quarter Volunteer Hours L&I	1/13/2018		38897	1/13/2018	28.50	0.00	0.00	0.00	28.50	28.50
0431 - DEPARTMENT OF RETIREMENT SYSTEMS						44,200.71	0.00	0.00	0.00	44,200.71	44,200.71
INV0000357	Public Employees Retirement	1/5/2018		38785	1/5/2018	1,642.17	0.00	0.00	0.00	1,642.17	1,642.17
INV0000358	Public Employees Retirement	1/5/2018		38785	1/5/2018	18,394.24	0.00	0.00	0.00	18,394.24	18,394.24
INV0000359	Public Employees Retirement	1/5/2018		38785	1/5/2018	98.56	0.00	0.00	0.00	98.56	98.56
INV0000360	Public Employees Retirement	1/5/2018		38785	1/5/2018	804.63	0.00	0.00	0.00	804.63	804.63
INV0000361	Public Employees Retirement	1/5/2018		38785	1/5/2018	485.97	0.00	0.00	0.00	485.97	485.97
INV0000390	Public Employees Retirement	1/19/2018		38926	1/19/2018	1,694.78	0.00	0.00	0.00	1,694.78	1,694.78
INV0000391	Public Employees Retirement	1/19/2018		38926	1/19/2018	19,051.31	0.00	0.00	0.00	19,051.31	19,051.31
INV0000392	Public Employees Retirement	1/19/2018		38926	1/19/2018	374.48	0.00	0.00	0.00	374.48	374.48
INV0000393	Public Employees Retirement	1/19/2018		38926	1/19/2018	203.03	0.00	0.00	0.00	203.03	203.03
INV0000394	Public Employees Retirement	1/19/2018		38926	1/19/2018	828.77	0.00	0.00	0.00	828.77	828.77

Vendor History Report

Posting Date Range -

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
INV0000395	Public Employees Retirement	1/19/2018		38926	1/19/2018	622.77	0.00	0.00	0.00	622.77	622.77
0425 - DRS 457						980.00	0.00	0.00	0.00	980.00	980.00
INV0000353	DRS 457 Deferred Comp	1/5/2018		38786	1/5/2018	490.00	0.00	0.00	0.00	490.00	490.00
INV0000377	DRS 457 Deferred Comp	1/19/2018		38927	1/19/2018	490.00	0.00	0.00	0.00	490.00	490.00
1822 - ECO-COUNTER						840.00	0.00	0.00	0.00	840.00	840.00
90027	Bike Counter Automated Data Collection	1/26/2018		38978	1/26/2018	840.00	0.00	0.00	0.00	840.00	840.00
1785 - ECOSS						2,594.20	0.00	0.00	0.00	2,594.20	2,594.20
KEN-2017-2	Surface Water Education & Outreach	1/26/2018		38979	1/26/2018	2,594.20	0.00	0.00	0.00	2,594.20	2,594.20
1992 - EVERGREEN STATE SHEET METAL						255.15	0.00	0.00	0.00	255.15	255.15
MEC18-0041	Refund Mechanical Permit Canceled Rec. #	1/26/2018		38980	1/26/2018	255.15	0.00	0.00	0.00	255.15	255.15
1459 - FLEMINGS HOLIDAY LIGHTING LLC						5,768.62	0.00	0.00	0.00	5,768.62	5,768.62
6599	16-C1562 2nd Half of Agreement Pymt.	1/26/2018	Y	38981	1/26/2018	5,768.62	0.00	0.00	0.00	5,768.62	5,768.62
1990 - GLOCK PROFESSIONAL, INC.						500.00	0.00	0.00	0.00	500.00	500.00
TRP/100105894	Police Training for Officer Durrant	1/26/2018	Y	38983	1/26/2018	250.00	0.00	0.00	0.00	250.00	250.00
TRP/100105949	Police Training for Officer Monserud	1/26/2018	Y	38982	1/26/2018	250.00	0.00	0.00	0.00	250.00	250.00
1313 - GREATER BOTHELL CHAMBER OF COMMERCE						1,500.00	0.00	0.00	0.00	1,500.00	1,500.00
9128	2018 Membership Renewal	1/26/2018		38984	1/26/2018	1,500.00	0.00	0.00	0.00	1,500.00	1,500.00
1456 - HESTON VISUAL ARTS						451.00	0.00	0.00	0.00	451.00	451.00
040774	2018 State of the City Video	1/26/2018	Y	38985	1/26/2018	451.00	0.00	0.00	0.00	451.00	451.00
0292 - HONEY BUCKET						215.05	0.00	0.00	0.00	215.05	215.05
0550531239	Jan. Squire's Landing Rental	1/26/2018		38986	1/26/2018	215.05	0.00	0.00	0.00	215.05	215.05
1045 - HORIZON DISTRIBUTORS INC						78.59	0.00	0.00	0.00	78.59	78.59
3M256532	Logboom Park Supplies	1/26/2018		38987	1/26/2018	78.59	0.00	0.00	0.00	78.59	78.59
0424 - ICMA RETIREMENT TRUST 457 - 304745						8,211.94	0.00	0.00	0.00	8,211.94	8,211.94
INV0000351	ICMA 457 Deferred Comp	1/5/2018		38787	1/5/2018	3,428.80	0.00	0.00	0.00	3,428.80	3,428.80
INV0000352	ICMA 457 Deferred Comp	1/5/2018		38787	1/5/2018	662.26	0.00	0.00	0.00	662.26	662.26
INV0000375	ICMA 457 Deferred Comp	1/19/2018		38928	1/19/2018	3,428.80	0.00	0.00	0.00	3,428.80	3,428.80
INV0000376	ICMA 457 Deferred Comp	1/19/2018		38928	1/19/2018	692.08	0.00	0.00	0.00	692.08	692.08
1003 - IWORQ SYSTEMS						2,800.00	0.00	0.00	0.00	2,800.00	2,800.00
9815	Feb. 2018-Feb. 2019 ROW Permit Software	1/26/2018		38988	1/26/2018	2,800.00	0.00	0.00	0.00	2,800.00	2,800.00
1326 - JOYCE ZIKER PARKINSON						432.50	0.00	0.00	0.00	432.50	432.50
48995	December Kenmore Village Legal Consultin	1/26/2018	Y	38989	1/26/2018	432.50	0.00	0.00	0.00	432.50	432.50
1357 - KENMORE COMMERCIAL LLC						3,213.25	0.00	0.00	0.00	3,213.25	3,213.25
Feb. 2018	Feb. Incubator Bldg. Lease Payment	1/26/2018	Y	38990	1/26/2018	3,213.25	0.00	0.00	0.00	3,213.25	3,213.25
0913 - KENMORE ELEMENTARY PTA						1,250.00	0.00	0.00	0.00	1,250.00	1,250.00
4th Qtr 2017	4th Qtr Social Svcs Crisis Support	1/26/2018		38991	1/26/2018	1,250.00	0.00	0.00	0.00	1,250.00	1,250.00
0206 - KENMORE MIDDLE SCHOOL						2,463.62	0.00	0.00	0.00	2,463.62	2,463.62
4th Qtr 2017	Human Svcs Grant Funding Qtr 4 2017	1/26/2018		38992	1/26/2018	2,463.62	0.00	0.00	0.00	2,463.62	2,463.62

Vendor History Report										Posting Date Range -	
Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
0219 - KING COUNTY FINANCE						19,027.01	0.00	0.00	0.00	19,027.01	19,027.01
89147-89152	December Road Svcs/Signs/Signals/Banner	1/26/2018		38993	1/26/2018	16,873.45	0.00	0.00	0.00	16,873.45	16,873.45
89222	Dec. Road Svcs/Overlay	1/26/2018		38994	1/26/2018	2,153.56	0.00	0.00	0.00	2,153.56	2,153.56
0212 - KING COUNTY FINANCE W.L.R.D.						7,556.50	0.00	0.00	0.00	7,556.50	7,556.50
KCWLRD-02	Logboom Park/Arrowhead Point Beach Mo	1/26/2018		38995	1/26/2018	7,556.50	0.00	0.00	0.00	7,556.50	7,556.50
1987 - KITSAP CONFERENCE CENTER						124.69	0.00	0.00	0.00	124.69	124.69
Council Retreat	Balance of Retreat Charges	1/26/2018		38996	1/26/2018	124.69	0.00	0.00	0.00	124.69	124.69
0639 - KONICA MINOLTA BUSINESS SOLUTIONS						222.76	0.00	0.00	0.00	222.76	222.76
249508630	12/3/17-1/2/18 Incubator Copy Charges	1/26/2018		38998	1/26/2018	10.02	0.00	0.00	0.00	10.02	10.02
249525306	1/3-2/2/18 Incubator Copy Machine Renta	1/26/2018		38997	1/26/2018	212.74	0.00	0.00	0.00	212.74	212.74
1673 - KPFF CONSULTING ENGINEERS						12,708.04	0.00	0.00	0.00	12,708.04	12,708.04
173085	15-C1484 Nov. Prof. Engineering Svcs	1/26/2018		38999	1/26/2018	12,708.04	0.00	0.00	0.00	12,708.04	12,708.04
1654 - LANGTON SPIETH, LLC						1,000.00	0.00	0.00	0.00	1,000.00	1,000.00
K1-2017	1/1/17-10/25/17 Consulting Services	1/26/2018	Y	39000	1/26/2018	1,000.00	0.00	0.00	0.00	1,000.00	1,000.00
1555 - LINCOLN NATIONAL LIFE INSURANCE						1,034.40	0.00	0.00	0.00	1,034.40	1,034.40
Feb. Adjustments	Adjustments to match Lincoln for new pay	1/19/2018		38929	1/19/2018	17.79	0.00	0.00	0.00	17.79	17.79
INV0000387	Life Ins/ADD & LTD	1/19/2018		38929	1/19/2018	406.99	0.00	0.00	0.00	406.99	406.99
INV0000388	Life Ins/ADD & LTD	1/19/2018		38929	1/19/2018	609.62	0.00	0.00	0.00	609.62	609.62
0267 - MR. T'S TROPHIES						46.09	0.00	0.00	0.00	46.09	46.09
112623	Magnetic Name Tags	1/26/2018		39001	1/26/2018	30.69	0.00	0.00	0.00	30.69	30.69
112624	Council Name Plate	1/26/2018		39001	1/26/2018	15.40	0.00	0.00	0.00	15.40	15.40
0436 - NATIONAL LIFE OF VERMONT						123.17	0.00	0.00	0.00	123.17	123.17
INV0000386	Life Insurance	1/19/2018		38930	1/19/2018	123.17	0.00	0.00	0.00	123.17	123.17
0422 - NATIONWIDE FINANCIAL 401a						25,969.57	0.00	0.00	0.00	25,969.57	25,969.57
INV0000348	City of Kenmore 401a Loan	1/5/2018		38788	1/5/2018	459.87	0.00	0.00	0.00	459.87	459.87
INV0000349	City of Kenmore 401a	1/5/2018		38788	1/5/2018	12,185.49	0.00	0.00	0.00	12,185.49	12,185.49
INV0000372	City of Kenmore 401a Loan	1/19/2018		38931	1/19/2018	459.87	0.00	0.00	0.00	459.87	459.87
INV0000373	City of Kenmore 401a	1/19/2018		38931	1/19/2018	12,864.34	0.00	0.00	0.00	12,864.34	12,864.34
0423 - NATIONWIDE RETIREMENT SOLUTIONS 457						650.00	0.00	0.00	0.00	650.00	650.00
INV0000350	Nationwide 457 Deferred Comp	1/5/2018		38789	1/5/2018	325.00	0.00	0.00	0.00	325.00	325.00
INV0000374	Nationwide 457 Deferred Comp	1/19/2018		38932	1/19/2018	325.00	0.00	0.00	0.00	325.00	325.00
1816 - NAVIA						992.76	0.00	0.00	0.00	992.76	992.76
INV0000363	Employee Flexible Spending Account	1/5/2018		DFT0000111	1/5/2018	496.38	0.00	0.00	0.00	496.38	496.38
INV0000398	Employee Flexible Spending Account	1/19/2018		DFT0000114	1/19/2018	496.38	0.00	0.00	0.00	496.38	496.38
0287 - NORTSHORE SENIOR CENTER						6,250.00	0.00	0.00	0.00	6,250.00	6,250.00
4th Qtr 2017	4th Qtr Kenmore Senior Ctr Human Svcs	1/26/2018		39002	1/26/2018	6,250.00	0.00	0.00	0.00	6,250.00	6,250.00
0288 - NORTSHORE UTILITY DIST						1,395.43	0.00	0.00	0.00	1,395.43	1,395.43
325664 1/15/18	11/15-1/15 68th-73rd/181st ROW Irrigatio	1/26/2018		39003	1/26/2018	69.25	0.00	0.00	0.00	69.25	69.25
35738980 1/15/18	11/15-1/15 City Hall Irrigation	1/26/2018		39003	1/26/2018	138.50	0.00	0.00	0.00	138.50	138.50
43105135 1/15/18	11/15-1/15 City Hall Water & Sewer	1/26/2018		39003	1/26/2018	528.13	0.00	0.00	0.00	528.13	528.13

Vendor History Report

Posting Date Range -

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
43523749 1/15/18	11/15-1/15 68th/SR522 ROW Irrigation	1/26/2018		39003	1/26/2018	69.25	0.00	0.00	0.00	69.25	69.25
43523886 1/15/18	11/15-1/15 83rd/SR522 ROW Irrigation	1/26/2018		39003	1/26/2018	65.79	0.00	0.00	0.00	65.79	65.79
43659252 1/15/18	11/15-1/15 73rd/192nd Water Fill Station	1/26/2018		39003	1/26/2018	10.90	0.00	0.00	0.00	10.90	10.90
43978895 1/15/18	11/15-1/15 Northshore Summit Park Irriga	1/26/2018		39003	1/26/2018	27.70	0.00	0.00	0.00	27.70	27.70
43980366 1/15/18	11/15-1/15 67th/181st ROW Irrigation	1/26/2018		39003	1/26/2018	27.70	0.00	0.00	0.00	27.70	27.70
44178960 1/15/18	11/15-1/15 Hangar Bldg. Water & Sewer	1/26/2018		39003	1/26/2018	388.96	0.00	0.00	0.00	388.96	388.96
48693597 1/15/18	11/15-1/15 Town Square Irrigation	1/26/2018		39003	1/26/2018	69.25	0.00	0.00	0.00	69.25	69.25
0290 - NORTHSHORE YOUTH & FAMILY SERVICES						4,000.00	0.00	0.00	0.00	4,000.00	4,000.00
4th Qtr 2017	4th Qtr 2017 Subsidized Family Svcs	1/26/2018		39004	1/26/2018	4,000.00	0.00	0.00	0.00	4,000.00	4,000.00
1731 - NORTHWEST ARBORICULTURE LLC						1,990.15	0.00	0.00	0.00	1,990.15	1,990.15
8125	Tree Work @ Logboom Park	1/26/2018	Y	39005	1/26/2018	1,278.35	0.00	0.00	0.00	1,278.35	1,278.35
8145	Tree Pruning	1/26/2018	Y	39005	1/26/2018	195.91	0.00	0.00	0.00	195.91	195.91
8167	Moorlands Park Pruning/Tree Limb Remov	1/26/2018	Y	39005	1/26/2018	515.89	0.00	0.00	0.00	515.89	515.89
0300 - OFFICE DEPOT						342.53	0.00	0.00	0.00	342.53	342.53
995832026001	Office Supplies/Stamps	1/26/2018		39007	1/26/2018	131.97	0.00	0.00	0.00	131.97	131.97
995832200001	Office Supplies	1/26/2018		39006	1/26/2018	210.56	0.00	0.00	0.00	210.56	210.56
1222 - OLSON BROTHERS PRO-VAC						18,823.65	0.00	0.00	0.00	18,823.65	18,823.65
171117-021	Facility Maintenance/Catch Basin Work	1/26/2018	Y	39008	1/26/2018	9,226.15	0.00	0.00	0.00	9,226.15	9,226.15
180103-045	Facility Maintenance/Repair Work	1/26/2018	Y	39009	1/26/2018	9,597.50	0.00	0.00	0.00	9,597.50	9,597.50
1403 - OSBORN CONSULTING INC.						47,531.38	0.00	0.00	0.00	47,531.38	47,531.38
3708-3709	12-C1081 Oct. On-Call Consulting Svcs	1/26/2018		39010	1/26/2018	33,352.83	0.00	0.00	0.00	33,352.83	33,352.83
3741-3742	12-C1081 Nov. On-Call Consulting Svcs	1/26/2018		39011	1/26/2018	9,536.76	0.00	0.00	0.00	9,536.76	9,536.76
3772-3773	12-C1081 Dec. On-Call Consulting Svcs	1/26/2018		39012	1/26/2018	4,641.79	0.00	0.00	0.00	4,641.79	4,641.79
1114 - PHSI PURE HEALTH SOLUTIONS INC.						101.09	0.00	0.00	0.00	101.09	101.09
8043913	City Hall Filtered Water Systems	1/26/2018		39013	1/26/2018	101.09	0.00	0.00	0.00	101.09	101.09
0327 - PUGET SOUND CLEAN AIR AGENCY						18,341.00	0.00	0.00	0.00	18,341.00	18,341.00
18-0505	2018 Clean Air Assessment Dues	1/26/2018		39014	1/26/2018	18,341.00	0.00	0.00	0.00	18,341.00	18,341.00
0328 - PUGET SOUND ENERGY						5,825.32	0.00	0.00	0.00	5,825.32	5,825.32
200000304085 1/16/18	12/13-1/12 15252 Simonds Flashing Cross	1/26/2018		39015	1/26/2018	10.55	0.00	0.00	0.00	10.55	10.55
200000689758 1/16/18	12/13-1/12 15000 84th School Zone Signs	1/26/2018		39015	1/26/2018	21.30	0.00	0.00	0.00	21.30	21.30
200004288409 1/16/18	12/13-1/12 City Hall Gas Charges	1/26/2018		39015	1/26/2018	1,256.13	0.00	0.00	0.00	1,256.13	1,256.13
200009550464 1/16/18	12/13-1/12 Inglemoor Traffic Signal	1/26/2018		39015	1/26/2018	102.17	0.00	0.00	0.00	102.17	102.17
200013754698 1/16/18	12/13-1/12 19016 73rd School Zone Signs	1/26/2018		39015	1/26/2018	10.55	0.00	0.00	0.00	10.55	10.55
200017818853 1/16/18	12/13-1/12 Incubator Bldg. Gas & Electric	1/26/2018		39015	1/26/2018	611.90	0.00	0.00	0.00	611.90	611.90
200017836558 1/16/18	12/13-1/12 Log Boom Park Restroom	1/26/2018		39015	1/26/2018	156.88	0.00	0.00	0.00	156.88	156.88
200017836699 1/16/18	12/13-1/12 14500 Juanita Traffic Signal	1/26/2018		39015	1/26/2018	62.11	0.00	0.00	0.00	62.11	62.11
200017836939 1/16/18	12/13-1/12 61st/181st Traffic Signal	1/26/2018		39015	1/26/2018	65.99	0.00	0.00	0.00	65.99	65.99
200017837366 1/16/18	12/13-1/12 7125 170th Radar Sign	1/26/2018		39015	1/26/2018	10.55	0.00	0.00	0.00	10.55	10.55
200018526406 1/16/18	12/13-1/12 14944 Juanita School Zone	1/26/2018		39015	1/26/2018	21.10	0.00	0.00	0.00	21.10	21.10
200021066606 1/16/18	12/13-1/12 18060 68th Traffic Signal	1/26/2018		39015	1/26/2018	128.74	0.00	0.00	0.00	128.74	128.74
200021066978 1/16/18	12/13-1/12 18048 68th Tree Receptacles	1/26/2018		39015	1/26/2018	45.08	0.00	0.00	0.00	45.08	45.08

Vendor History Report

Posting Date Range -

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
200021067182 1/16/18	12/13-1/12 6744 Bthl Wy Tree Receptacles	1/26/2018		39015	1/26/2018	41.47	0.00	0.00	0.00	41.47	41.47
200021067539 1/16/18	12/13-1/12 7016 Bthl Wy Tree Receptacles	1/26/2018		39015	1/26/2018	26.82	0.00	0.00	0.00	26.82	26.82
200021067778 1/16/18	12/13-1/13 18120 68th Tree Illumination	1/26/2018		39015	1/26/2018	27.27	0.00	0.00	0.00	27.27	27.27
200021067943 1/16/18	12/13-1/12 7232 Bthl Wy Tree Receptacles	1/26/2018		39015	1/26/2018	10.55	0.00	0.00	0.00	10.55	10.55
200021068362 1/16/18	12/13-1/12 7211 181st Traffic Signal	1/26/2018		39015	1/26/2018	135.02	0.00	0.00	0.00	135.02	135.02
200021495615 1/16/18	12/13-1/12 16450 Juanita Radar Sign	1/26/2018		39015	1/26/2018	11.39	0.00	0.00	0.00	11.39	11.39
200021495813 1/16/18	12/13-1/12 16644 Simonds Radar Sign	1/26/2018		39015	1/26/2018	10.87	0.00	0.00	0.00	10.87	10.87
200021496068 1/16/18	12/13-1/12 18906 61st Radar Sign	1/26/2018		39015	1/26/2018	10.87	0.00	0.00	0.00	10.87	10.87
200021496498 1/16/18	12/13-1/12 6656 Arrowhead Radar Sign	1/26/2018		39015	1/26/2018	10.55	0.00	0.00	0.00	10.55	10.55
200021496639 1/16/18	12/13-1/12 7504 155th Radar Sign	1/26/2018		39015	1/26/2018	10.65	0.00	0.00	0.00	10.65	10.65
200021497090 1/16/18	12/13-1/12 6625 Arrowhead Radar Sign	1/26/2018		39015	1/26/2018	10.55	0.00	0.00	0.00	10.55	10.55
220003349432 1/16/18	12/13-1/12 17151 68th Boat Launch Restr	1/26/2018		39015	1/26/2018	16.82	0.00	0.00	0.00	16.82	16.82
220004075192 1/16/18	12/13-1/12 Squire's Landing	1/26/2018		39015	1/26/2018	233.63	0.00	0.00	0.00	233.63	233.63
220010179418 1/16/18	12/13-1/12 18149 68th Street Lights	1/26/2018		39015	1/26/2018	138.37	0.00	0.00	0.00	138.37	138.37
220010612483 1/16/18	12/13-1/12 6434 Bthl Way Street Lights	1/26/2018		39015	1/26/2018	12.63	0.00	0.00	0.00	12.63	12.63
220010615833 1/16/18	12/13-1/12 6270 Bthl Wy Street Lights	1/26/2018		39015	1/26/2018	13.70	0.00	0.00	0.00	13.70	13.70
220010616203 1/16/18	12/13-1/12 6016 Bthl Wy Street Lights	1/26/2018		39015	1/26/2018	13.70	0.00	0.00	0.00	13.70	13.70
220011704081 1/16/18	12/13-1/12 Town Square/Hangar Electricit	1/26/2018		39015	1/26/2018	905.53	0.00	0.00	0.00	905.53	905.53
220012369330 1/16/18	12/13-1/12 6970 181st Street Lights	1/26/2018		39015	1/26/2018	36.91	0.00	0.00	0.00	36.91	36.91
220014319705 1/16/18	12-13-1/12 Town Square/Hangar Gas	1/26/2018		39015	1/26/2018	314.28	0.00	0.00	0.00	314.28	314.28
220015422789 1/16/18	12/13-1/12 Moorlands Park	1/26/2018		39015	1/26/2018	19.89	0.00	0.00	0.00	19.89	19.89
300000001572 1/18/18	12/13-1/12 Rhododendron Park Electricity	1/26/2018		39015	1/26/2018	605.87	0.00	0.00	0.00	605.87	605.87
400001745779 1/9/18	Moorlands Electrical Svcs/Restroom/Irrigat	1/26/2018		39015	1/26/2018	694.38	0.00	0.00	0.00	694.38	694.38
500021495920 1/16/18	12/13-1/12 19030 61st Radar Sign	1/26/2018		39015	1/26/2018	10.55	0.00	0.00	0.00	10.55	10.55
0329 - PUGET SOUND FINANCE OFFICERS ASSOC						50.00	0.00	0.00	0.00	50.00	50.00
2018 Dues	2018 Membership Renewal	1/26/2018		39018	1/26/2018	50.00	0.00	0.00	0.00	50.00	50.00
0781 - QUALITY BUSINESS SYSTEMS INC.						675.53	0.00	0.00	0.00	675.53	675.53
5004518045	1/5-2/4 Lease Payment for 1st Floor Copier	1/26/2018		39019	1/26/2018	675.53	0.00	0.00	0.00	675.53	675.53
1719 - SALTER, JON						664.65	0.00	0.00	0.00	664.65	664.65
01/13/18	Travel Expense Gas/Parking/Baggage	1/26/2018		39020	1/26/2018	333.50	0.00	0.00	0.00	333.50	333.50
1/7-1/13/18	Advance Travel for Jon Salter/Police Trainin	12/31/2017		38792	1/4/2018	331.15	0.00	0.00	0.00	331.15	331.15
0345 - SEATTLE TIMES						614.12	0.00	0.00	0.00	614.12	614.12
Trans #783697	1/5 SEPA Notice for Bruce & Merrill Howe	1/26/2018		39021	1/26/2018	444.64	0.00	0.00	0.00	444.64	444.64
Trans #786567	1/11 Notice of Application for KC Metro Tr	1/26/2018		39022	1/26/2018	169.48	0.00	0.00	0.00	169.48	169.48
1690 - SITTS & HILL ENGINEERS, INC.						3,535.00	0.00	0.00	0.00	3,535.00	3,535.00
16484-17	15-C1454 Squire's Landing Svcs through 1/	1/26/2018	Y	39024	1/26/2018	770.00	0.00	0.00	0.00	770.00	770.00
16485-13	Rhododendron Park Prof. Svcs through 1/1	1/26/2018	Y	39023	1/26/2018	2,765.00	0.00	0.00	0.00	2,765.00	2,765.00
0359 - SOUND CITIES ASSOC						14,364.00	0.00	0.00	0.00	14,364.00	14,364.00
2738	2018 Dues	1/26/2018		39025	1/26/2018	14,364.00	0.00	0.00	0.00	14,364.00	14,364.00
0355 - STAPLES ADVANTAGE						500.42	0.00	0.00	0.00	500.42	500.42
3365836456	Trash Can Liners	1/26/2018		39028	1/26/2018	59.05	0.00	0.00	0.00	59.05	59.05
3365836457	Trash Can Liners	1/26/2018		39026	1/26/2018	166.74	0.00	0.00	0.00	166.74	166.74

Vendor History Report											Posting Date Range -	
Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment	
3365836458 1/19/18	Parks Maintenance Supplies	1/26/2018		39027	1/26/2018	274.63	0.00	0.00	0.00	274.63	274.63	
0356 - STATE AUDITOR'S OFFICE						673.20	0.00	0.00	0.00	673.20	673.20	
L123472	December Audit Services	1/26/2018		39029	1/26/2018	673.20	0.00	0.00	0.00	673.20	673.20	
1215 - STATE OF FLORIDA DISBURSEMENT UNIT						550.00	0.00	0.00	0.00	550.00	550.00	
INV0000354	Employee Deduction	1/5/2018		38790	1/5/2018	275.00	0.00	0.00	0.00	275.00	275.00	
INV0000380	Employee Deduction	1/19/2018		38933	1/19/2018	275.00	0.00	0.00	0.00	275.00	275.00	
0357 - STEWART MACNICHOLS HARMELL, INC.						5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	
December, 2017	December Public Defender Services	1/26/2018	Y	39030	1/26/2018	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	
1657 - STEWART TITLE COMPANY						5,716.70	0.00	0.00	0.00	5,716.70	5,716.70	
54034	6700 NE 182nd 68th Ave Ped/Bike Design	1/26/2018		39031	1/26/2018	5,716.70	0.00	0.00	0.00	5,716.70	5,716.70	
1131 - SUSSMAN/PREJZA & CO, INC						1,350.00	0.00	0.00	0.00	1,350.00	1,350.00	
7870	Banner Design/Layout	1/26/2018		39032	1/26/2018	1,350.00	0.00	0.00	0.00	1,350.00	1,350.00	
1734 - TOP TO BOTTOM JANITORIAL, INC.						5,024.00	0.00	0.00	0.00	5,024.00	5,024.00	
17-395	January City Hall Janitorial Service	1/26/2018		39033	1/26/2018	3,500.00	0.00	0.00	0.00	3,500.00	3,500.00	
17-409	December Hangar Bldg. Janitorial Svc	1/26/2018		39034	1/26/2018	1,524.00	0.00	0.00	0.00	1,524.00	1,524.00	
0365 - TOTAL LANDSCAPE CORP						5,025.45	0.00	0.00	0.00	5,025.45	5,025.45	
70841	January City Hall & Parks Lanscaping	1/26/2018		39035	1/26/2018	5,025.45	0.00	0.00	0.00	5,025.45	5,025.45	
1932 - U.S. BANK N.A. - CUSTODY						156.00	0.00	0.00	0.00	156.00	156.00	
10/1-12/31/17	4th Quarter Bank Fees	1/26/2018		39036	1/26/2018	156.00	0.00	0.00	0.00	156.00	156.00	
0434 - UNITED WAY OF KING COUNTY						149.22	0.00	0.00	0.00	149.22	149.22	
INV0000362	Employee Charitable Contribution	1/5/2018		38791	1/5/2018	74.61	0.00	0.00	0.00	74.61	74.61	
INV0000396	Employee Charitable Contribution	1/19/2018		38934	1/19/2018	74.61	0.00	0.00	0.00	74.61	74.61	
1437 - VOLGISTICS, INC						540.00	0.00	0.00	0.00	540.00	540.00	
70390188	12 Month Volunteer Tracking Software Rer	1/26/2018		39037	1/26/2018	540.00	0.00	0.00	0.00	540.00	540.00	
0387 - WA CITIES INSURANCE AUTHORITY						274,278.00	0.00	0.00	0.00	274,278.00	274,278.00	
18051	2018 Liability &/or Program Assessment	1/26/2018		39038	1/26/2018	274,278.00	0.00	0.00	0.00	274,278.00	274,278.00	
1989 - WA TRAFFIC SAFETY COMMISSION						103.49	0.00	0.00	0.00	103.49	103.49	
#712517322	2018 Traffic Safety Conf./Brett Schock	1/26/2018		39039	1/26/2018	103.49	0.00	0.00	0.00	103.49	103.49	
1960 - WALTER E. NELSON CO.						368.18	0.00	0.00	0.00	368.18	368.18	
631858	Mat for Hangar Bldg.	1/26/2018		39040	1/26/2018	184.09	0.00	0.00	0.00	184.09	184.09	
632283	Mat for Hangar Building	1/26/2018		39040	1/26/2018	184.09	0.00	0.00	0.00	184.09	184.09	
0389 - WASHINGTON CITY/COUNTY MGMT ASSOC						630.00	0.00	0.00	0.00	630.00	630.00	
2018 #89329749	2018 Dues - Rob Karlinsey	1/26/2018		39041	1/26/2018	315.00	0.00	0.00	0.00	315.00	315.00	
2018 #91150468	2018 Dues - Nancy Ousley	1/26/2018		39042	1/26/2018	315.00	0.00	0.00	0.00	315.00	315.00	
1152 - WASHINGTON ENERGY SERVICES CO. LLC						36.75	0.00	0.00	0.00	36.75	36.75	
MEC17-0974	Refund Cancelled Permit	1/26/2018		39043	1/26/2018	36.75	0.00	0.00	0.00	36.75	36.75	
1991 - WASHINGTON STATE TREASURER						6,570.28	0.00	0.00	0.00	6,570.28	6,570.28	
2017-008-8700	Summer Concert State Park Rental	1/26/2018		39044	1/26/2018	6,570.28	0.00	0.00	0.00	6,570.28	6,570.28	

XI. B. The following checks and electronic payments are approved for pay...

Vendor History Report

										Posting Date Range -	
Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
1889 - WILLIAMS, KASTNER & GIBBS PLLC						848.67	0.00	0.00	0.00	848.67	848.67
564637	17-C1736 Attorney Services - El-Sharaway	1/26/2018	Y	39045	1/26/2018	848.67	0.00	0.00	0.00	848.67	848.67
0937 - ZUMAR						232.58	0.00	0.00	0.00	232.58	232.58
1422	Signs for SR522	1/26/2018		39046	1/26/2018	232.58	0.00	0.00	0.00	232.58	232.58
Vendors: (98) Total 01 - Vendor Set 01:						729,195.15	0.00	0.00	0.00	729,195.15	729,195.15
Vendors: (98) Report Total:						729,195.15	0.00	0.00	0.00	729,195.15	729,195.15

**City of Kenmore, Washington
City Council Special Meeting Minutes
January 16, 2018**

CALL SPECIAL MEETING TO ORDER — The Kenmore City Council meeting was called to order by Mayor Baker at 7:00 p.m.

Councilmembers present:

Mayor David Baker
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Stacey Denuski
Councilmember Brent Smith

Staff present:

Rob Karlinsey, City Manager
Debbie Bent, Community Development Director
Lauri Anderson, Senior Planner
Rod Kaseguma, City Attorney
Kelly Chelin, City Clerk

SWEARING IN OF COUNCILMEMBERS

The Honorable Lisa L. Atkinson, Tulalip Tribal Court Judge, was present to swear in Councilmember Joe Marshall. Representative Gerry Pollet, 46th Legislative District, was present to swear in Councilmember Nigel Herbig and Councilmember Debra Srebnik.

FLAG SALUTE

The Council led the flag salute.

ELECTION OF MAYOR AND DEPUTY MAYOR

MOTION: Councilmember Denuski nominated David Baker for the position of Mayor.

There were no other nominations.

David Baker was reelected to the position of Mayor with a unanimous vote.

MOTION: Mayor Baker nominated Nigel Herbig for the position of Deputy Mayor.

There were no other nominations.

Nigel Herbig was elected to the position of Deputy Mayor with a unanimous vote.

AGENDA APPROVAL

The agenda was approved as submitted.

Before citizen comments, Community Development Director Bent gave an overview on the topic of the mobile home parks. Director Bent explained that there will be a meeting on January 30 at 7:00 p.m. to hear from the homeowners/residents. The Planning Commission hasn't made any decisions; it is very early in the process. There will be a further update given later in the agenda.

CITIZEN COMMENTS

Stacey Valenzuela
7031 NE 175th Street #8
Kenmore, Washington 98028

Ms. Valenzuela stated that she is concerned about her mobile home. She appreciates the City putting the moratorium in place.

John Hendrickson
5919 NE 202nd Lane
Kenmore, Washington 98028

Mr. Hendrickson spoke to the process for the new ballfields at St. Edwards. He stated that he thought the Council had a dysfunctional process.

John Krumweide
7301 NE 175th Street NE
Kenmore, Washington 98028

Mr. Krumweide stated that his mobile home cannot be moved. If the park gets sold, he would be on the street.

CONSENT AGENDA

Mayor Baker asked that Resolution 18-306 Adopting the Amendment to the City of Kenmore's 2018 Fee Schedule be pulled from the consent agenda.

MOTION: Councilmember Denuski made a motion to approve the consent agenda, Mayor Baker seconded the motion. The motion passed unanimously.

The consent agenda included the following:

The Following Checks and Electronic Payments are Approved for Payment:

Total Check #38679 through #38782 in the amount of \$614,690.95.

Total Payroll/Taxes/Flexible Spending & Health Savings Account Electronic Deposits Dated 12/22/2017 in the amount of \$96,145.58.

Ordinance 18-0454 Amending Title 18 of the Kenmore Municipal Code Regarding the Neighborhood Business and Community Business Zoning Districts and Related Zoning Code Sections

Authorize the City Manager to Increase the Contract Authority with Jacobs Engineering to \$2,776,149 to Complete the Design and Right of Way Acquisition for the West Sammamish River Bridge

Resolution 18-304 Granting Final Plat Approval for Plat of Northshore Ridge

Authorize the City Manager to Accept \$6.9 Million of Transportation Improvement Board Funding for the West Sammamish River Bridge Replacement Project

Resolution 18-305 Ratifying the Amended and Restated Interlocal Agreement Establishing the ECity Gov Alliance

ITEM PULLED FROM THE CONSENT AGENDA:

Resolution 18-306 Adopting the Amendment to the City of Kenmore's 2018 Fee Schedule

Mayor Baker stated that there was one inconsistency in the fees that needs to be fixed. The fee for an appeal is stated as \$126 in one place and \$125 in another.

MOTION: Councilmember Denuski made a motion to approve Resolution 18-306 Adopting the Amendment to the City of Kenmore's 2018 Fee Schedule with the inconsistency changed, Mayor Baker seconded the motion. The motion passed unanimously.

BUSINESS AGENDA

Mobile Home Park Update and Check-In - Debbie Bent, Community Development Director and Lauri Anderson, Senior Planner

Staff explained that in 2017, the City Council assigned to the Planning Commission consideration of the highest priority strategy from the Housing Strategy Plan: "consider strategies for preserving existing affordable housing." The focus of this discussion has been the City's existing mobile home parks (MHPs). The City's Comprehensive Plan recognizes that the City is one of the few communities in east King County with any significant number of mobile and manufactured homes (approximately 250 in six parks), that overall availability of mobile and manufactured housing has been decreasing in King County as parks are redeveloped with other uses, and that mobile and manufactured housing has offered a relatively affordable form of unsubsidized single-family housing and is being replaced with more expensive housing—typically multifamily.

A recommendation from the Planning Commission to the City Council is expected this spring. In the meantime, the City Council adopted a moratorium on redevelopment of the mobile home parks (Ordinance 17-0453) until May 11, 2018 to allow time for consideration and discussion of the issues.

The Planning Commission has scheduled two meetings in January to hear from the public about this topic. On Tuesday, January 23, the Commission will hold a roundtable discussion with MHP property owners. Several of the owners have been attending meetings and providing feedback, but this will be a more informal opportunity to discuss concerns and alternatives.

On Tuesday January 30, the Commission will meet with homeowners/residents from the parks. The homeowners have been contacted by AMHO (the Association of Manufactured Home Owners) and an organizing meeting conducted by AMHO on January 9 at the Northshore Fire

District had more than 100 attendees. It is anticipated that the January 30 meeting will have a large public turnout.

As the Council may hear from attendees at these meetings, staff thought it would be useful to provide some background information on the process to date and the scenarios presently under discussion by the Planning Commission.

Background

The Planning Commission has been reviewing background information about Kenmore's MHPs since October. A great deal of information has been gathered and more will be obtained from the MHP property owners the week of January 16 when staff is meeting with each owner/representative.

Early on in the Planning Commission's discussions, Commissioners expressed concern that efforts to protect existing affordable housing in the mobile home parks (MHPs) could restrict new housing supply (by limiting redevelopment) and that this loss of new housing units should be mitigated.

At their meeting on December 5, the Commission discussed 6 strategies that might result in "no net loss" of either affordability or new density. Of those 6 scenarios (including the idea of a manufactured housing community overlay as used in Bothell and described in the Housing Strategy Plan), the Planning Commission was particularly interested in only two:

Scenario 1: (a) Control redevelopment of the MHP properties by making MHPs a permitted use in the relevant zone and limiting other permitted land uses. (b) Allow for a transfer of development rights (TDR) from a MHP property to another location in exchange for preserving the existing housing in the MHP. In this scenario, the property owner could sell the "lost" density to someone wishing to build a project at a higher density on a different site.

Scenario 2: (a) Rezone the MHP properties for greater density and require new development to include affordable housing to replace the units lost in the existing MHP. (b) Provide a relocation program with relocation assistance and/or a "right of first opportunity to rent" (if legal) to move existing homeowners into the new dwelling units. Also allow homeowners a first "right to buy" the park before redevelopment (if legal).

These two scenarios are the primary focus of the upcoming public meetings. Staff will be checking with the City Attorney about legal issues.

The Planning Commission has acknowledged that it may be appropriate to treat the six MHPs differently, based on their development potential and unique characteristics.

After the public meetings in January, it is anticipated that the Planning Commission will settle on a final proposal(s) and direct staff to outline the parameters of that proposal prior to forwarding their recommendation to the City Council. As with other components of the Housing Strategy Plan, consideration of direct financial assistance related to the MHPs (for example, provision of relocation assistance, purchase of development rights, or purchase of the MHPs, themselves) is reserved for the City Council.

Staff and Council engaged in a discussion. This item will be tentatively scheduled for another discussion with the Council in March.

Review and Appoint Council Committees – City Council

Council discussed the committees on the list and made edits.

STAFF REPORT

City Manager Karlinsey welcomed the new Councilmembers. He reviewed the upcoming Council dates with the Council. He also reminded that there will be a Walkways and Waterways open house on January 25.

COUNCIL REPORTS

Councilmember Smith welcomed the new Councilmembers.

Councilmember Marshall thanked all his supporters and stated that he is looking forward to being on the Council.

Councilmember Curtis stated that he thought the retreat was a success.

Councilmember Srebnik also reported that she thought the retreat was great.

Councilmember Denuski and Mayor Baker echoed the comments about the retreat.

Mayor Baker reminded Council that the Northshore School District is coming to the January 29, 2018 Council meeting. He asked the Council if they would like to consider a resolution that would endorse the resolution. The Council agreed to consider a resolution at that meeting. He also reminded Council that there will be a public meeting on Thursday to discuss an existing nonconformance (Automotive Repair business) at Arrowhead Point. Lastly, the Mayor stated he will attend the Guesthouse Restaurant for breakfast tomorrow morning. He will be the very first customer.

ADJOURNMENT

Mayor Baker adjourned the meeting at 8:12 p.m.

David Baker, Mayor

ATTEST:

Kelly M. Chelin, City Clerk



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Third Amendment to Contract No. 12-CI083 between Kenmore Commercial, LLC and the City of Kenmore for Kenmore Business Incubator Lease Agreement Proposed Council Action/Motion: Motion to Approve Third Amendment to Contract No. 12-CI083	For Council Meeting Agenda of: 12 February 2018 Department: Executive Prepared by: Nancy Ousley, Assistant City Manager <u>Initial & Date</u> Approved by Department Head: <u>NKO 31 Jan 2018</u> Approved by City Attorney: _____ Approved by Finance Director: <u>Jan 11/31/18</u> Approved by City Manager: <u>POK</u> Exhibits/Attachments: 1. Third Amendment 2. Contract No. 12-CI083 as amended
<u>INFORMATION/BACKGROUND:</u> The City of Kenmore leases commercial space in downtown Kenmore for the Kenmore Business Incubator, and the proposed amendment incorporates a 3% increase to the base rent to equal \$2692.16 per month for 2018. The lease with Kenmore Commercial, LLC has been in place since 2012 and has been amended twice for term extension and/or lease rate adjustment. The current term expires December 31, 2018, coinciding with the biennial budget. The space continues to function well for the Incubator companies and associated consultation meetings with Incubator clients, and is currently at capacity for in-house companies. The Third Amendment is presented for Council approval because of the total amount of the contract 2012-2018.	
<u>FISCAL CONSIDERATION:</u> The 2017-2018 Budget for the program can accommodate the proposed increase.	
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Council Goal: Economic Development/Attract new businesses and support existing businesses	

ATTACHMENT

1

**City of Kenmore Contract No. 12-C1083
THIRD AMENDMENT TO LEASE AGREEMENT**

THIS THIRD AMENDMENT TO LEASE AGREEMENT ("Amendment") effective January 1, 2018, is by and between KENMORE COMMERCIAL, LLC, a Washington limited liability company, as Landlord, and CITY OF KENMORE, a Washington municipal corporation, as Tenant.

RECITALS:

A. Pursuant to Lease Agreement effective December 3, 2012 (the "Lease"), Landlord leased to Tenant that approximately 3,000 square foot space commonly referred to as Building A, Suite B, 7204 NE 175th Street, Kenmore, Washington (the "Premises"). The Premises are located on the real property legally described on Exhibit A hereto.

B. The term of the Lease was thirty-six (36) months, commencing January 1, 2013 and terminating December 31, 2015.

C. Pursuant to First Amendment to Lease Agreement dated July 8, 2015 (the "First Amendment"), the term of the Lease was extended by a period of twelve (12) months, commencing January 1, 2016 and terminating December 31, 2016.

D. Pursuant to Second Amendment to Lease effective December 30, 2016 (the "Second Amendment") the term of the Lease was further extended for a period of twelve (12) additional months.

E. Tenant desires that Landlord perform certain improvements to the Premises, and Landlord is willing to accommodate Tenant's requests, subject to and in accordance with the terms of this Amendment.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. Improvements to Premises. Landlord agrees, at a time mutually convenient for Landlord and Tenant, but in no event later than April 1, 2018, to repaint, as reasonably necessary, the interior walls of the Premises.

2. Base Rent. In consideration of Landlord's agreements set forth hereinabove, Tenant's obligation for Base Rent for the period commencing January 1, 2018 and terminating December 31, 2018 (the "Sixth Lease Year") shall increase from \$2,613.75 per month to the sum of Two Thousand Six Hundred Ninety- Two and 16/100 Dollars (\$2692.16) per month.

3. Recitals; Capitalized Terms. The Recitals shall be deemed a part of this Amendment. Unless otherwise defined herein, capitalized terms in this Amendment shall have the meanings assigned to them in the Lease.

4. No Other Modifications. Except as expressly set forth herein, the parties' Lease, as previously amended, shall be unmodified and shall continue in full force and effect.

5. Counterparts. This Amendment may be executed in multiple counterparts, all of which, when taken together, shall constitute one agreement.

IN WITNESS WHEREOF, the parties have executed this Amendment.

LANDLORD:

Kenmore Commercial, LLC,
a Washington limited liability company

By _____
Mobeen Butte, its Member

Date: _____

TENANT:

City of Kenmore,
a Washington municipal corporation

By _____
Rob Karlinsey, its City Manager

Date: _____

STATE OF WASHINGTON)
)ss.
COUNTY OF KING)

I CERTIFY that I know or have satisfactory evidence that **Mobeen Butte** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute this instrument and acknowledged it as Member of **Kenmore Commercial, LLC**, a Washington limited liability company, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

(Print name)
NOTARY PUBLIC in and for the
State of Washington, residing at

My appointment expires: _____

STATE OF WASHINGTON)
)ss.
COUNTY OF KING)

I CERTIFY that I know or have satisfactory evidence that **Rob Karlinsey** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute this instrument and acknowledged it as the City Manager of the **City of Kenmore**, a Washington municipal corporation, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

(Print name)
NOTARY PUBLIC in and for the
State of Washington, residing at

My appointment expires: _____

EXHIBIT A

LEGAL DESCRIPTION

Lot 2, Ptn. Lot 1, Lakewood Villa Tracts
Situate in the County of King, State of Washington.

**Contract No. 12-C1083
SECOND AMENDMENT TO LEASE AGREEMENT**

THIS SECOND AMENDMENT TO LEASE AGREEMENT ("Amendment") effective December 30, 2016, is by and between KENMORE COMMERCIAL, LLC, a Washington limited liability company, as Landlord, and CITY OF KENMORE, a Washington municipal corporation, as Tenant.

RECITALS:

A. Pursuant to Lease Agreement effective December 3, 2012 (the "Lease"), Landlord leased to Tenant that approximately 3,000 square foot space commonly referred to as Building A, Suite B, 7204 NE 175th Street, Kenmore, Washington (the "Premises"). The Premises are located on the real property legally described on Exhibit A hereto;

B. The term of the Lease was thirty-six (36) months, commencing January 1, 2013 and terminating December 31, 2015.

C. Pursuant to First Amendment to Lease Agreement dated July 8, 2015 (the "First Amendment"), the term of the Lease was extended by a period of twelve (12) months, commencing January 1, 2016 and terminating December 31, 2016.

D. Tenant has caused to be installed, at Tenant's cost, fiber improvements for high speed internet service to the Premises, which fiber improvements have added value to the Premises;

E. The parties desire to extend the Lease term by twenty-four (24) additional months, and otherwise to amend the Lease as set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. Extension of Term. The term of the Lease shall be extended by twenty-four (24) months, commencing January 1, 2017 and terminating December 31, 2018 (the "Fifth Lease Year" and "Sixth Lease Year").

2. Base Rent. In consideration for the fiber improvements to the Premises, Tenant's obligation for Base Rent during the Fifth Lease Year and Sixth Lease Year shall continue to be Two Thousand Six Hundred Thirteen and 75/100 Dollars (\$2,613.75) per month.

3. Operating Expenses. The third and fourth sentences of Paragraph 7.b of the Lease, "PAYMENT: TRIPLE NET," as amended by Paragraph 3 of the First Amendment, shall be replaced with the following provisions:

In no event will the amount of Tenant's Pro Rata Share of Operating Costs (excluding taxes, insurance premiums and common area utility costs) increase by

more than three percent (3%) (the "cap") during each of months 13 – 24 (the "Second Lease Year"), months 25 – 36 (the "Third Lease Year") months 37 – 48 (the "Fourth Lease Year"), months 49 – 60 (the "Fifth Lease Year"), or months 61 – 72 (the "Sixth Lease Year") of the Lease term. Landlord shall also provide Tenant, as soon as possible following the beginning of each of Lease Year of the term, a good faith estimate of Tenant's annual Pro Rata share of Operating Costs for such Lease Year.

4. Recitals; Capitalized Terms. The Recitals shall be deemed a part of this Amendment. Except as otherwise defined herein, capitalized terms in this Amendment shall have the meanings assigned to them in the Lease.

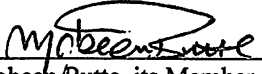
5. No Other Modifications. Except as expressly set forth herein, the parties' Lease shall be unmodified and shall continue in full force and effect.

6. Counterparts. This Amendment may be executed in multiple counterparts, all of which, when taken together, shall constitute one agreement.

IN WITNESS WHEREOF, the parties have executed this Amendment.

LANDLORD:

Kenmore Commercial, LLC,
a Washington limited liability company

By 
Mobeen Butte, its Member

Date: 1-24-17

TENANT:

City of Kenmore,
a Washington municipal corporation

By 
Rob Karlinsey, its City Manager

Date: 1-24-17

EXHIBIT A

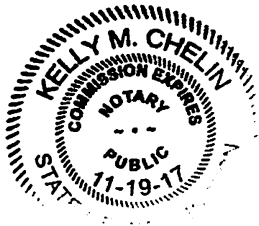
LEGAL DESCRIPTION

Lot 2, Ptn. Lot 1, Lakewood Villa Tracts
Situate in the County of King, State of Washington.

STATE OF WASHINGTON)
)ss.
 COUNTY OF KING)

I CERTIFY that I know or have satisfactory evidence that **Mobeen Butte** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute this instrument and acknowledged it as Member of **Kenmore Commercial, LLC**, a Washington limited liability company, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: January 24 2017



Kelly M. Chelin
 (Print name)

NOTARY PUBLIC in and for the
 State of Washington, residing at
Beverly, WA

My appointment expires: 11-19-17

STATE OF WASHINGTON)
)ss.
 COUNTY OF KING)

I CERTIFY that I know or have satisfactory evidence that **Rob Karlinsey** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute this instrument and acknowledged it as the City Manager of the **City of Kenmore**, a Washington municipal corporation, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: January 24, 2017



Kelly Chelin
 (Print name)

NOTARY PUBLIC in and for the
 State of Washington, residing at
Beverly, WA

My appointment expires: 11-19-17

City of Kenmore Contract No.12-C1083

FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT ("Amendment") dated ^{July}~~June~~ 8, 2015, is by and between KENMORE COMMERCIAL LLC, a Washington limited liability company, as Landlord, and CITY OF KENMORE, a Washington municipal corporation, as Tenant.

RECITALS:

A. Pursuant to Lease Agreement effective December 3, 2012 (the "Lease"), Landlord leased to Tenant that approximately 3,000 square foot space commonly referred to as Building A, Suite B, 7204 NE 175th Street, Kenmore, Washington (the "Premises"). The Premises are located on the real property legally described on Exhibit A hereto;

B. The term of the Lease was thirty-six (36) months, commencing January 1, 2013 and terminating December 31, 2015.

C. The parties desire to extend the Lease term by twelve (12) additional months, in accordance with the provisions hereof.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. Extension of Term. The term of the Lease shall be extended by twelve (12) months, commencing January 1, 2016 and terminating December 31, 2016 (the "Fourth Lease Year").

2. Base Rent. Tenant's obligation for Base Rent during the Fourth Lease Year shall be Two Thousand Six Hundred Thirteen and 75/100 Dollars (\$2,613.75) per month.

3. Operating Expenses. The third and fourth sentences of Paragraph 7.b of the Lease, "PAYMENT: TRIPLE NET," shall be replaced with the following provisions:

In no event will the amount of Tenant's Pro Rata Share of Operating Costs (excluding taxes, insurance premiums and common area utility costs) increase by more than three percent (3%) (the "cap") during each of months 13 – 24 (the "Second Lease Year"), months 25 – 36 (the "Third Lease Year") and months 37 – 48 (the "Fourth Lease Year") of the Lease term. Landlord shall also provide Tenant, as soon as possible following the beginning of each of the Second, Third and Fourth Lease Years, a good faith estimate of Tenant's annual Pro Rata share of Operating Costs for such Lease Year.

4. Landlord's Preparation Work. The parties acknowledge that, notwithstanding extension of the term set forth in Paragraph 1, above, Tenant shall have paid in full, no later than

December 31, 2015, the sum of \$7,200.00 set forth in Paragraph 36 of the Lease toward the cost of the bamboo flooring installation portion of Landlord's Preparation Work.

5. Recitals; Capitalized Terms. The Recitals shall be deemed a part of this Amendment. Except as otherwise defined herein, capitalized terms in this Amendment shall have the meanings assigned to them in the Lease.

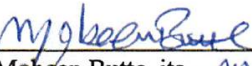
6. No Other Modifications. Except as expressly set forth herein, the parties' Lease shall be unmodified and shall continue in full force and effect.

7. Counterparts. This Amendment may be executed in multiple counterparts, all of which, when taken together, shall constitute one agreement.

IN WITNESS WHEREOF, the parties have executed this Amendment.

LANDLORD:

Kenmore Commercial LLC,
a Washington limited liability company

By 
Mobeen Butte, its Member

Date: 7-7-15

TENANT:

City of Kenmore,
a Washington municipal corporation

By 
Rob Karlinsey, its City Manager

Date: 7-7-15

STATE OF WASHINGTON)
)ss.
 COUNTY OF KING)

I CERTIFY that I know or have satisfactory evidence that **Mobeen Butte** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute this instrument and acknowledged it as the _____ of **Kenmore Commercial LLC**, a Washington limited liability company, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: July 7, 2015



Kathleen R. Hicks
 Kathleen R. Hicks
 (Print name)

NOTARY PUBLIC in and for the
 State of Washington, residing at
King County, Kenmore

My appointment expires: 1/1/2017

STATE OF WASHINGTON)
)ss.
 COUNTY OF KING)

I CERTIFY that I know or have satisfactory evidence that **Rob Karlinsey** is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute this instrument and acknowledged it as the City Manager of the **City of Kenmore**, a Washington municipal corporation, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: July 8, 2015



Patty Safrin
 Patty Safrin
 (Print name)

NOTARY PUBLIC in and for the
 State of Washington, residing at
Lake Forest Park

My appointment expires: 08-01-16

EXHIBIT A

LEGAL DESCRIPTION

**Lot 2, Ptn. Lot 1, Lakewood Villa Tracts
Situate in the County of King, State of Washington.**

City of Kenmore Contract No. 12-C1083

LEASE AGREEMENT

THIS LEASE AGREEMENT ("Lease"), effective ~~November 3~~ ^{December 3}, 2012 (the "Effective Date"), is by and between Kenmore Commercial LLC, a Washington limited liability company, as "Landlord," and City of Kenmore, a municipal corporation, as "Tenant."

WITNESSETH:

A. Landlord is the owner of the real property and improvements located at 7204 NE 175th Street, Kenmore, King County, Washington, which property is legally described on Exhibit A hereto, and depicted on the Site Plan attached as Exhibit B hereto (the "Property").

B. Landlord desires to lease to Tenant, and Tenant desires to lease from Landlord, that approximately 3,000 square foot space comprising the entire second floor of building A located on the Property (the "Building"), which space is commonly referred to as Building A, Suite B, 7204 NE 175th Street, Kenmore, Washington (the "Premises"). The Premises are shown in cross-hatching on Exhibit B hereto.

NOW, THEREFORE, in consideration of the mutual covenants and provisions hereof, the parties agree as follows:

1: PREMISES: Landlord, in consideration of the rents, covenants and agreements hereinafter set forth to be paid and performed by the Tenant does hereby lease the Premises to the Tenant, and Tenant, in consideration of the lease of the Premises to Tenant and the performance of Landlord's covenants and agreements hereinafter set forth, does hereby lease the Premises from Landlord, subject to and in accordance with the provisions of this Lease.

2: TERM; EARLY TERMINATION: The term of this Lease shall be approximately thirty-six (36) months, commencing on the date that is five (5) days after Tenant's receipt of written notice from Landlord confirming that Landlord has completed "Landlord's Preparation Work" described in Paragraph 36, below (the "Commencement Date") and terminating on the last day of the thirty-sixth (36th) full month following the Commencement Date (the "Termination Date"). The anticipated Commencement Date is January 1, 2013.

Notwithstanding the foregoing, in the event that Tenant's City Council elects to terminate or relocate Tenant's pilot, business incubator project, described in Paragraph 32 below, Tenant may, upon at least ninety (90) days' prior written notice ("Tenant's Termination Notice"), given to Landlord at any time after the first twenty-four (24) months of the Lease term, elect to terminate this Lease, in which event this Lease shall terminate on the termination date set forth in Tenant's Termination Notice, as if such date were originally set forth as the Termination Date in this Lease.

3: RENT: Tenant covenants and agrees to pay Landlord, c/o Mobeen A. Butte, Managing Partner, 8002 N.E. Bothell Way, Kenmore, WA 98028, or to such other party or at such other place as Landlord may hereafter designate, monthly Base Rent in the following amounts:

Months 1* - 12 Two thousand one hundred twenty-five dollars (\$2,125.00)
*including any partial month at the beginning of the term

Months 13 - 36 Two thousand five hundred fifty dollars (\$2,550.00)

Monthly Base Rent shall be payable in advance, on the first (1st) day of each month of the Lease term. Tenant agrees to pay as additional rent 1/12 (one-twelfth) of its prorated share of annual estimated operating expenses as outlined in Paragraph #7 in advance on the first (1st) day of each month of the Lease term. Rent for any partial month during the term shall be prorated.

4: LATE FEE AND INTEREST: Any rental payments received five (5) or more days after the beginning date of each month will be subject to late fee of five percent (5%). In addition, all sums past due from Tenant shall bear interest at one percent (1%) per month or any fraction thereof.

5: FIRST MONTH'S BASE RENT AND SECURITY DEPOSIT: Concurrently with Tenant's execution of this Lease, Tenant paid to Landlord the sum of \$2,125.00, the amount of the first month's Base Rent. In addition, Tenant has deposited with Landlord the sum of \$2,550.00 (the "security deposit") to be held by Landlord as security for the faithful performance by Tenant of all the terms, covenants, and conditions of this Lease to be kept and performed by Tenant during the term hereof. If Tenant defaults with respect to any provision of this Lease, including but not limited to the provisions relating to the payment of rent, Landlord may (but shall not be required to) use, apply or retain all or any part of this security deposit for the payment of any rent or any other sum in default, or for the payment of any amount which Landlord may spend or become obligated to spend by reason of Tenant's default, or to compensate Landlord for any other loss or damage which Landlord may suffer by reason of Tenant's default. If any portion of said deposit is so used or applied, Tenant shall, within five (5) days after written demand therefor, deposit cash with Landlord in the amount sufficient to restore the security deposit to its original amount and Tenant's failure to do so shall be a default under the Lease. Landlord shall not be required to keep this security deposit separate from its general funds, and Tenant shall not be entitled to interest on such deposit. If Tenant shall fully and faithfully perform every provision of this Lease to be performed by it, the security deposit or any balance thereof shall be returned to Tenant within ten (10) days following expiration of the Lease term. In the event of termination of Landlord's interest in the Lease, Landlord shall transfer said deposit to Landlord's successor-in-interest.

Tenant will at all times maintain with the Landlord on deposit a sum equal to one (1) month's current rent as the security deposit for the purposes of this paragraph. Landlord hereby acknowledges receipt of Two Thousand One Hundred Twenty-Five Dollars (\$2,125.00) applicable to the first month's Base Rent, and the sum of Two Thousand Five Hundred Fifty Dollars (\$2,550.00) for the security deposit, for a total deposit of Four Thousand Six Hundred Seventy-Five Dollars (\$4,675.00).

6: UTILITIES AND FEES: Tenant agrees to pay all charges for electricity, gas, water, sewer, garbage, drainage, metro and all other utilities and services serving the Premises during the full term of this Lease. Tenant acknowledges that utility charges for gas, water and sewer are billed to the entire building in which the Premises are located, and that Tenant's pro rata share of such charges is 38%. Tenant agrees to pay Landlord for Tenant's pro rata share of such costs within fifteen (15) days following receipt from Landlord of a copy of the utility provider's billing therefor. Tenant shall pay, directly to the utility provider, the costs of electrical service separately metered to the Premises. Tenant shall also establish its own account for garbage collection and pay the utility provider directly for such service.

7: OPERATING EXPENSES:

- a. **DEFINITION.** As used herein, "Operating Costs" shall mean all reasonable costs of operating, maintaining and repairing the Premises, the Building, and the Property, determined in accordance with generally accepted accounting principles, and including without limitation the following: all taxes and assessments (including, but not limited to: real and personal property taxes and assessments, local improvement district assessments and other special purpose assessments, and taxes on rent or gross receipts); insurance premiums paid by Landlord and (to the extent used) deductibles; water, sewer and all other utility charges (other than utilities serving only and paid directly by Tenant or other tenants); janitorial and all other cleaning services for any common areas of the Building or the Project; refuse and trash removal; refurbishing and repainting; routine air conditioning, heating, ventilation service costs; pest control; lighting systems, fire detection and security services; landscape maintenance; management (fees and/or personnel costs, not to exceed 10% of Operating Costs, excluding insurance and taxes); parking lot, road, sidewalk and driveway patching, resurfacing and maintenance; snow and ice removal; amortization (in accordance with generally accepted accounting principles) of capital improvements as Landlord may in the future install to comply with governmental regulations and rules or undertaken in good faith with a reasonable expectation of reducing Operating Costs, to the extent such improvements actually reduce Operating Costs (the useful life of which improvements shall be a reasonable period of time as determined by Landlord); and reasonable costs of legal service (except any costs related to any specific tenant or Landlord's violation of any Laws); accounting services, labor, supplies, materials and tools. Landlord and Tenant agree that if the Building is not ninety percent (90%) occupied during any calendar year, on a monthly average, then the Operating Costs shall be increased to reflect the Operating Costs of the Building as though it were ninety percent (90%) occupied and Tenant's Pro Rata Share of Operating Costs shall be based upon Operating Costs as so adjusted; provided, however, that this adjustment shall apply only to Operating Costs that are variable and therefore increase as the occupancy of the Project increases. Operating Costs shall not include: Landlord's income tax or general corporate overhead, depreciation on the Building or equipment therein; loan payments; real estate broker's commissions; capital improvements to or major repairs of the Building shell (i.e., the Building structure, exterior walls and roof) or other improvements not described in this paragraph; or any costs regarding the operation, maintenance and repair of the Premises, the Building, or the Property paid directly by Tenant or other tenants in the Building.
- b. **PAYMENT: TRIPLE NET.** As additional Rent, Tenant shall pay to Landlord on the first of each month with payment of Tenant's base rent, one-twelfth of Tenant's Pro Rata Share of estimated Operating Costs, as scheduled in Paragraph #3, "Rent", above. Tenant's share of said expenses is 22% (twenty two percent). Landlord's good faith estimate and calculation of Operating Costs for the first twelve (12) full calendar months (the "First Lease Year"), is attached as Exhibit C hereto. Tenant's Pro Rata Share of such estimated Operating Costs would be \$531.00 per month for the first twelve months. In no event will the amount of Tenant's Pro Rata Share of Operating Costs (excluding taxes, insurance premiums and common area utility costs) increase by more than three percent (3%) (the "cap") during each of months 13 – 24 (the "Second Lease Year") and months 25 – 36 of the Lease term (the "Third Lease Year"). Landlord shall also provide to Tenant, as soon as possible following the beginning of each of the Second and Third

Lease Years, a good faith estimate of Tenant's annual Pro Rata share of Operating Costs for such Lease Year. In the event the estimated amount of Tenant's Pro Rata Share of Operating Costs has not yet been determined for any Lease Year, Tenant shall pay the monthly installment in the estimated amount determined for the preceding Lease Year until the estimate for the current Lease Year has been provided to Tenant. At such time as the estimate for the current Lease Year is received, Tenant shall then pay any shortfall, subject to the cap, or receive a credit for any surplus for the preceding months of the current Lease Year and shall, thereafter, make the monthly installment payment in accordance with the current estimate, subject to the cap.

As soon as reasonably possible following the end of Lease Year (and in no event later than sixty (60) days thereafter), Landlord shall determine and provide to Tenant a statement (the "Operating Costs Statement") setting forth the amount of Operating Costs actually incurred and the amount of Tenant's Pro Rata Share of Operating Costs actually payable by Tenant with respect to such Lease Year. In the event the amount of Tenant's Pro Rata Share of Operating Costs exceeds the sum of the monthly installments actually paid by Tenant for such Lease Year, Tenant shall pay to Landlord the difference (subject to the cap) within thirty (30) days following receipt of the Operating Costs Statement. In the event the sum of such installments exceeds the amount of Tenant's Pro Rata Share of Operating Costs actually due and owing, the difference shall be applied as a credit to Tenant's future Pro Rata Share of Operating Costs payable by Tenant pursuant to this Section, or refunded to Tenant within thirty (30) days following the expiration or sooner termination of this Lease, as applicable.

8: COMMON AREAS: If the Premises are part of a building occupied by other tenants, Tenant agrees to conform to Landlord's reasonable rules and regulations pertaining to the parts of the building that are in common use by tenants; provided, however, that in the event of any conflict or inconsistency between such rules and regulations and the provisions of this Lease, the provisions of this Lease shall control.

9: REPAIRS AND MAINTENANCE:

A. Tenant's Obligations. The Premises have been inspected and are accepted by Tenant in their present condition, subject to completion of Landlord's Preparation Work, described in Paragraph 36, below, and subject to Landlord's maintenance and repair obligations set forth in Paragraph 9B, below. Tenant shall, at its own expense and at all times, keep the Premises neat, clean, in a sanitary condition, clear of hazards and keep and use the Premises in accordance with applicable laws, ordinances, rules, regulations and requirements of governmental authorities (collectively "Laws") (provided that, as to any required modifications to the Premises, such Laws apply to Tenant's specific use of the Premises and not to tenanted real estate in general). Tenant shall permit no waste, damage or injury to the Premises. Tenant shall keep all drains within the Premises free and open; protect water, heating, gas and other pipes within the Premises to prevent freezing or clogging; and shall replace all glass in windows and doors within the Premises which may become cracked or broken. Tenant shall not make any color changes to the building exterior without Landlord's prior written consent.

B. Landlord's Obligations. Except for those portions of the Premises which are the obligation of the Tenant to maintain and repair, Landlord shall at all times keep the Premises, the Building and the Property in good, commercially reasonable condition, and in compliance with all

Laws. Landlord's obligations shall include maintenance and repair of the Building's roof and roof membrane; walls; foundation and all structural elements; heating, ventilation, and air conditioning system; all pipes and plumbing; stairwells; and exterior windows, doors and entries. Landlord further agrees to maintain in a good, safe and operable condition all exterior portions of the Project, including exterior lighting and other utilities. Landlord's obligations shall include any necessary patching or resurfacing of the parking areas, driveways, and sidewalks adjoining the Premises, and removal from such areas of ice, snow and obstructions and debris. Landlord further agrees to keep and maintain in good condition and repair all kitchen appliances, fixtures and equipment, and all lighting in the Premises (including replacing bulbs, when necessary).

Tenant acknowledges that the eastern portion of the Premises is served by both electric heaters and an air conditioning system, and that the western portion of the Premises is served by a gas wall furnace and a gas fireplace, but no air conditioning system. Landlord shall ensure that, when required, the air conditioning system shall at all times maintain a comfortably cool temperature in the eastern portion of the Premises for Tenant's occupants, and that, when required, the Building's electric heaters and gas heating system shall likewise maintain a comfortably warm temperature in the entire Premises for Tenant's occupants.

If in Tenant's reasonable judgment, exercised in good faith and based on "ASHRAE 55-2004: Thermal Environmental Conditions for Human Occupancy" or similar LEED comfort criteria, the western portion of the Premises is, despite natural ventilation and the use of portable fans, uncomfortably warm for Tenant's occupants, Tenant may elect, upon written notice to Landlord (the "Election Notice") to install such window unit or comparable air conditioners (and perform such modifications to the Premises required for installation and venting) in the western portion of the Premises as Tenant reasonably deems required (the "Air Conditioning Work") to ensure a comfortable temperature for use by Tenant's occupants. Without limitation of other reasonable bases for Tenant's determination, Tenant may perform such air conditioning work if the temperature in the Premises has reached 80° F on five or more days during any calendar year of the term. Tenant agrees to maintain reasonable records of its temperature readings in the Premises and to make the same available for Landlord's review upon request.

Tenant's Election Notice shall include for Landlord's approval, which shall not be unreasonably withheld, conditioned or delayed, a description of the equipment, method of installation, and any modifications to the Premises proposed by Tenant for the Air Conditioning Work, and Landlord shall, within ten (10) days thereafter, provide Tenant with written notice of its approval or disapproval of the same. Landlord's failure to respond to the proposal contained in Tenant's Election Notice within such 10-day period shall be deemed approval thereof. In the event of Landlord's disapproval, Landlord shall set forth in detail any reasonable modifications to Tenant's proposal required to obtain Landlord's approval, and the parties shall thereafter work together diligently and in good faith to reach final agreement on the equipment, method of installation and any alterations to the Premises required for the Air Conditioning Work.

Upon completion of the Air Conditioning Work, Tenant shall submit to Landlord invoices or other reasonable evidence reflecting the costs thereof, and Landlord shall, within fifteen (15) days thereafter, pay to Tenant fifty percent (50%) of the total of such costs; provided, however, that Landlord's 50% share of the costs shall not exceed \$3,000.00, plus applicable Washington State sales tax. Tenant shall have the right to control separately the thermostats for the Premises' heat and air conditioning systems.

10: SIGNS: All signs or symbols placed by Tenant in windows and doors of the Premises, or upon any exterior part of the building or on the property, shall be subject to Landlord's prior written approval. Landlord may demand the removal of signs which are not so approved, and Tenant's failure to comply with said request within three (3) business days following Tenant's receipt of Landlord's written demand will constitute a breach of this paragraph allowing Landlord to cause the sign to be removed and the Building repaired at the sole expense of the Tenant. Any freestanding sign installed, as new or a replacement, on the property by the Tenant will become the property of the Landlord. At the termination of this Lease, at Landlord's sole option and request, Tenant will remove any sign placed by it upon the Premises and will repair any damage caused by such removal at Tenant's expense. All signs must comply with sign ordinances and be placed in accordance with required permits.

11: ALTERATIONS: After prior written consent of Landlord, which consent shall not be unreasonably withheld or delayed, Tenant may, in addition to those alterations permitted under paragraph 9B above, make alterations, additions and improvements in said Premises, at Tenant's sole cost and expense. In the performance of such work, Tenant agrees to comply with all Laws applicable to Tenant's work, and to hold Landlord harmless from damage, loss or expense caused by any negligence or willful misconduct of Tenant in connection therewith. At the time of Landlord's approval of any alterations, additions or improvements proposed by Tenant, Landlord shall identify in writing to Tenant which, if any, of any such alterations, additions or improvements Tenant shall be required to remove upon the expiration of the Lease term. No later than the Lease Termination Date, Tenant shall remove, at Tenant's sole cost and expense, any such alterations, additions or improvements previously so identified by Landlord for removal. Tenant shall have no obligation to remove any other alterations, additions or improvements. Tenant shall at all times have the right, however, to remove from the Premises Tenant's moveable trade fixtures, fixtures and equipment.

12: CONDEMNATION: In the event a substantial part of the Premises is taken or damaged by the right of eminent domain, or purchased by the condemnor, in lieu thereof, so as to render the remaining Premises economically untenable, then this Lease shall be cancelled as of the time of taking at the option of either party. In the event of a partial taking, which does not render the Premises economically untenable, the Base Rent and Operating Costs shall be reduced in direct proportion to the leased property taken. Tenant shall have no claim to any portion of the compensation for the taking or damaging of the land or building. Nothing herein contained shall prevent the Tenant from its entitlement to negotiate, with a third party, for his own moving costs and leasehold improvements.

13: PARKING: Tenant understands that parking is apportioned in conformity with controlling zoning ordinances and that Landlord shall have the right to make such regulations as Landlord deems desirable for the control of parking automobiles on the real property described in Exhibit A or property under Landlord's control, including the right to designate certain areas for parking by Tenant, employees of Tenant, Tenant's invitees, and other tenants of the Project. Notwithstanding the foregoing, Landlord shall at all times make available and designate for exclusive use by Tenant and its invitees at least three (3) parking stalls within the area identified as "Tenant's Parking Area" on Exhibit B attached hereto. Tenant may make its own arrangements with the adjacent Kenmore Community Club located at 7304 NE 75th Street, Kenmore, Washington for any additional parking needs.

14: HAZARDOUS MATERIALS:

(a) Landlord and the person executing this Lease on Landlord's behalf represents and warrants to the Tenant that to the best of the knowledge of Landlord's members, partners and managers: (i) the Property is in full compliance with all applicable Environmental Laws; (ii) there are no Hazardous Materials stored, located or present on the Property; and (iii) the Property is not the subject of any Environmental Action.

(b) Tenant has conducted, at Tenant's expense, such environmental site assessments ("ESA") of the Property, if any, as Tenant desired to conduct to evaluate the environmental conditions of the Property. Tenant shall promptly deliver to Landlord a copy of each ESA made by Tenant. Nothing in this subsection (b), including but not limited to Tenant's failure to conduct an ESA or raise any issue pertaining to environmental matters contained in an ESA obtained by Tenant, shall in any way constitute a waiver of, diminish or limit the provisions of Landlord's indemnities in subsection (e), below.

(c) Tenant shall not cause or permit any Hazardous Material to be generated, produced, brought upon, used, stored, treated or disposed of in or about the Property by Tenant, its agents, employees, contractors, sublessees or invitees without the prior written consent of Landlord. Landlord hereby consents to Tenant's use, storage and disposal on the Property of petroleum and cleaning products that qualify as hazardous materials in quantities consumed during the normal course of its business, provided that such use, storage and disposal shall be in full compliance with applicable law, including but not limited to Environmental Laws. Landlord shall be entitled to take into account such other factors or facts as Landlord may reasonably determine to be relevant in determining whether to grant or withhold consent to Tenant's proposed activity with respect to Hazardous Material. In no event, however, shall Landlord be required to consent to the installation or use of any underground storage tanks on the Property.

(d) Tenant shall defend, indemnify and hold harmless Landlord from and against any Environmental Liabilities and Costs arising out of (i) any release or threatened release of Hazardous Materials at or from the Property caused by Tenant's operations and (ii) any violations of Environmental Laws that are caused by Tenant's operations. "Tenant's operations" include but are not limited to the act or omission of any of Tenant's employees, invitees, licensees, agents and contractors. Tenant shall defend Landlord at Tenant's expense with counsel reasonably acceptable to Landlord. The obligations under this subsection shall survive expiration or earlier termination of this Lease.

(e) Landlord shall defend, indemnify and hold harmless Tenant from and against any Environmental Liabilities and Costs arising out of: (i) any release of Hazardous Materials that occurred at or from the Property prior to Landlord's delivery of the Premises to Tenant pursuant to this Lease; (ii) any violations of Environmental Laws or Environmental Actions at or from the Property that are attributable to the acts or omissions of Landlord or its employees, invitees, licensees, agents and contractors; (iii) any breach of any representation or covenant of Landlord in this Lease regarding environmental matters; and (iv) any releases or threatened releases of Hazardous Materials at or from the Property not caused by Tenant, its employees, agents, invitees, licensees, agents and contractors. Landlord shall defend Tenant at Landlord's expense with counsel reasonably acceptable to Tenant. The obligations under this subsection shall survive expiration or earlier termination of this Lease.

(f) As used in this Lease:

(i) The term "Environmental Actions" refers to any complaint, summons, citation, notice, directive, order, claim, litigation, investigation, judicial or administrative proceeding, or judgment by or in favor of any third party, including any governmental authority, involving a violation or alleged violation of any Environmental Law.

(ii) The term "Environmental Law" means the Comprehensive Environmental Response Compensation and Liability Act ("CERCLA"), 42 U.S.C., 9601 et seq., as amended; the Resource Conservation and Recovery Act ("RCRA"), 42 U.S.C. 6901 et seq., as amended; the Clean Air Act ("CAA"), 42 U.S.C. 7401 et seq., as amended; the Clean Water Act ("CWA"), 33 U.S.C. 1251, et seq., as amended, the Occupational Safety and Health Act ("OSHA"), 29 U.S.C. 655 et seq., as amended; the Washington Model Toxics Control Act, RCW Chapter 70.105D, as amended; the Washington Industrial Safety and Health Act ("WISHA"), RCW Chapter 49.17, as amended; the rules and regulations adopted under any of the preceding; and any other applicable federal, state, local or municipal laws, statutes, regulations, rules or ordinances regulating the use, handling, disposal, transportation, storage and other activities concerning substances determined to be hazardous, dangerous or toxic to the environment and/or public health.

(iii) The term "Environmental Liabilities and Costs" means any monetary obligations, losses, liabilities (including strict liability), damages, punitive damages, consequential damages, treble damages, reasonable costs and expenses (including reasonable fees, disbursements and expenses of attorneys, expert and consulting fees, and reasonable costs of environmental site assessments, remedial investigation and feasibility studies), fines, penalties, sanctions and interest incurred as a result of any Environmental Action.

(iv) The term "Hazardous Materials" means any flammable items, explosives, radioactive materials, hazardous or toxic substances, material or waste or related materials, including any substances defined as or included in the definition of "hazardous substances", "hazardous wastes", "hazardous materials" or "toxic substances" now or subsequently regulated under any Environmental Law, including without limitation petroleum-based products, paints, solvents, lead, cyanide, DDT, printing inks, acids, pesticides, ammonia compounds and other chemical products, asbestos, PCBs and similar compounds, and including any different products and materials which are subsequently found to have adverse effects on the environment or the health and safety of persons.

15: LIENS AND INSOLVENCY: Tenant shall keep the Premises freed from any liens arising out of any work performed for, materials furnished to, or obligations incurred by Tenant and shall hold Landlord harmless against the same. In the event Tenant becomes insolvent, bankrupt, or if a receiver, assignee or other liquidating officer is appointed for the business of Tenant, Landlord may cancel this Lease at its option.

16: SUBLETTING OR ASSIGNMENT: Tenant shall not assign this Lease or sublet the whole or any part of the Premises, without the prior written consent of Landlord, which consent will not be unreasonably withheld, conditioned or delayed. This Lease shall not be assignable by operation of law.

17: ACCESS: Tenant shall have access to the Premises 24 hours per day, 7 days per week. Landlord shall have the right to enter the Premises at all reasonable times, upon not less than 24 hours' prior written notice, for the purpose of inspection or of making repairs, additions or

alterations, and to show the Premises to prospective tenants and/or to put "For Lease" signs on the Premises for ninety (90) days prior to the expiration of the Lease term. Landlord shall use best efforts to minimize interference with Tenant's business operations in connection with any entry into the Premises, and shall coordinate with Tenant the scheduling of any non-emergency alterations or repairs. Landlord shall have at all times emergency access to the Premises.

18: POSSESSION: If for any reason Landlord is unable to deliver possession of the Premises to Tenant on or before January 1, 2013, Tenant may give Landlord written notice of its intention to cancel this Lease if possession not delivered within thirty (30) days after receipt of such notice by Landlord. Landlord shall not be liable for any damage caused by delay, and Tenant shall not be liable for any rent until such times as Landlord delivers possession. If Landlord offers possession of the Premises prior to the Commencement Date of this Lease, and if Tenant accepts such early possession, then both parties shall be bound by all of the covenants and terms contained herein including the rent during such period of early possession.

19: SECURITY MEASURES: Tenant hereby acknowledges that the rental payable to Landlord hereunder does not include the cost of security measures and that Landlord shall have no obligation whatsoever to provide same. Subject to Landlord's performance of its obligations set forth herein, including maintenance and repair of the Premises and the Project and Landlord's compliance with applicable Laws, Tenant assumes all responsibility for the protection of Tenant, its employees, customers, agents, invitees and its property from acts of third parties.

20: DAMAGE OR DESTRUCTION: In the event the Premises are rendered untenantable in whole or in part by fire, the elements, or other casualty, Landlord may elect, at its option, not to restore or rebuild the Premises and shall notify Tenant, in which event Tenant shall vacate the Premises and this Lease shall be terminated; or, in the alternative Landlord shall notify Tenant, within thirty (30) days after the notice of such casualty, that Landlord will undertake to rebuild or restore the Premises, and that such work can be completed within one hundred eighty (180) days from date of such notice of intent, and Tenant may elect, at its option to terminate this Lease. If Landlord is unable to restore or rebuild the Premises within the said one hundred eighty (180) days, and Tenant did not earlier elect to terminate, then the Lease may be terminated at Tenant's option by written 10-day notice to Landlord. During the period of untenability, the rent (including Base Rent and Operating Costs) shall abate in the same ratio as the portion of the Premises rendered untenantable bears to the whole of the Premises.

21: ACCIDENTS AND LIABILITY; INSURANCE.

A. Tenant's Indemnity. Landlord or its agent shall not be liable for, and Tenant agrees to indemnify, defend and hold Landlord and its agents harmless from any claim, action and/or judgment for damages to property or injury to persons suffered or alleged to be suffered on the Premises by any person, firm, or corporation, except to the extent caused by the negligence or willful misconduct of Landlord, its members, agents, employees, contractors, or invitees, or by the breach of Landlord's obligations under this Lease.

B. Landlord's Indemnity. Tenant shall not be liable for, and Landlord agrees to indemnify, defend and hold Tenant harmless from any claim, loss, liability, action, costs and expenses, including reasonable attorney's fees and expenses of litigation, for damages to property or injury to persons suffered or alleged to be suffered on or about the Property by any person, firm, or

corporation, except to the extent caused by the negligence or willful misconduct of Tenant, its agents, employees, contractors or invitees, or by the breach of Tenant's obligations under this Lease.

C. Tenant's Insurance. Tenant agrees to maintain a policy of commercial general liability insurance for bodily injury and property damage with limits of not less than One Million Dollars (\$1,000,000.00) per occurrence, and Two Million Dollars (\$2,000,000.00) in the aggregate, which insurance shall assure the performance by Tenant of the indemnity agreement as to liability for injury to or death of persons and injury or damage to property as provided for herein. All of such insurance shall be primary and noncontributing with any insurance, which may be carried by Landlord. Tenant shall furnish Landlord a certificate indicating that the insurance policy is in full force and effect.

D. Landlord's Insurance. Landlord shall obtain and keep in force and effect during the term of this Lease, a policy of all risk property insurance in an amount equal to 100% of the replacement cost of all buildings and improvements located on the Property, and a policy of commercial general liability insurance, insuring for bodily injury and property damage with limits comparable to those carried by responsible landlords of properties similar to the Property, but in no event less than One Million Dollars (\$1,000,000.00) per occurrence, and Two Million Dollars (\$2,000,000.00) in the aggregate. Landlord's commercial general liability insurance shall assure the performance by Landlord of the indemnity agreement as to liability for injury or death of persons and injury or damage to property, as provided herein, and further shall insure against any and all liability of the insured arising from Landlord's ownership, use, maintenance and operation of the buildings and the Property. All insurance shall be in responsible companies authorized to do business in the State of Washington.

22: SUBROGATION WAIVER: Any insurance carried by either party with respect to the Premises, building, and the property contained therein shall include a clause or endorsement denying the insurer rights of subrogation against the other party to the extent rights have been waived by the insured prior to the occurrence of the injury or loss. Each party, notwithstanding any provisions of this Lease to the contrary, hereby releases and relieves the other, and waives its entire right of recovery against the other, for loss or damages arising out of or incident to the perils covered by insurance containing such clause or endorsement.

23: DEFAULT AND REENTRY:

- a. If Tenant shall fail to pay the rent when due and such failure continues for three (3) business days after written notice from Landlord, or
- b. If Tenant shall fail to keep and perform any of the covenants and agreements herein contained, and such failure continues for thirty (30) days after written notice from Landlord, unless appropriate action has been taken by Tenant in good faith to cure such failure, then, Landlord may terminate this Lease and reenter the Premises, or Landlord may, without terminating this Lease, reenter said Premises, and sublet the whole or any part thereof for the account of the Tenant upon as favorable terms and conditions as the market will allow, for the balance of the term of this Lease and Tenant covenants and agrees to pay to Landlord any deficiency arising from a reletting of the Premises at a lesser amount than herein agreed to. Tenant shall pay such deficiency each month as the amount thereof is ascertained by Landlord. However, the ability of Landlord to reenter and sublet shall not impose upon

Landlord the obligation to do so. Landlord agrees in any event to use reasonable efforts to mitigate its damages in the event of any default by Tenant hereunder.

24: REMOVAL OF PROPERTY: In the event Landlord lawfully reenters the Premises as provided herein, Landlord shall have the right, but not the obligation, to remove all the personal property located therein and to place such property in storage at the expense and risk of Tenant.

25: LANDLORD'S DEFAULT: Landlord shall be in default hereunder if Landlord fails to perform obligations required of Landlord within a reasonable time, but in any event within thirty (30) days after written notice by Tenant to Landlord specifying the nature of Landlord's default; provided, however, that if the nature of Landlord's obligation is such that more than thirty (30) days are required for performance, then Landlord shall not be in default if Landlord commences performance within such thirty (30) day period and thereafter diligently prosecutes the same to completion. In the event of Landlord's default hereunder, Tenant may pursue any remedy provided for elsewhere herein or as may now or hereafter be available to Tenant under the laws or judicial decisions of the State of Washington.

26: COST AND ATTORNEY'S FEES: In the event that either party hires an attorney to enforce any provisions of this Lease, then in that event the other, defaulting party, agrees to pay the enforcing party's reasonable attorney's fee and costs. In any legal proceeding to enforce the terms of this Lease, the prevailing party shall be entitled to an award of reasonable attorney's fee and costs. The venue of any legal proceeding shall be brought in the Superior Court for the State of Washington in King County, Washington.

27: SUBORDINATION: Tenant agrees that this Lease shall be subordinate to any mortgages or deeds of trust placed on the Property, provided that in the event of foreclosure, if Tenant is not then in default and agrees to attorney to the mortgagee or beneficiary under deed of trust, such mortgagee or beneficiary shall assume Landlord's obligations under this Lease and recognize Tenant's right of possession for the term of the Lease.

28: NO WAIVER OF COVENANTS: Any waiver by either party of any breach hereof by the other shall not be considered a waiver of any future similar breach. This Lease contains all the agreements between the parties; and there shall be no modification of the agreements contained herein except by written instrument.

29: SURRENDER OF PREMISES: Tenant agrees, upon termination of this Lease, to peacefully quit and surrender the Premises without notice, leave the Premises neat and clean and to deliver all keys to the Premises to Landlord.

30: HOLDING OVER: If Tenant, with the implied or express consent of Landlord, shall hold over after the expiration of the term of this Lease, Tenant shall remain bound by all the covenants and agreements herein, except that the tenancy shall be from month to month. Tenant agrees to pay a monthly rental of 1.20% of the rent herein specified for the last twelve months of the Lease.

31: BINDING ON HEIRS, SUCCESSORS AND ASSIGNS: The covenants and agreements of this Lease shall be binding upon the heirs, executors, administrators, successors and assigns of both parties hereto except as hereinabove provided.

32: USE: The Premises may be used for general office, meeting, presentation and educational purposes related primarily to Tenant's pilot, business incubator program, and accordingly may be occupied by Tenant, its agents, employees, consultants, contractors and invitees, including program participants. Landlord acknowledges that, notwithstanding any participation or use fees paid to Tenant, no use or occupancy of the Premises by Tenant's program participants shall be deemed a sublease requiring Landlord's consent under this Lease.

33: QUIET ENJOYMENT: Landlord agrees that Tenant, upon the full and timely performance of Tenant's obligations hereunder, have the quiet and undisturbed possession of the Premises throughout the Lease term.

34: NOTICE: Any notice required or permitted to be given by either party to the other shall given in writing and personally delivered, or deposited in the United States mail, postage prepaid, addressed to the Landlord c/o Mobeen A. Butte 8002 N.E Bothell Way, Kenmore, WA 98028 or to the Tenant at City of Kenmore, Attn: City Manager, 18120 68th Ave NE , P. O. Box 82607, Kenmore, Washington 98028, or at such other address as either party may designate to the other in writing from time to time. Notices shall be deemed effective upon the earlier of personal delivery or three (3) business days following deposit in the mail, as aforesaid.

35: TIME: TIME IS OF THE ESSENCE OF THIS LEASE.

36: LANDLORD'S PREPARATION WORK: To prepare the Premises for Tenant's use and occupancy, Landlord agrees to (a) repaint the interior walls of the Premises, using paint and color reasonably approved in advance by Tenant, (b) replace two (2) damaged overhead light fixtures, and (c) replace throughout the Premises, the Premises' current carpeting and flooring with bamboo flooring selected by Tenant (collectively, "Landlord's Preparation Work"). Landlord shall bear all costs associated with Landlord's Preparation Work; provided, however, that Tenant shall pay a total of \$7,200.00 toward the cost of the bamboo flooring installation. Such amount shall be payable in equal monthly installments of \$200 per month over the term of the Lease; provided, however, that in the event that Tenant exercises its early termination right set forth in Paragraph 2, above, the entire unpaid balance of such excess bamboo flooring costs shall be paid with the last installment of monthly Base Rent. Landlord shall give Tenant prompt written notice of completion of Landlord's Preparation Work. Landlord and Tenant shall thereupon conduct a walk-through, "punch-list" inspection of the Premises, and Landlord shall promptly correct any items set forth on the parties' punch list.

37: ARBITRATION: Any and all disputes, claims, or controversies between the parties hereto ("parties" specifically including, but not being limited to, any assignee of a party) arising out of or relating to this Lease that are not resolved by their mutual agreement shall be submitted to final and binding arbitration before JAMS, or its successor, at JAMS' office in Seattle, Washington (or, if none, at JAMS' office in the United States which is closest to Seattle, excluding any in Alaska), pursuant to the United States Arbitration Act, 9 U.S.C. Sec. 1, et seq. Either party may commence the arbitration process by filing a written demand for arbitration with JAMS at the designated office and concurrently sending a copy to the other party or parties. The arbitration will be conducted in accordance with the provisions of JAMS' Comprehensive Arbitration Rules and Procedures as in effect when the demand is filed. The parties to the dispute, claim, or controversy will cooperate with JAMS and each other in selecting an arbitrator from JAMS' panel of neutrals and in scheduling the arbitration proceedings. The costs and fees of JAMS and of the arbitrator shall be borne equally by the parties to the dispute, claim, or controversy. The

provisions of this Section are specifically enforceable by any court with subject matter jurisdiction sitting in King County, Washington. The party or parties seeking such enforcement shall be entitled to an award of all reasonable costs, fees, and expenses (including but not limited to attorneys fees) of such enforcement action against the party or parties, jointly and severally, against whom the court enters an order enforcing this Section.

38: ENTIRE AGREEMENT: This Agreement constitutes the entire agreement of Landlord and Tenant and supersedes all oral and written agreements and understandings made and entered into by the parties hereto prior to the date hereof. Except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Lease shall be binding upon Landlord and Tenant unless reduced to writing and signed by each of them.

39: SEVERABILITY: The invalidity of any provision of this Lease as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.

40: COUNTERPARTS: This Lease may be executed in counterparts, each of which shall be deemed an original, and all of which when taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the date first above written.

LANDLORD:

Kenmore Commercial LLC,
a Washington limited liability company

By: Mobeen Butte
Mobeen Butte, its partner

Date: 12-3-12

TENANT:

City of Kenmore,
a municipal corporation

By: Rob Karlinsey
Rob Karlinsey, its City Manager

Date: 12/3/12

STATE OF WASHINGTON)
)ss.
 COUNTY OF KING)

I certify that I know or have satisfactory evidence that Mobeen Akhtar Butte is the person who appeared before me, and said person acknowledged that Mobeen Akhtar Butte signed this instrument, on oath stated that he was authorized to execute this instrument and acknowledged it as the _____ of **Kenmore Commercial LLC**, a Washington limited liability company, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: 12-3-2012



Kathleen R. Hicks
 (Print name)

Notary public in and for the State of Washington,
 residing at Kenmore, King County
 My appointment expires: 1/01/2013

STATE OF WASHINGTON)
)ss.
 COUNTY OF KING)

I certify that I know or have satisfactory evidence that Rob Karlinsey is the person who appeared before me, and said person acknowledged that _____ signed this instrument, on oath stated that _____ was authorized to execute this instrument and acknowledged it as the City Manager of the **City of Kenmore**, a municipal corporation, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: 12-3-2012



Kathleen R. Hicks
 (Print name)

Notary public in and for the State of Washington,
 residing at Kenmore, King County
 My appointment expires: 1/01/2013

EXHIBIT A

LEGAL DESCRIPTION

The property of this leasing agreement is the property situated at 7204 Northeast 175th Street, Kenmore, Washington 98028.

And is further described as follows:

Lot 2, Ptn Lot 1, Lakewood Villa Tracts
Situate in the County of King, State of Washington.

EXHIBIT B

SITE PLAN

(Specifically identify Premises and parking areas designated for Tenant's exclusive use.)

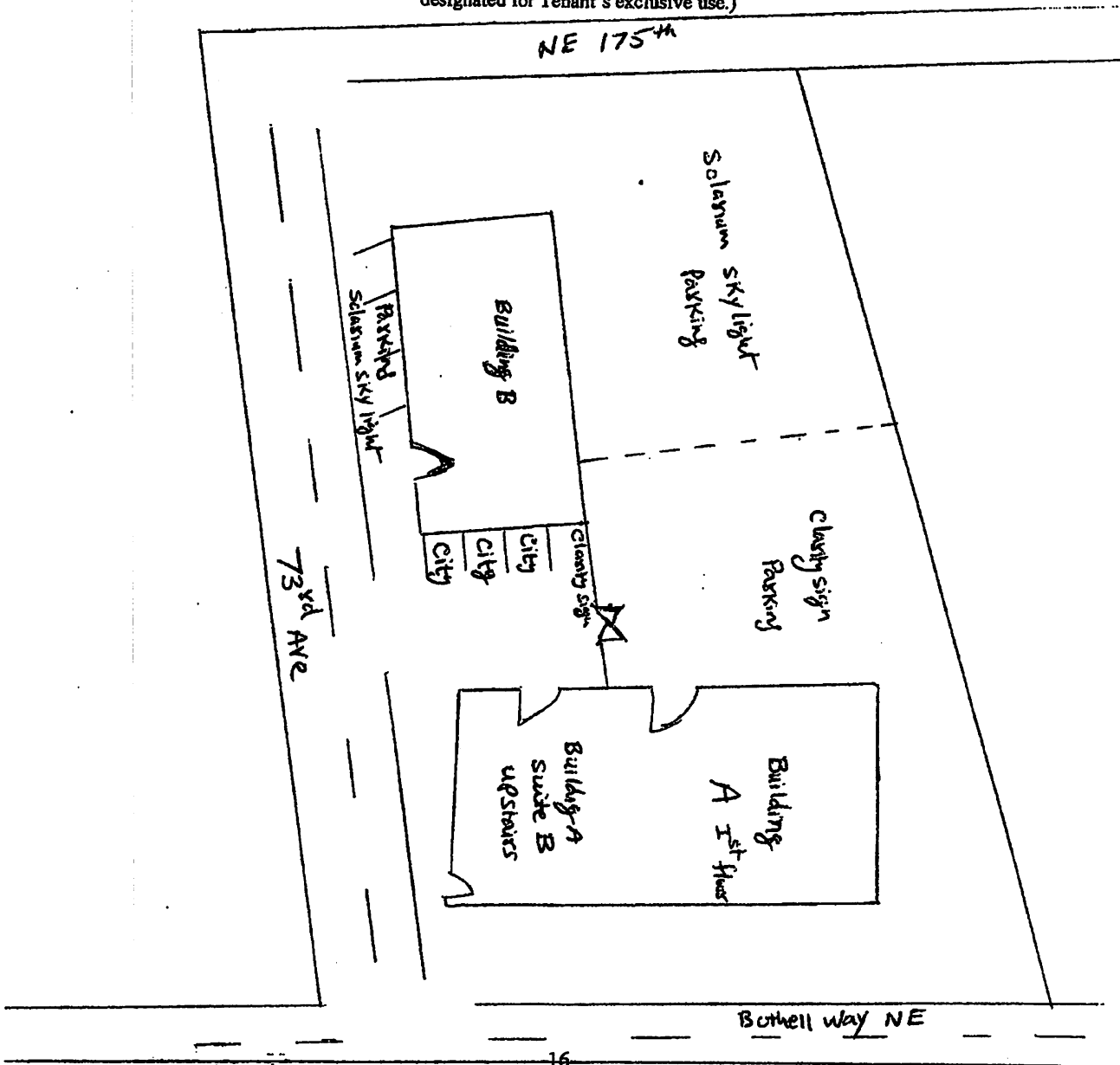


EXHIBIT C
OPERATING EXPENSE BUDGET

Property Taxes Paid in 2012	\$23,797
Building Insurance 8/25/2012 to 8/25/2013	\$ 3,835
Miscellaneous	\$ 1,300
Small Repairs	
Lot Cleaning	
TOTAL FOR 2012	<u>\$28,932</u>



PO Box 82607
KENMORE, WASHINGTON 98028

MEMORANDUM

TO: Rob Karlinsey, City Manager
FROM: Joanne Gregory, Finance Director *Joanne Gregory*
DATE: Feb. 2, 2018
RE: October 2017 Financial Reports for the City of Kenmore, Washington

October 2017 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
- Street Fund Summary
- Other Funds Graphs
- Investment Schedule
- 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

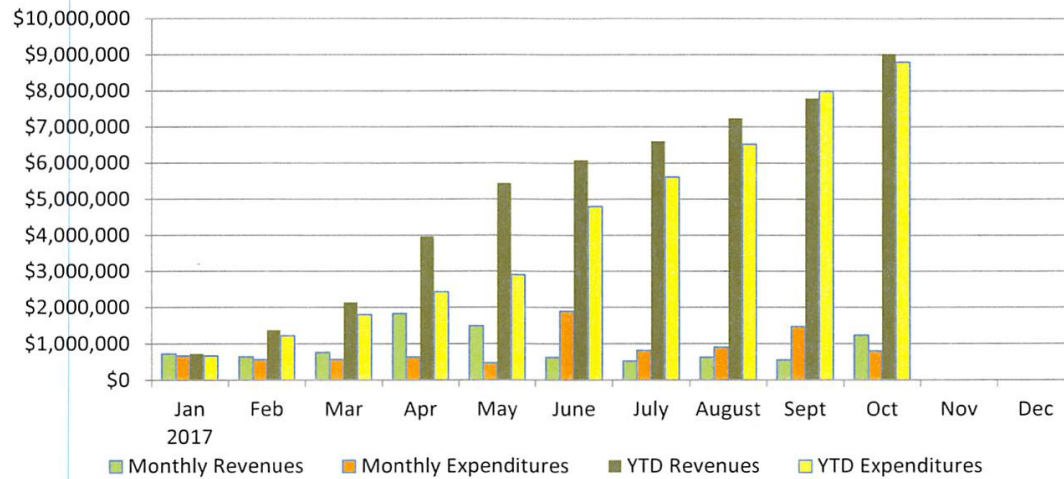
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

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, October is the tenth month (42%) of the 2017-2018 biennial budget period. For the month of October, revenues exceeded expenditures in the General Fund by \$434,674. Biennium to date revenues exceed expenditures by \$227,784.

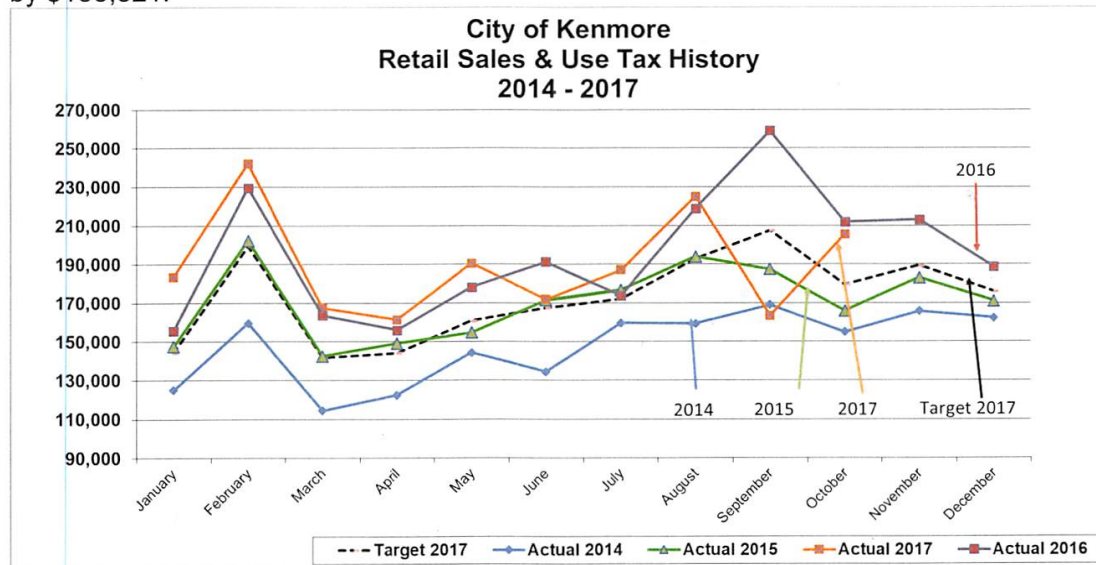
The following chart illustrates the monthly revenue and expenditure activity in the General Fund through October 2017.

City of Kenmore, Washington
Monthly Financial Report
October 2017



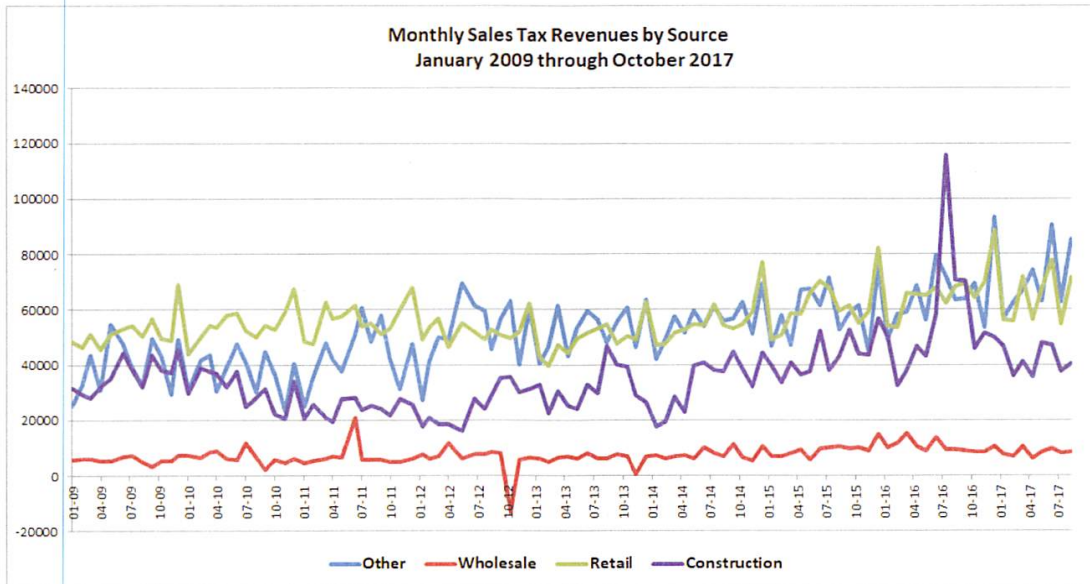
Total **revenues** for the month were **\$1,238,156**. Biennium to date revenues are \$9,026,150, which is 38% of the budgeted revenues of \$23,533,174. Primary sources of revenue for the month included property taxes in the amount of \$639,592, development fees & permits in the amount of \$103,143, retail sales and use taxes in the amount of \$205,522, franchise fees in the amount of \$79,511 and utility taxes in the amount of \$77,924.

A summary of sales tax revenues received in October is attached. These receipts are based on August sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last several years. The black dotted Target 2017 line is a monthly average of actual receipts during 2014, 2015, and 2016. The orange line represents 2017 actual receipts, which are \$39,527 below 2016, and ahead of 2017 target by \$188,821.

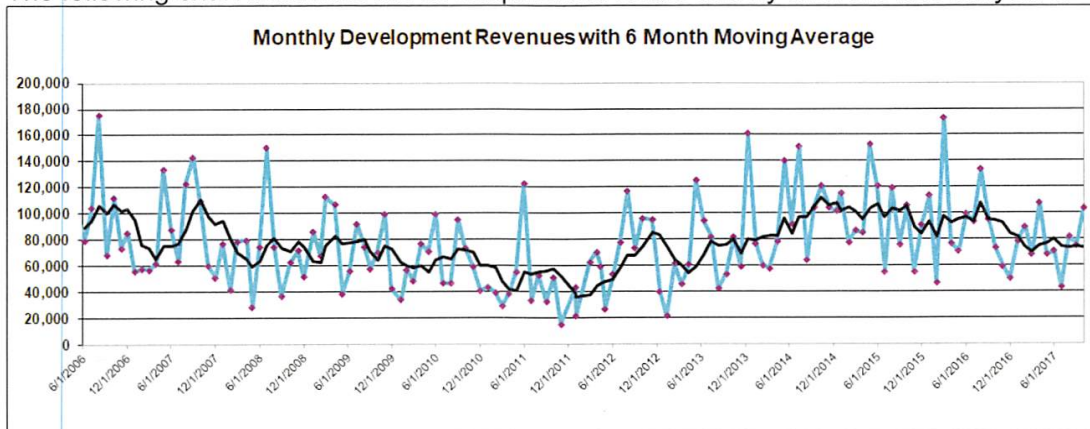


City of Kenmore, Washington
Monthly Financial Report
October 2017

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 October 2017. Retail and Other are on a favorable upward trend.



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



October 2017 expenditures were **\$803,482**. Biennium to date expenditures are \$8,798,366, which is 37% of the amended biennial budget expenditures of \$23,535,546.

Total City cash (\$16,075,953) and long term investments (\$11,964,893), at the end of October, totaled \$28,040,846. Proposition 1 levy funds of \$9.8M are included in this cash

City of Kenmore, Washington
Monthly Financial Report
October 2017

balance. The Other Funds Monthly Activity graphs compare biennium to date revenues and expenditures to the 2015-2016 biennial budget.

Total non-General Fund revenues were \$1,591,812 and total non-General Fund expenditures were \$1,879,911.

In the **Street Fund** revenue from gas tax distributions was \$43,697. \$92,452 was expended for maintenance and operations during the month.

In the **Transportation Capital Fund**, there were expenditures in the amount of \$317,910 on overlay projects and \$294,459 on design of the Juanita Drive Pedestrian & Bike Safety project. \$106,903 was expended on other sidewalk and safety projects. The fund had \$325,671 in grant reimbursements for the W. Sammamish Bridge & Sidewalk and safety projects during the month.

The **Park Impact Fee** fund received \$12,825 in revenues during the month.

There was \$27,961 in revenues for the **Transportation Impact Fee** fund during the month.

The **Real Estate Excise Tax Fund** received \$186,805 of real estate excise taxes (REET) in October from sales activity that occurred in September. 65 transactions were reported this month. The 2017 year to date revenue exceeds the 2016 revenue by \$241,239 and the 2017 target by \$415,419.

The **Kenmore Village Fund** expended \$2,065 for Special Events & Summer Movies during the month and recorded \$158,192 in revenue for the sale of the restaurant pad.

The **Walkways & Waterways Debt Service Fund** collected \$179,479 in property taxes related to the Prop 1 Bond for a biennium to date total of \$901,388.

The **Transportation Benefit District Fund** received \$27,804 in vehicle license fees during the month.

SUMMARY

This concludes the financial report for the City of Kenmore as of **October 31, 2017**. 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
October 31, 2017



	CURRENT PERIOD 2017-2018				PRIOR PERIOD 2015-2016			
	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	<u>October 2017</u>	<u>2017-2018</u>	<u>BUDGET</u>	<u>2017-2018</u>	<u>October 2015</u>	<u>2015-2016</u>	<u>BUDGET</u>	<u>2015-2016</u>
REVENUES								
Beginning Fund Balance		2,981,035		3,131,687				
Property Taxes	639,592	3,237,961	34.4%	9,408,704	765,605	3,246,319	35.8%	9,075,766
Sales and Use Taxes	260,357	2,408,662	44.8%	5,376,291	212,657	2,142,056	42.8%	5,000,532
Utility Taxes	77,924	1,052,833	38.7%	2,717,485	127,119	1,000,542	36.2%	2,763,390
Other Taxes	4,288	64,466	29.6%	218,113	3,453	46,608	41.3%	112,720
Development Fees & Permits	103,143	785,831	44.5%	1,764,518	105,944	996,456	46.3%	2,151,432
Franchise Fees	79,511	735,029	44.1%	1,668,476	120,264	722,453	44.5%	1,622,160
Intergovernmental and Grants	45,423	392,719	46.7%	841,615	46,955	324,628	45.9%	707,370
Investment Interest	6,034	147,865	284.4%	52,000	1,528	59,960	118.3%	50,700
Fines and Forfeitures	17,045	16,087	0.0%	0	-352	-3,434	n/a	0
Transfers and Other Revenues	4,840	184,697	12.4%	1,485,972	1,098	49,174	9.1%	541,200
Total Revenues	1,238,156	9,026,150	38.4%	23,533,174	1,384,271	8,584,762	39.0%	22,025,270
Total Revenues & Beginning Fund Balance		12,007,185		26,664,861				22,025,270

	CURRENT PERIOD 2017-2018				PRIOR PERIOD 2015-2014			
	MONTH	BIENNIUM TO DATE	% of	BUDGET	MONTH	BIENNIUM TO DATE	% of	BIENNIUM BUDGET
	<u>October 2017</u>	<u>2017-2018</u>	<u>BUDGET</u>	<u>2017-2018</u>	<u>October 2015</u>	<u>2015-2016</u>	<u>BUDGET</u>	<u>2015-2016</u>
EXPENDITURES								
Cost Center								
City Council	4,792	126,996	38.6%	329,426	11,369	132,812	40.4%	328,435
City Manager	97,098	1,260,983	37.9%	3,328,297	171,168	1,203,383	37.2%	3,233,222
City Clerk	20,492	195,074	45.9%	425,368	13,532	121,466	43.7%	277,683
Finance	37,321	779,594	46.6%	1,672,775	52,892	644,912	43.3%	1,490,155
Legal	9,737	199,381	39.9%	500,000	16,846	129,607	18.5%	700,000
Interfund Transfers	0	498,085	37.5%	1,328,228	0	0	0.0%	3,552,671
Public Safety	325,094	2,972,996	33.8%	8,806,304	214,907	2,930,897	35.9%	8,160,115
Engineering & Environmental Services	51,850	602,609	42.6%	1,415,011	135,534	817,045	46.9%	1,743,950
Community Development	49,283	491,496	28.7%	1,715,510	41,010	340,955	41.1%	830,030
Developmental Services	88,990	894,134	43.2%	2,071,288	93,042	723,101	41.2%	1,755,050
Parks & Facility Maintenance	118,825	777,017	40.0%	1,943,339	76,231	670,464	33.0%	2,029,409
Total Expenditures	803,482	8,798,366	37.4%	23,535,546	826,531	7,714,642	32.0%	24,100,720
Ending Fund Balance		3,208,820		3,129,315			0.0%	-2,075,450
Total Expenditures and Ending Fund Balance		12,007,185		26,664,861				22,025,270

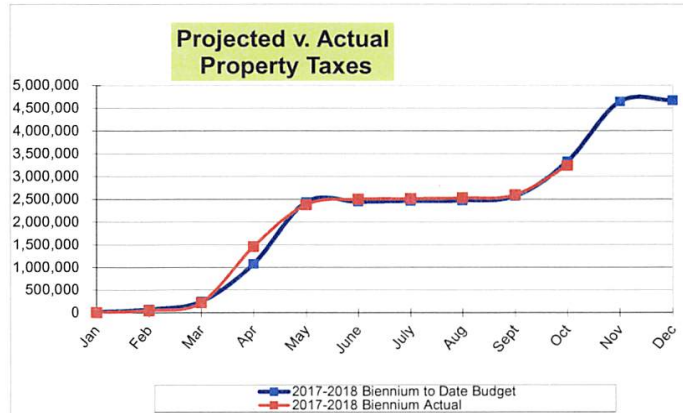
*Non-Departmental expenditures have been moved to other General Fund Cost Centers

**City of Kenmore, Washington
General Fund Revenue Graphs
October 31, 2017**

PROPERTY TAXES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	14,999	7,159
Feb	72,766	52,998
Mar	244,307	216,659
Apr	1,080,675	1,458,691
May	2,436,106	2,381,369
June	2,449,155	2,502,483
July	2,462,094	2,513,673
Aug	2,475,845	2,532,303
Sept	2,569,762	2,598,369
Oct	3,327,586	3,237,961
Nov	4,641,977	
Dec	4,668,509	

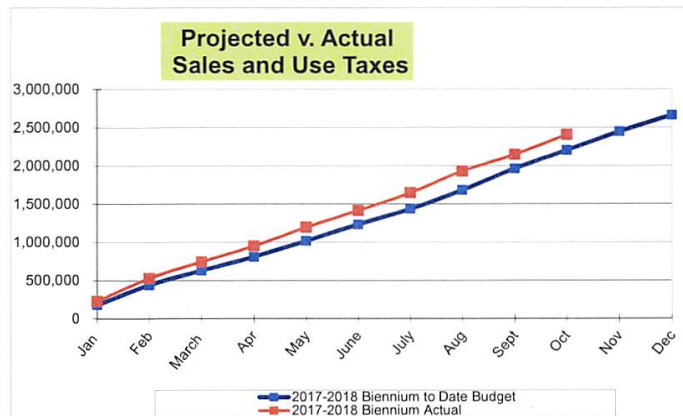
Year To Date
Actual v. Projected 97%



SALES, USE, CRIM JUSTICE TAXES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	181,988	230,735
Feb	444,109	532,573
March	630,669	745,832
Apr	810,768	950,976
May	1,017,858	1,195,423
June	1,233,592	1,414,459
July	1,434,497	1,649,245
Aug	1,683,249	1,931,738
Sept	1,964,078	2,148,304
Oct	2,203,743	2,408,662
Nov	2,446,195	
Dec	2,661,530	

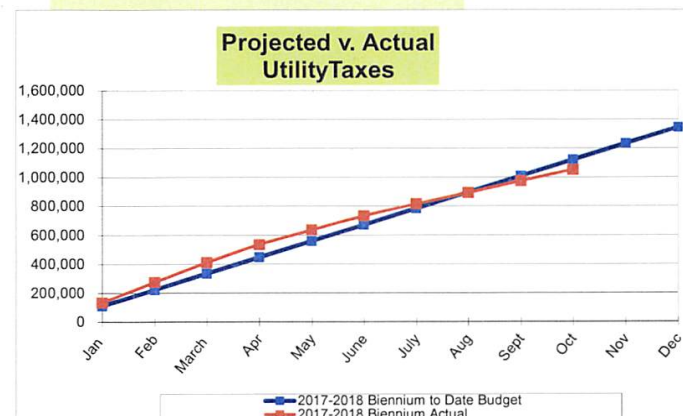
Year To Date
Actual v. Projected 109%



UTILITY TAXES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	112,108	135,701
Feb	224,215	276,651
March	336,323	411,873
Apr	448,430	536,574
May	560,538	637,705
June	672,645	734,068
July	784,753	815,857
Aug	896,860	894,394
Sept	1,008,968	974,909
Oct	1,121,075	1,052,833
Nov	1,233,183	
Dec	1,345,290	

Year To Date
Actual v. Projected 94%

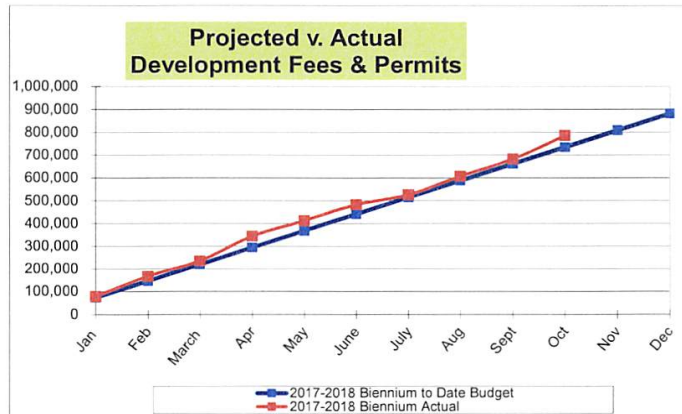


**City of Kenmore, Washington
General Fund Revenue Graphs
October 31, 2017**

DEVELOPMENT FEES & PERMITS

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	73,522	78,185
Feb	147,043	167,832
March	220,565	235,930
Apr	294,086	343,704
May	367,608	412,106
June	441,130	482,823
July	514,651	525,803
Aug	588,173	607,355
Sept	661,694	682,688
Oct	735,216	785,831
Nov	808,737	
Dec	882,259	

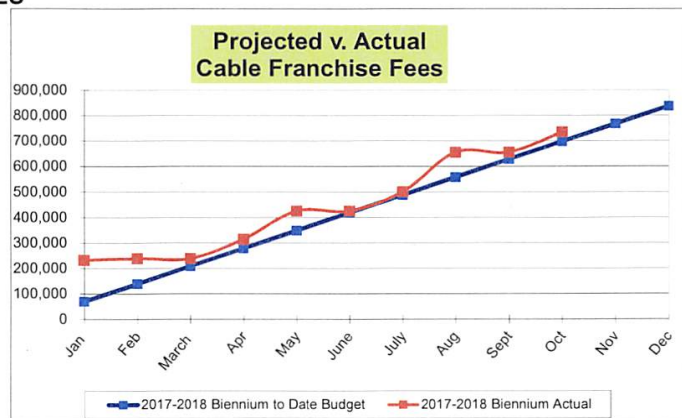
Year To Date
Actual v. Projected 107%



CABLE/WATER/SEWER FRANCHISE FEES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	69,791	232,484
Feb	139,582	239,162
March	209,374	239,162
Apr	279,165	315,423
May	348,956	425,607
June	418,747	425,607
July	488,538	501,554
Aug	558,329	655,518
Sept	628,121	655,518
Oct	697,912	735,029
Nov	767,703	
Dec	837,494	

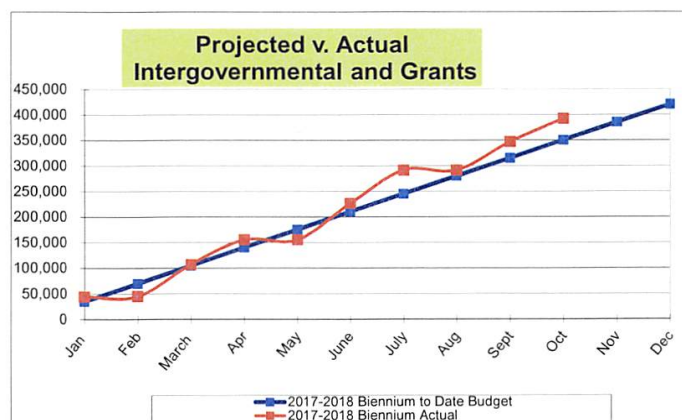
Year To Date
Actual v. Projected 105%



INTERGOVERNMENTAL & GRANTS

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	35,067	44,456
Feb	70,135	45,189
March	105,202	107,311
Apr	140,269	155,316
May	175,337	155,316
June	210,404	226,540
July	245,471	292,059
Aug	280,539	292,059
Sept	315,606	347,297
Oct	350,673	392,719
Nov	385,741	
Dec	420,808	

Year To Date
Actual v. Projected 112%

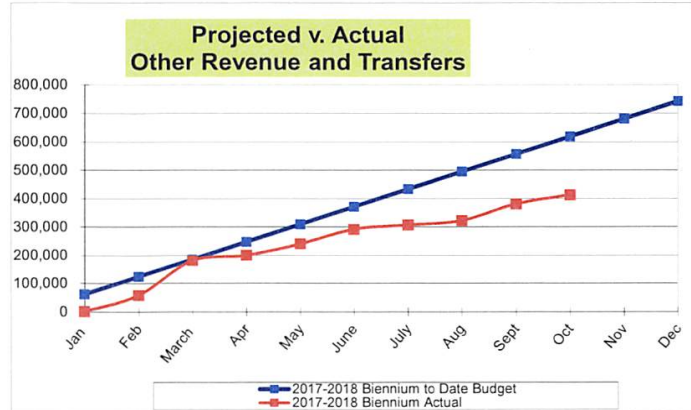


**City of Kenmore, Washington
General Fund Revenue Graphs
October 31, 2017**

OTHER REVENUES AND TRANSFERS

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	61,916	999
Feb	123,831	58,260
March	185,747	181,032
Apr	247,662	200,565
May	309,578	240,545
June	371,493	291,769
July	433,409	306,836
Aug	495,324	322,815
Sept	557,240	380,909
Oct	619,155	413,115
Nov	681,071	
Dec	742,986	

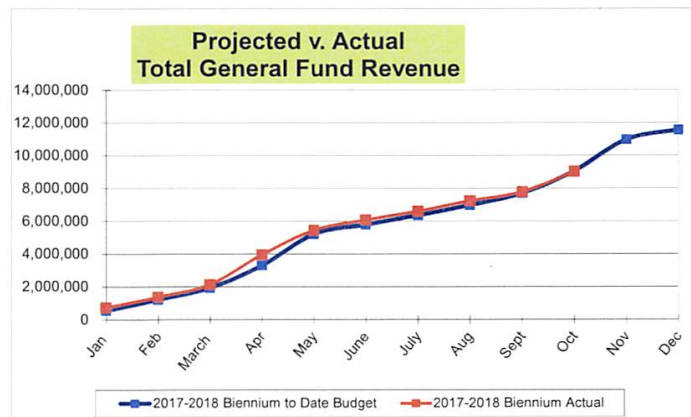
Year To Date
Actual v. Projected 67%



TOTAL GENERAL FUND REVENUE

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	549,390	729,719
Feb	1,221,682	1,372,665
March	1,932,185	2,137,799
Apr	3,301,055	3,961,250
May	5,215,979	5,448,071
June	5,797,166	6,077,749
July	6,363,413	6,605,027
Aug	6,978,318	7,236,181
Sept	7,705,468	7,787,994
Oct	9,055,360	9,026,150
Nov	10,964,605	
Dec	11,558,876	

Year To Date
Actual v. Projected 100%

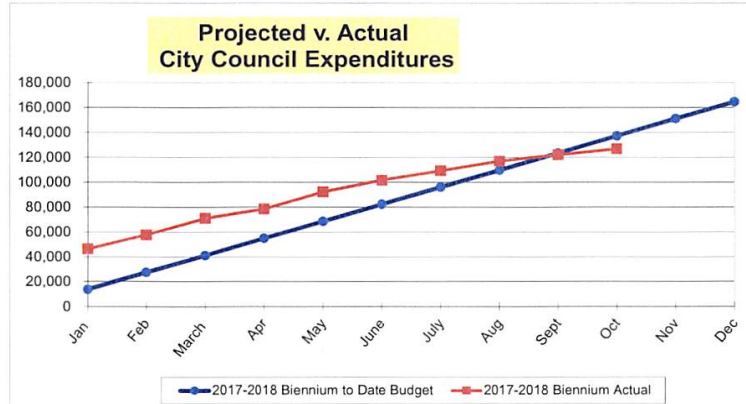


**City of Kenmore, Washington
General Fund Expenditure Graphs
October 31, 2017**

CITY COUNCIL

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	13,726	46,414
Feb	27,452	57,756
March	41,178	71,061
Apr	54,904	78,512
May	68,630	92,211
June	82,357	101,705
July	96,083	109,302
Aug	109,809	117,178
Sept	123,535	122,204
Oct	137,261	126,996
Nov	150,987	
Dec	164,713	

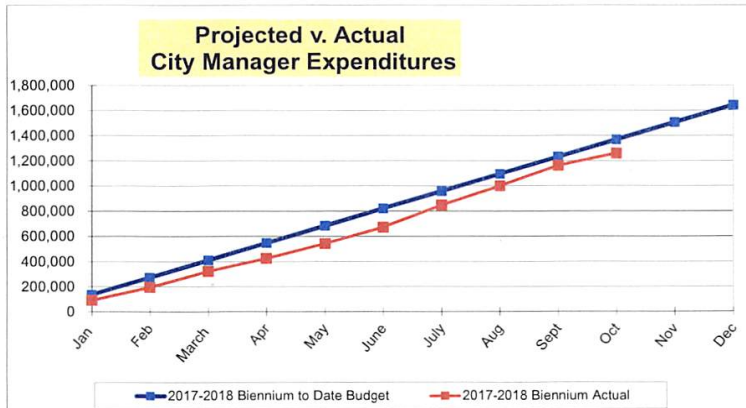
Year To Date
Actual v. Projected 93%



CITY MANAGER

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	136,941	90,835
Feb	273,882	194,928
March	410,822	323,868
Apr	547,763	425,830
May	684,704	542,534
June	821,645	674,090
July	958,585	848,662
Aug	1,095,526	999,570
Sept	1,232,467	1,163,885
Oct	1,369,408	1,260,983
Nov	1,506,348	
Dec	1,643,289	

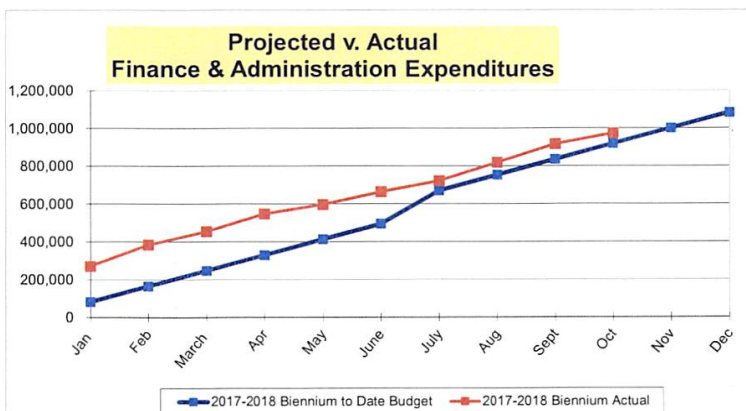
Year To Date
Actual v. Projected 92%



FINANCE & ADMINISTRATION

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	82,497	271,806
Feb	164,993	384,964
March	247,490	454,949
Apr	329,987	548,666
May	412,483	598,014
June	494,980	665,107
July	671,402	723,491
Aug	753,898	819,229
Sept	836,395	916,855
Oct	918,892	974,668
Nov	1,001,388	
Dec	1,083,885	

Year To Date
Actual v. Projected 106%

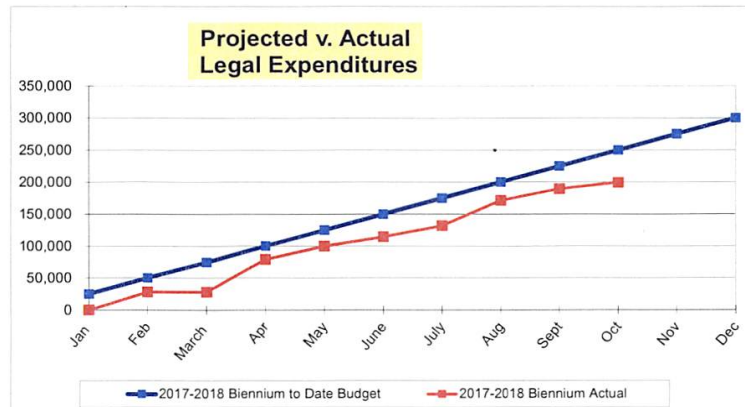


City of Kenmore, Washington
General Fund Expenditure Graphs
October 31, 2017

LEGAL

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	25,000	0
Feb	50,000	27,989
March	75,000	27,989
Apr	100,000	79,303
May	125,000	99,777
June	150,000	114,760
July	175,000	132,113
Aug	200,000	171,567
Sept	225,000	189,643
Oct	250,000	199,381
Nov	275,000	
Dec	300,000	

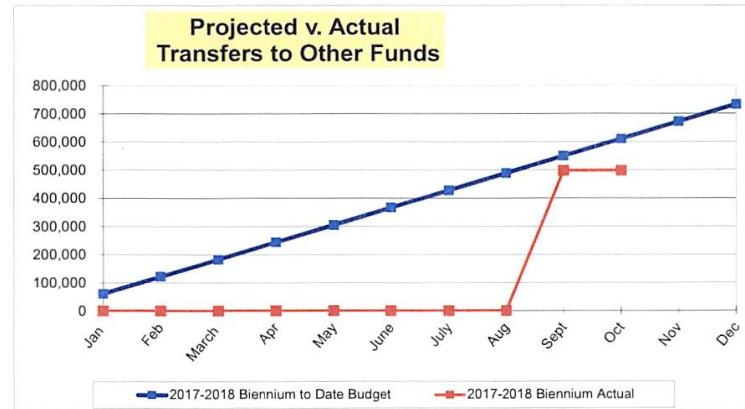
Year To Date
 Actual v. Projected 80%



TRANSFERS TO OTHER FUNDS

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	61,096	0
Feb	122,192	0
March	183,288	0
Apr	244,384	0
May	305,480	0
June	366,576	0
July	427,671	0
Aug	488,767	0
Sept	549,863	498,085
Oct	610,959	498,085
Nov	672,055	
Dec	733,151	

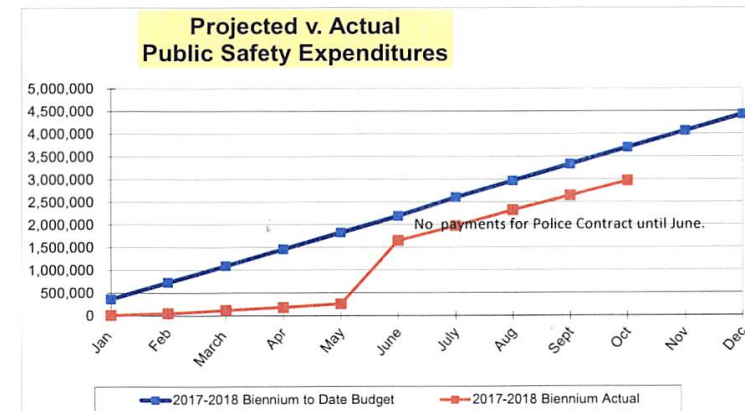
Year To Date
 Actual v. Projected 82%



PUBLIC SAFETY

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	364,846	14,595
Feb	729,692	55,395
March	1,094,538	123,579
Apr	1,459,384	183,567
May	1,824,230	256,351
June	2,189,076	1,647,260
July	2,603,922	1,975,736
Aug	2,968,768	2,319,390
Sept	3,333,614	2,647,903
Oct	3,698,460	2,972,996
Nov	4,063,306	
Dec	4,428,152	

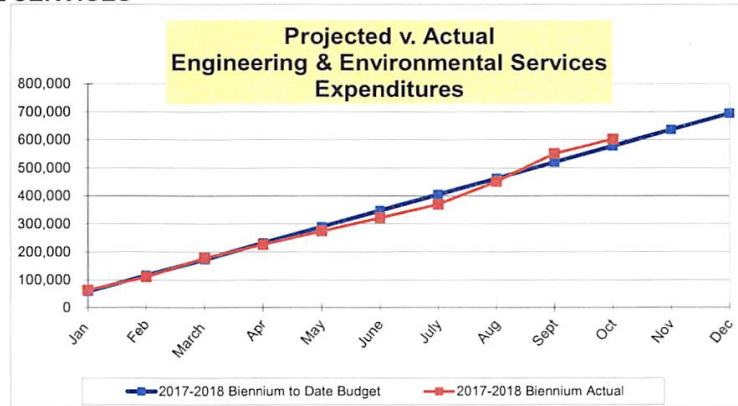
Year To Date
 Actual v. Projected 80%



City of Kenmore, Washington
General Fund Expenditure Graphs
October 31, 2017
ENGINEERING & ENVIRONMENTAL SERVICES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	57,834	63,600
Feb	115,668	110,964
March	173,503	179,003
Apr	231,337	225,551
May	289,171	274,037
June	347,005	320,683
July	404,839	369,766
Aug	462,673	451,218
Sept	520,508	550,760
Oct	578,342	602,609
Nov	636,176	
Dec	694,010	

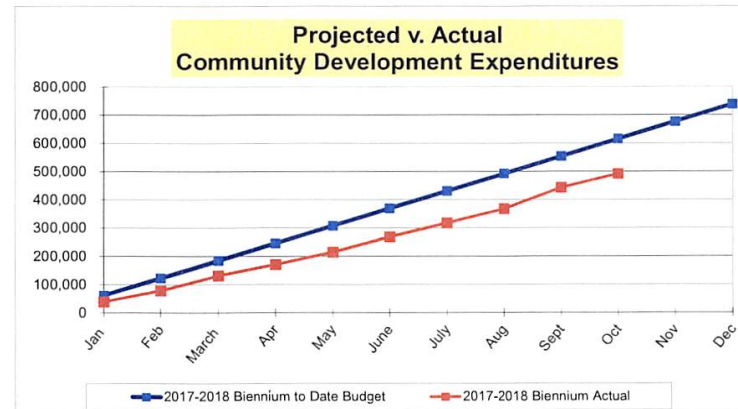
Year To Date
 Actual v. Projected 104%



COMMUNITY DEVELOPMENT

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	61,496	38,519
Feb	122,992	78,385
March	184,488	131,963
Apr	245,984	170,919
May	307,480	214,335
June	368,976	268,408
July	430,471	317,529
Aug	491,967	367,246
Sept	553,463	442,213
Oct	614,959	491,496
Nov	676,455	
Dec	737,951	

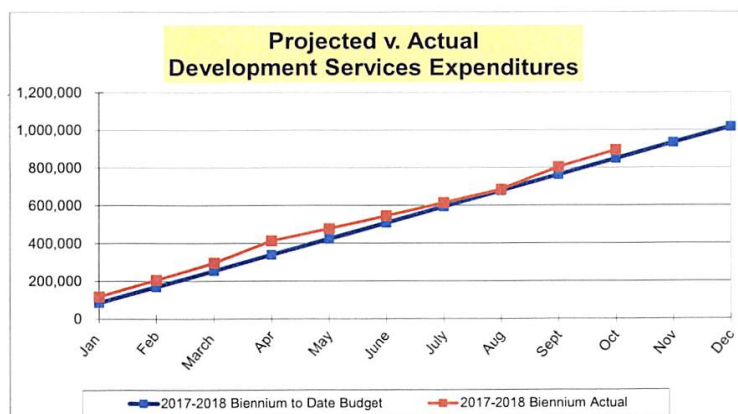
Year To Date
 Actual v. Projected 80%



DEVELOPMENT SERVICES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	84,805	117,098
Feb	169,611	206,499
March	254,416	296,791
Apr	339,221	414,588
May	424,027	478,600
June	508,832	545,646
July	593,637	613,857
Aug	678,443	685,004
Sept	763,248	805,144
Oct	848,053	894,134
Nov	932,859	
Dec	1,017,664	

Year To Date
 Actual v. Projected 105%

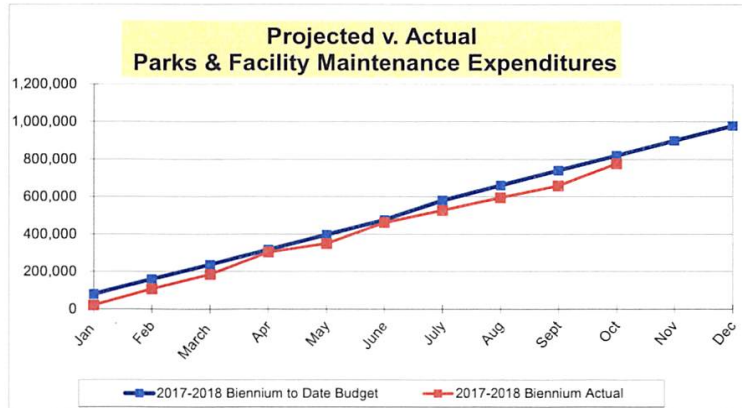


**City of Kenmore, Washington
General Fund Expenditure Graphs
October 31, 2017**

PARKS & FACILITY MAINTENANCE

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	79,476	21,351
Feb	158,951	106,851
March	238,427	185,322
Apr	317,902	304,281
May	397,378	350,322
June	476,853	462,101
July	581,329	526,908
Aug	660,804	595,730
Sept	740,280	658,192
Oct	819,755	777,017
Nov	899,231	
Dec	978,706	

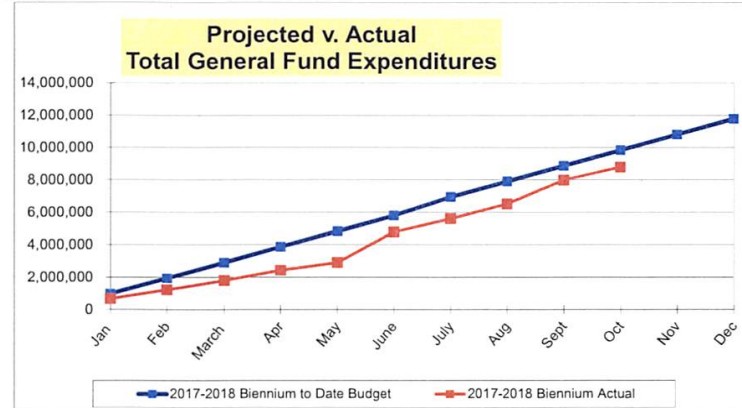
Year To Date
Actual v. Projected 95%



TOTAL GENERAL FUND EXPENDITURES

	2017-2018 Biennium to Date Budget	2017-2018 Biennium Actual
Jan	967,716	664,218
Feb	1,935,433	1,223,732
March	2,903,149	1,794,525
Apr	3,870,865	2,431,218
May	4,838,582	2,906,179
June	5,806,298	4,799,760
July	6,942,939	5,617,363
Aug	7,910,656	6,526,131
Sept	8,878,372	7,994,883
Oct	9,846,088	8,798,366
Nov	10,813,805	
Dec	11,781,521	

Year To Date
Actual v. Projected 89%



**City of Kenmore, Washington
Street Fund Summary Report
October 31, 2017**



	MONTH	BIENNIUM TO DATE	% of	BUDGET
	<u>October 2017</u>	<u>2017-2018</u>	<u>BUDGET</u>	<u>2017-2018</u>
<u>REVENUES</u>				
Beginning Fund Balance		790,989		861,602
Fuel Tax	43,697	398,385	41.1%	969,604
Investment Interest	819	1,064	-	6,000
Miscellaneous	132	62,712	-	1,500
ROW Permit Fees/Inspections	49,484	90,192	41.0%	220,000
Multimodal Transportation	0	15,472	33.5%	46,200
Transfer from General Fund	0	375,000	37.5%	1,000,000
Transfer from TBD	0	0	0.0%	669,000
Total Revenues	94,132	942,825	32.4%	2,912,304

Total Revenues & Beginning Fund Balance	1,733,814	3,773,906
--	------------------	------------------

	BIENNIUM TO DATE	% of	BUDGET
	<u>2017-2018</u>	<u>BUDGET</u>	<u>2017-2018</u>
<u>EXPENDITURES</u>			
Salary and Benefits	23,747	340,861	36.3%
Maintenance & Operations	92,452	694,283	36.0%
Capital	15,403	105,784	264.5%
Total Expenditures	131,601	1,140,929	39.2%

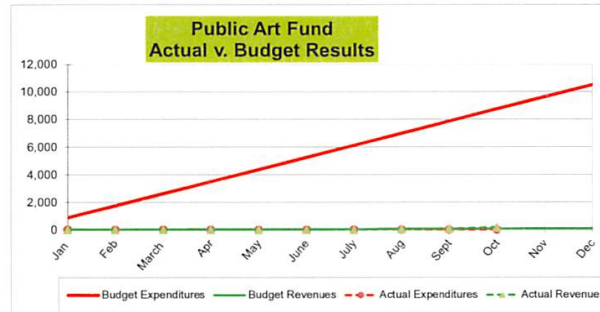
Ending Fund Balance	592,885	864,897
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Total Expenditures and Ending Fund Balance	1,733,814	3,773,906
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City of Kenmore, Washington
Other Funds Monthly Activity
October 31, 2017

PUBLIC ART FUND

	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	875	0	6	0
Feb	1,750	0	13	0
March	2,625	0	19	0
Apr	3,500	0	25	0
May	4,375	0	31	0
June	5,250	0	38	0
July	6,125	0	44	0
Aug	7,000	0	50	51
Sept	7,875	0	56	73
Oct	8,750	0	63	166
Nov	9,625		69	
Dec	10,500		75	
2017-18	11,000		150	
Total Actual to Date vs Total Budget		0%		111%

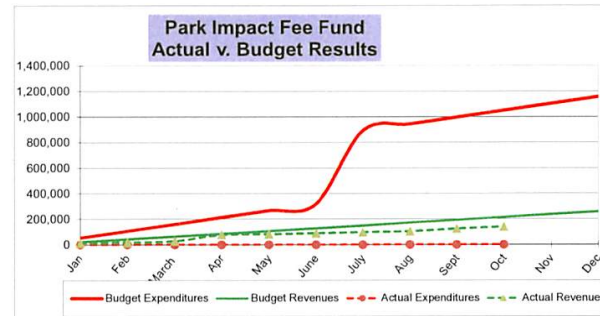


This fund accounts for public art authorized by Ordinance 01-0115. One percent (1%) of public project construction contracts is contributed to this fund to provide for public art displays or performing arts events as authorized by the City Council.

0

PARK IMPACT FEE FUND

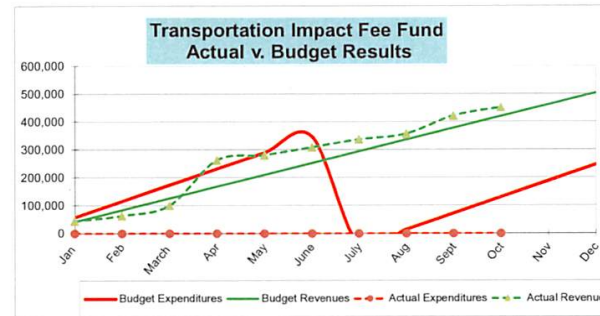
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	53,292	0	21,417	12,825
Feb	106,583	0	42,833	17,955
March	159,875	0	64,250	28,215
Apr	213,167	0	85,667	77,244
May	266,458	0	107,083	82,374
June	319,750	0	128,500	90,069
July	890,418	0	149,917	97,764
Aug	943,709	0	171,333	103,859
Sept	997,001	0	192,750	124,803
Oct	1,050,293	0	214,167	139,450
Nov	1,103,584		235,583	
Dec	1,156,876		257,000	
2017-18	1,271,876		412,000	
Total Actual to Date vs Total Budget		0%		34%



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

TRANSPORTATION IMPACT FEE FUND

	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	57,884	0	41,958	44,829
Feb	115,768	0	83,917	63,470
March	173,651	0	125,875	100,752
Apr	231,535	0	167,833	262,204
May	289,419	0	209,792	280,845
June	347,303	0	251,750	308,806
July	43,129	0	293,708	336,767
Aug	14,755	0	335,667	356,881
Sept	72,639	0	377,625	421,747
Oct	130,523	0	419,583	451,919
Nov	188,406		461,542	
Dec	246,290		503,500	
2017-18	533,783		905,500	
Total Actual to Date vs Total Budget		0%		50%

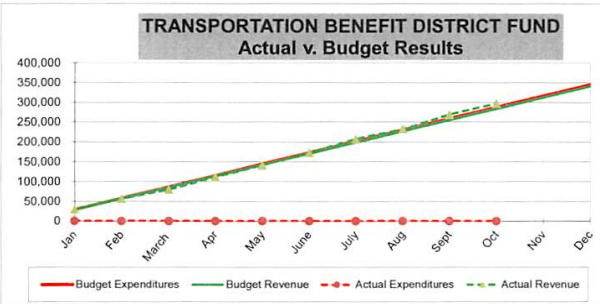


This fund accounts for City imposed transportation impact fees on new development. Expenditures are for public transportation improvements.

City of Kenmore, Washington
Other Funds Monthly Activity
October 31, 2017

TRANSPORTATION BENEFIT DISTRICT FUND

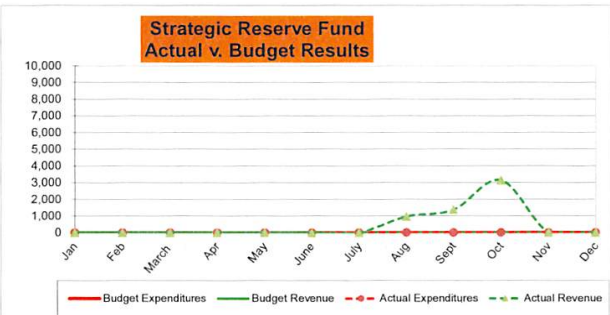
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	28,750	0	28,367	29,680
Feb	57,500	0	56,733	56,430
March	86,250	0	85,100	79,992
Apr	115,000	0	113,467	111,336
May	143,750	0	141,833	140,838
June	172,500	0	170,200	172,300
July	201,250	0	198,567	207,088
Aug	230,000	0	226,933	232,576
Sept	258,750	0	255,300	268,680
Oct	287,500	0	283,667	296,981
Nov	316,250		312,033	
Dec	345,000		340,400	
2017-18	669,000		680,800	
Total Actual to Date vs Total Budget		0%		44%



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

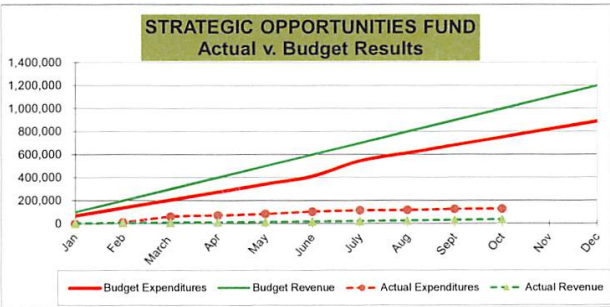
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	0	0	0	0
Feb	0	0	0	0
March	0	0	0	0
Apr	0	0	0	0
May	0	0	0	0
June	0	0	0	0
July	0	0	0	0
Aug	0	0	0	959
Sept	0	0	0	1,373
Oct	0	0	0	3,137
Nov	0	0	0	0
Dec	0	0	0	0
2017-18	0	0	0	0
Total Actual to 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

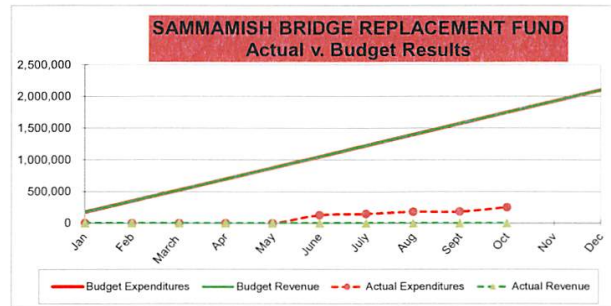
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	68,750	193	99,750	3,525
Feb	137,500	13,476	199,501	6,525
March	206,250	61,884	299,251	9,375
Apr	275,000	73,327	399,001	12,075
May	343,750	85,704	498,751	15,230
June	412,500	105,921	598,502	18,510
July	544,950	116,212	698,252	22,810
Aug	613,700	118,477	798,002	26,541
Sept	682,450	127,574	897,752	31,671
Oct	751,200	129,380	997,503	37,444
Nov	819,950		1,097,253	
Dec	888,700		1,197,003	
2017-18	1,634,900		1,217,946	
Total Actual to Date vs Total Budget		8%		3%



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 2015-16, the Business Incubator expenditures are budgeted in this fund.

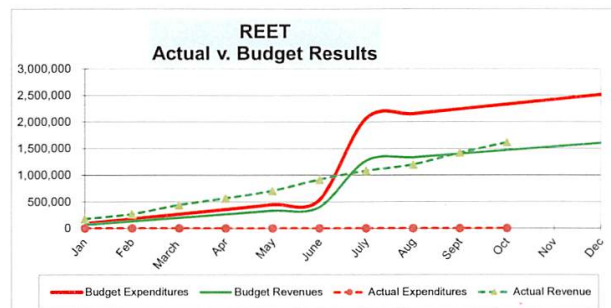
City of Kenmore, Washington
Other Funds Monthly Activity
October 31, 2017

SAMMAMISH BRIDGE REPLACEMENT FUND				
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	174,914	0	174,914	0
Feb	349,827	0	349,827	0
March	524,741	0	524,741	0
Apr	699,654	0	699,654	0
May	874,568	0	874,568	0
June	1,049,481	126,094	1,049,481	0
July	1,224,395	145,376	1,224,395	0
Aug	1,399,308	180,995	1,399,308	0
Sept	1,574,222	183,984	1,574,222	0
Oct	1,749,135	251,029	1,749,135	0
Nov	1,924,049		1,924,049	
Dec	2,098,962		2,098,962	
2017-18	3,009,961		3,009,961	
Total Actual to Date vs Total Budget		8%		0%



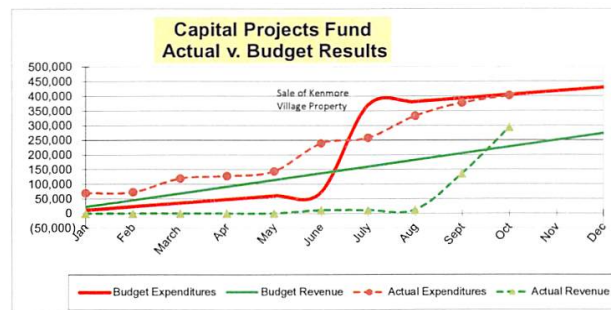
The Sammamish Bridge Replacement fund is a fund used to put money aside for the replacement of the West Sammamish bridge.

REAL ESTATE EXCISE TAX FUND				
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	89,596	0	66,833	176,657
Feb	179,193	0	133,667	270,792
March	268,789	0	200,500	440,878
Apr	358,385	0	267,333	567,123
May	447,982	0	334,167	706,544
June	537,578	0	401,000	917,974
July	2,065,104	0	1,267,833	1,081,112
Aug	2,154,701	0	1,334,667	1,198,562
Sept	2,244,297	0	1,401,500	1,421,554
Oct	2,333,893	0	1,468,333	1,614,038
Nov	2,423,490		1,535,167	
Dec	2,513,086		1,602,000	
2017-18	3,622,825		2,203,000	
Total Actual to Date vs Total Budget		0%		73%



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				
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	12,096	70,105	22,779	0
Feb	24,192	72,838	45,559	0
March	36,288	119,626	68,338	0
Apr	48,384	127,948	91,117	27
May	60,480	144,017	113,896	27
June	72,576	239,277	136,676	10,821
July	369,237	258,282	159,455	10,821
Aug	381,333	332,743	182,234	12,342
Sept	393,429	377,671	205,013	135,463
Oct	405,525	402,565	227,793	294,011
Nov	417,621		250,572	
Dec	429,717		273,351	
2017-18	576,794		424,628	
Total Actual to Date vs Total Budget		70%		69%

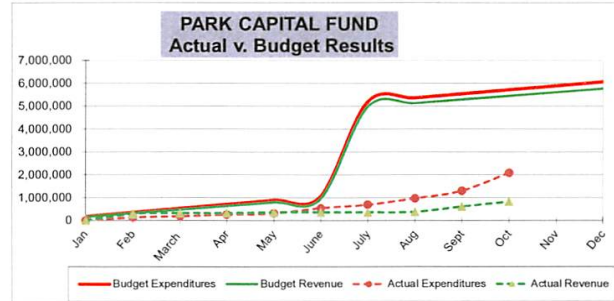


The Kenmore Village Fund accounts for leasing activity and property transactions within Kenmore Village

City of Kenmore, Washington
Other Funds Monthly Activity
October 31, 2017

PARK CAPITAL FUND

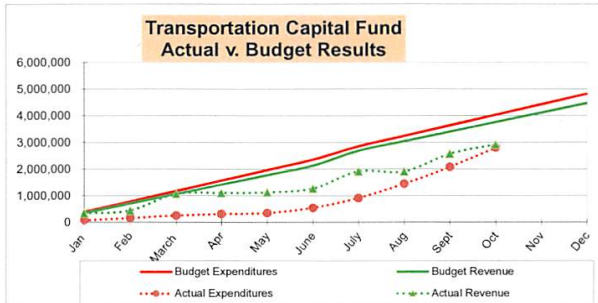
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	176,003	1,170	158,341	0
Feb	352,005	133,385	316,683	288,046
March	528,008	187,325	475,024	326,050
Apr	704,010	261,037	633,365	326,050
May	880,013	308,011	791,706	353,859
June	1,056,016	540,453	950,048	353,859
July	5,184,894	689,496	4,967,265	353,859
Aug	5,360,897	968,179	5,125,606	374,767
Sept	5,536,899	1,298,920	5,283,947	607,504
Oct	5,712,902	2,086,893	5,442,289	822,185
Nov	5,888,904		5,600,630	
Dec	6,064,907		5,758,971	
2017-18	8,446,832		8,190,896	
Total Actual to Date vs Total Budget		25%		10%



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

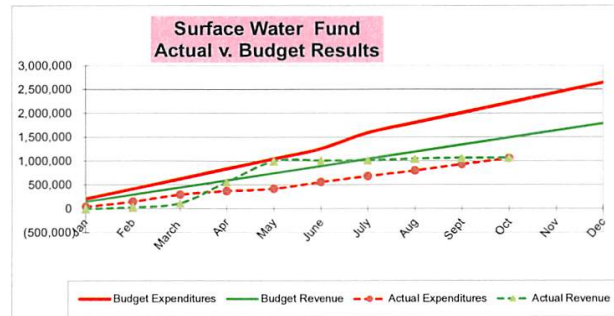
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	392,880	81,707	354,697	340,478
Feb	785,760	161,860	709,393	444,924
March	1,178,640	256,638	1,064,090	1,067,839
Apr	1,571,520	314,233	1,418,787	1,101,573
May	1,964,400	352,349	1,773,483	1,123,091
June	2,357,280	546,266	2,128,180	1,266,260
July	2,852,605	915,095	2,689,992	1,908,336
Aug	3,245,485	1,448,725	3,044,688	1,908,336
Sept	3,638,365	2,083,259	3,399,385	2,574,586
Oct	4,031,245	2,802,531	3,754,082	2,919,207
Nov	4,424,125		4,108,778	
Dec	4,817,005		4,463,475	
2017-18	9,529,005		9,316,326	
Total Actual to Date vs Total Budget		29%		31%



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

	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	209,955	44,444	148,867	(3,295)
Feb	419,909	151,830	297,733	30,960
March	629,864	300,057	446,600	113,869
Apr	839,819	374,351	595,467	556,020
May	1,049,773	421,948	744,333	996,212
June	1,259,728	563,736	893,200	1,010,840
July	1,594,683	685,815	1,042,067	1,015,847
Aug	1,804,637	801,345	1,190,933	1,048,689
Sept	2,014,592	936,691	1,339,800	1,067,199
Oct	2,224,547	1,059,486	1,488,667	1,067,199
Nov	2,434,501		1,637,533	
Dec	2,644,456		1,786,400	
2017-18	4,854,487		3,543,400	
Total Actual to Date vs Total Budget		22%		30%



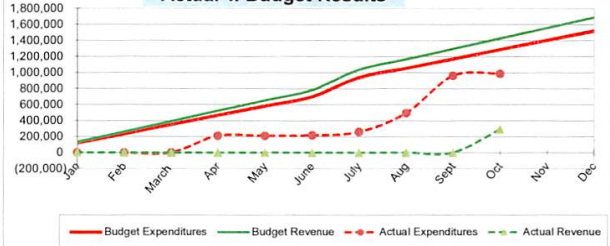
This fund accounts for receipts from surface water assessments. The assessments are collected through the property tax billings; the majority of the receipts are collected in May and November. Expenditures are for surface water maintenance activities such as sweeping and drainage as well as capital improvements.

City of Kenmore, Washington
Other Funds Monthly Activity
October 31, 2017

SURFACE WATER CAPITAL FUND

	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	116,303	0	130,220	0
Feb	232,606	0	260,439	0
March	348,909	1,195	390,659	0
Apr	465,211	209,700	520,878	0
May	581,514	209,700	651,098	0
June	697,817	215,213	781,317	0
July	939,120	258,495	1,036,537	0
Aug	1,055,423	493,282	1,166,756	0
Sept	1,171,726	962,648	1,296,976	0
Oct	1,288,028	987,174	1,427,195	289,813
Nov	1,404,331		1,557,415	
Dec	1,520,634		1,687,634	
2017-18	3,583,634		3,750,634	
Total Actual to Date vs Total Budget		28%		8%

Surface Water Fund Capital Actual v. Budget Results

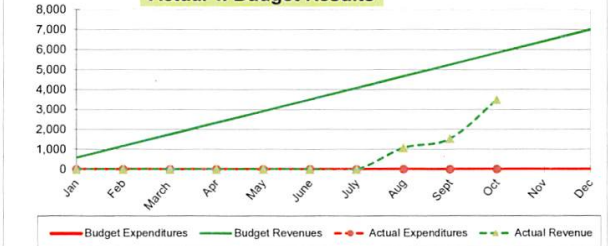


This fund accounts for the expenditures for Surface Water Capital Improvements. Revenue sources for this fund include a variety of federal, state, or local grants, surface water management fees transferred from the Surface Water Management Fund and real estate excise taxes.

SWAMP CREEK BASIN FUND

	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	0	0	583	0
Feb	0	0	1,167	0
March	0	0	1,750	0
Apr	0	0	2,333	0
May	0	0	2,917	0
June	0	0	3,500	0
July	0	0	4,083	0
Aug	0	0	4,667	1,065
Sept	0	0	5,250	1,525
Oct	0	0	5,833	3,485
Nov	0		6,417	
Dec	0		7,000	
2017-18	0		14,000	
Total Actual to Date vs Total Budget		0%		25%

Swamp Creek Basin Fund Actual v. Budget Results

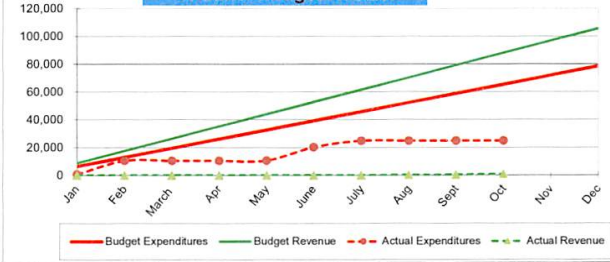


This fund accounts for the Memorandum of Agreement with King County which provided funds reserved for surface water projects, improvements, and maintenance within the Swamp Creek Basin.

EQUIPMENT REPLACEMENT FUND

	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	6,542	756	8,791	0
Feb	13,083	10,587	17,582	0
March	19,625	10,587	26,373	0
Apr	26,167	10,587	35,164	0
May	32,708	10,717	43,955	0
June	39,250	20,250	52,747	0
July	45,792	24,882	61,538	0
Aug	52,333	24,882	70,329	271
Sept	58,875	24,882	79,120	388
Oct	65,417	24,882	87,911	888
Nov	71,958		96,702	
Dec	78,500		105,493	
2017-18	119,000		210,986	
Total Actual to Date vs Total Budget		21%		0%

Equipment Replacement Fund Actual v. Budget Results

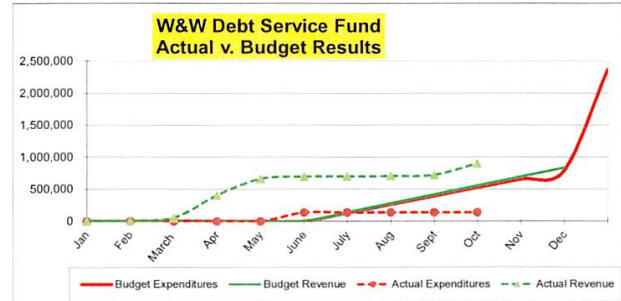


This fund is used to maintain a reserve for future replacement of equipment, including, but not limited to furniture, computers and vehicles. Payments are received from various operating departments and funds that benefit from or use the assets.

City of Kenmore, Washington
Other Funds Monthly Activity
October 31, 2017

W & W DEBT SERVICE FUND

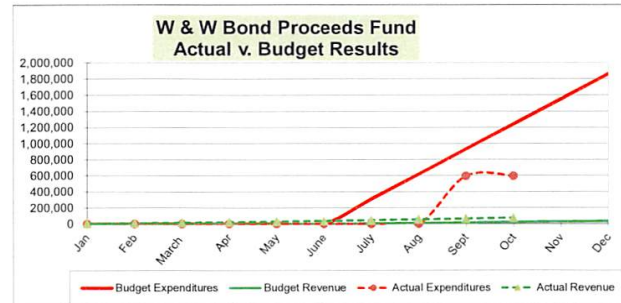
	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	0	0	0	0
Feb	0	0	0	11,393
March	0	0	0	54,321
Apr	0	0	0	403,389
May	0	0	0	662,042
June	0	137,178	0	695,841
July	131,014	137,178	138,889	698,800
Aug	262,028	137,178	277,778	703,591
Sept	393,042	137,178	416,667	721,910
Oct	524,056	137,178	555,556	901,388
Nov	655,070		694,444	
Dec	786,084		833,333	
2017-18	2,358,253		2,500,000	
Total Actual to Date vs Total Budget		6%		36%



This fund accumulates the voted property tax levy receipts for the Walkways and Waterways Bonds which are used to make the principal and interest repayments on the bonded debt.

W & W BOND PROCEEDS FUND

	2017-2018 Budget Expenditures	2017-2018 Actual Expenditures	2017-2018 Budget Revenue	2017-2018 Actual Revenue
Jan	0	0	0	4,776
Feb	0	0	0	9,514
March	0	0	0	15,347
Apr	0	0	0	22,025
May	0	0	0	29,267
June	0	0	0	37,181
July	309,722	0	5,556	46,142
Aug	619,444	0	11,111	55,419
Sept	929,167	593,532	16,667	64,554
Oct	1,238,889	593,532	22,222	74,086
Nov	1,548,611		27,778	
Dec	1,858,333		33,333	
2017-18	5,575,000		100,000	
Total Actual to Date vs Total Budget		11%		74%



This fund holds the receipts from the December 2016 sale of the Walkways and Waterways Bonds and transfers money to the Transportation and Park Capital Funds to pay for the specific Walkways and Waterways projects.

City of Kenmore, Washington
Investment Schedule
October 31, 2017



Average Yield to Maturity-Securities							Overall Average Yield	0.94%
Report by Security	Investment #	Type	Maturity Date	Purchase Date	Rate	Yield	Principal or Balance	Yield Equivalents
Morgan Stanley								
	3134G9GR2	FHLMC	8/18/2020	8/7/2017	1.60%	1.62%	999,500.00	16,191.90
	3133EHXL2	FHLB	3/5/2020	9/19/2017	1.54%	1.54%	999,000.00	15,384.60
	3130AB3N4	FHLB	10/29/2019	4/28/2017	1.55%	1.55%	1,000,750.00	15,511.63
Total Morgan Stanley Purchases							2,999,250.00	47,088.13
Time Value Investments								
	31771EAL5	FICO	2/8/2018	1/13/2015	1.15%	1.15%	999,114.48	11,489.82
	31771EAQ4	FHLB	11/2/2018	11/23/2016	1.08%	1.08%	999,868.36	10,798.58
	3130A7RL1	FHLB	4/19/2021	1/26/2017	1.80%	1.80%	992,893.00	17,872.07
	3135G0XK4	FNMA	5/25/2018	11/25/2013	1.38%	1.38%	985,750.00	13,583.64
	3135G0XK4	FNMA	5/25/2018	2/27/2014	1.30%	1.30%	989,691.00	12,865.98
	3135G0G23	FNMA	4/29/2019	11/24/2015	1.35%	1.35%	998,326.00	13,477.40
Total TVI Purchases							5,965,642.84	80,087.49
Sound Community Bank CD's								
	18299229	CD	2/11/2018	2/14/2016	0.80%	0.80%	1,000,000.00	8,000.00
Total Sound Community Bank CD's							1,000,000.00	8,000.00
Opus Bank CD's								
	11495975	CD	2/10/18	6/10/15	0.35%	0.35%	1,000,000.00	3,500.00
	11539715	CD	3/29/18	3/30/16	0.85%	0.85%	1,000,000.00	8,500.00
Total Cascade Bank CD's							2,000,000.00	12,000.00
TOTAL ALL SECURITIES							\$ 11,964,892.84	\$ 147,175.61
					Banner Checking and Savings	0.07% Banner	2,393,858.82	1,675.70
					Opus Savings	0.83% Opus	3,027,622.03	25,129.26
					Cash		1,005.00	-
					LGIP - Primary Account	0.83% LGIP	786,534.59	6,528.24
					LGIP - Bond Proceeds Account	0.83% LGIP	9,866,932.21	81,895.54
					Total Accounts		\$ 28,040,845.49	262,404.35

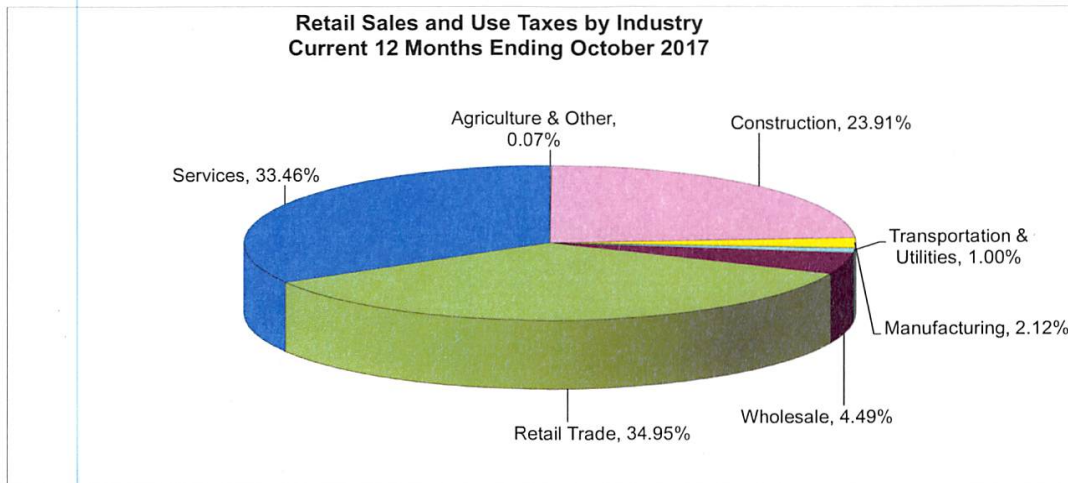
City of Kenmore, Washington
SALES TAX RECEIPTS BY BUSINESS TYPE
 October 2017

	SALES TAX	USE TAX	TOTAL	PERCENT
AGRICULTURE & OTHER	93.17	0.00	93.17	0.0%
CONSTRUCTION	39,017.94	1,274.98	40,292.92	19.6%
MANUFACTURING	6,576.42	2.74	6,579.16	3.2%
TRANSPORTATION & UTILITIES	1,374.33	1,491.59	2,865.92	1.4%
WHOLESALE	8,487.52	89.29	8,576.80	4.2%
RETAIL TRADE	71,228.19	83.77	71,311.96	34.7%
SERVICES	60,946.59	791.88	61,738.47	30.0%
INFORMATION	8,281.93	91.37	8,373.30	4.1%
PUBLIC SERVICES	7.67	5,682.99	5,690.66	2.8%
	<u>196,013.75</u>	<u>9,508.62</u>	<u>205,522.37</u>	<u>100.0%</u>

City of Kenmore, Washington
Retail Sales and Use Tax Distribution
October 31, 2017

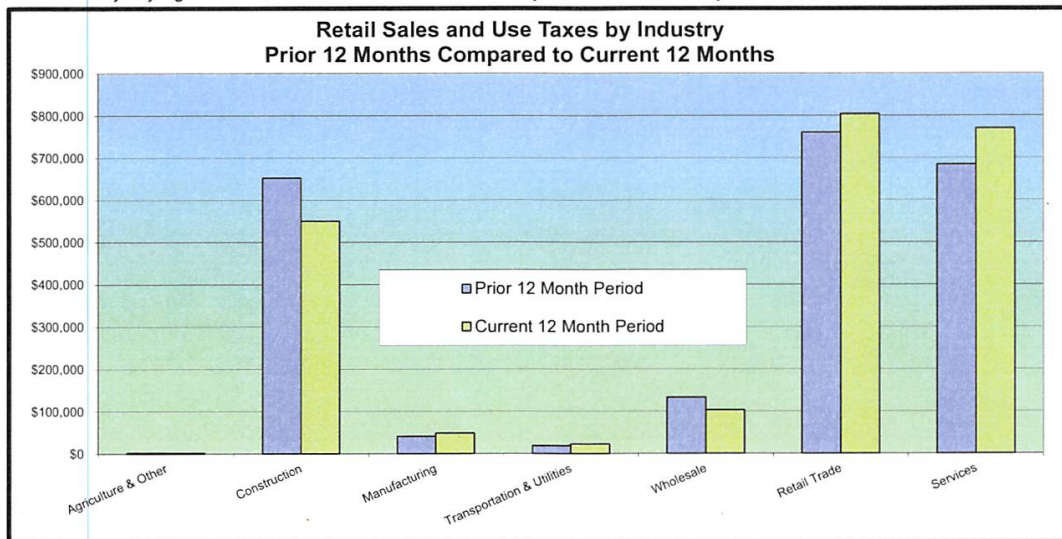


Industry	Prior 12 Months ending October 2016	Current 12 Months ending October 2017	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$2,723	\$1,602	-41.18%	0.07%
Construction	652,560	550,104 *	-15.70%	23.91%
Manufacturing (Printing, Publishing, Other Manuf.)	41,151	48,798	18.58%	2.12%
Transp/Comm/Utilities (Telecomm., Air Transport.)	18,199	22,961	26.16%	1.00%
Wholesale (Lumber, Other Wholesale)	133,239	103,199	-22.55%	4.49%
Retail Trade (Eating, Merchandise, Food Stores)	760,348	803,996	5.74%	34.95%
Services (Auction, Recreation, Auto Repair, Financial)	684,228	769,867	12.52%	33.46%
Totals	<u>\$2,292,448</u>	<u>\$2,300,527</u>	<u>0.35%</u>	100%
Increase/(Decrease)		<u>\$8,078</u>	<u>0.35%</u>	



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



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City of Kenmore, Washington
Real Estate Excise Tax Report
October 31, 2017

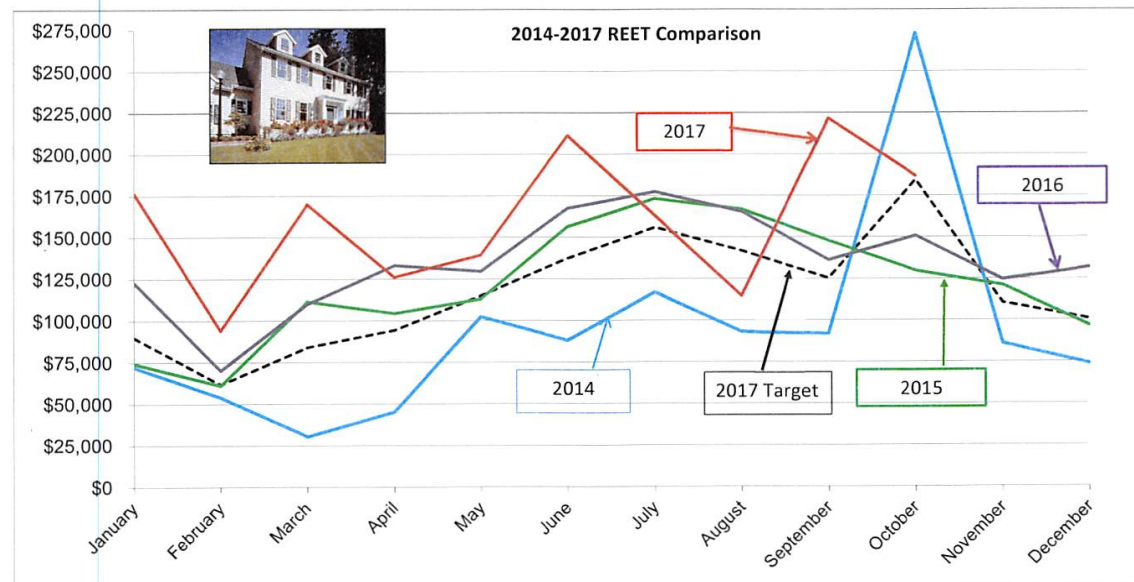


Real Estate Excise Taxes (REET) 2014 - 2017 Monthly Receipts					
	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Target 2017
January	72,106	74,259	122,819	176,657	89,728
February	54,038	61,070	70,146	94,134	61,751
March	30,426	111,337	110,066	170,086	83,943
April	45,118	104,280	133,161	126,245	94,186
May	102,257	112,927	129,599	139,422	114,928
June	88,070	156,338	167,575	211,430	137,328
July	116,858	173,095	177,426	163,138	155,793
August	92,932	166,651	165,397	114,754	141,660
September	91,812	147,668	136,176	221,719	125,219
October	272,842	129,678	150,786	186,805	184,435
November	85,748	120,907	124,437		110,364
December	73,582	96,566	131,651		100,600
	\$1,125,790	\$1,454,776	\$1,619,239	\$1,604,390	\$1,399,935

For 2017, REET is \$241,239
more than the same period
last year and more than the 2016
target by \$415,419

* NOTE THE 2017 target
is computed on a 3 year average
(2014-2016) of actual receipts

Real Estate Excise Taxes (REET)								
2014 - 2017 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								
	2014	2015	2016	2017	2014	2015	2016	2017
January	4,699,850	7,418,000	18,590,517	27,548,430	23,264	36,719	92,023	136,365
February	3,930,920	6,607,900	9,701,034	19,017,050	19,458	32,709	48,020	94,134
March	2,175,430	7,874,934	15,147,174	29,692,641	10,768	38,981	74,979	146,979
April	4,266,725	14,291,370	21,160,913	19,953,544	21,120	70,742	104,747	98,770
May	12,347,730	14,068,904	19,813,122	24,277,456	61,121	69,641	98,075	120,173
June	7,353,999	20,361,466	26,065,161	36,414,050	36,402	100,789	129,023	180,250
July	15,071,601	25,571,387	24,020,546	28,779,145	74,604	126,578	118,902	142,457
August	5,882,306	22,614,538	21,648,781	18,859,991	29,117	111,942	107,161	93,357
September	8,437,700	18,821,380	16,950,242	38,431,272	41,767	93,166	83,904	190,235
October	44,456,605	16,519,240	21,157,409	31,278,148	220,060	81,770	104,729	154,827
November	8,922,100	14,736,156	16,916,011		44,164	72,944	83,734	0
December	7,142,900	13,187,535	20,607,695		35,357	65,278	102,008	0
	\$124,687,866	\$182,072,810	\$231,778,605	\$274,251,727	617,202	901,259	1,147,305	\$1,357,547



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City of Kenmore, Washington
Monthly Report for Kenmore Village Fund
October 31, 2017



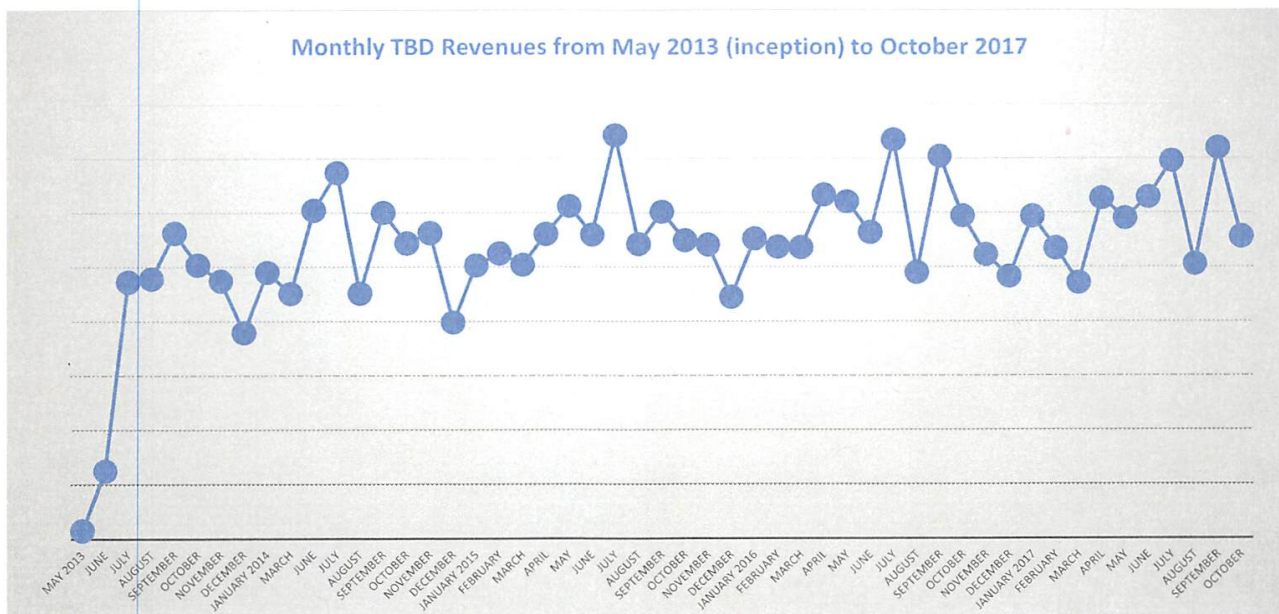
<u>Revenues</u>	<u>October 2017</u>	<u>Biennium-to- Date</u>	<u>Biennium Budget</u>
Lease Income (USPS & Kenmore Village)	60	60	89,000
Investment Interest	282	434	5,000
Transfer From General Fund	0	123,085	328,228
Misc. Revenues	158,192	170,282	0
Leasehold Excise Returned	14	149	2,400
Total Revenues	158,548	294,011	424,628
<u>Expenditures</u>			
Salaries/Wages/Benefits		761	60,000
Downtown Plan Services	1,343	7,825	0
Events & Misc.	2,065	25,181	44,000
Utilities and Insurance - Kenmore Village	2,861	19,843	64,200
Repairs, Maintenance, Other Services	2,368	36,814	84,600
Surface Water and Fire Benefit Fees	0	3,557	0
Computer Software	0	0	20,000
Improvements	0	0	8,000
Kenmore Village Public Square	16,255	308,583	0
Total Expenditures	24,893	402,565	292,228
Net Income (Loss)	133,654	-108,554	132,400

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
October 31, 2017**



Revenues	October 2017	Biennium-to- Date	Percent of Budget	Biennium Budget
Vehicle Fees	27,804	296,174	43.55%	680,000
Investment Interest	497	807	100.93%	800
Total Revenues	\$28,301	\$296,981	43.62%	\$680,800
Expenditures				
Reimbursement to Street Fund	0	0	0.00%	669,000
Total Expenditures	0	0	0.00%	669,000
Net Income (Loss)	\$28,301	\$296,981		\$11,800





City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Walkways and Waterways Park Projects Update

Proposed Council Action/Motion:

No Action. This item is a status update on the Walkways and Waterways Project at Log Boom Park.

For Council Meeting Agenda of: February 12, 2018

Department: Community Development

Prepared by: Maureen Colaizzi, Parks Project Manager and Debbie Bent, Community Development Director

Initial & Date

Approved by Department Head: DA 1/31/18

Approved by City Attorney:

Approved by Finance Director: mg 1/31/18

Approved by City Manager: DB

Exhibits/Attachments:

1. Walkways and Waterways Approved Concept Plan
2. Topographic Survey/Concept Plan Overlay
3. 30% Project Level Design Site Plan
4. Updated Cost Estimate Summary

INFORMATION/BACKGROUND: This staff report and presentation on February 12th provides an update about the refined 30% project level design site plan and updated cost estimate for the Log Boom Park Waterfront Access and Viewing project prior to a public meeting anticipated to be held in late March.

Proposition 1 Walkways & Waterways bond measure was approved by voters November 2016. Improving public access to Kenmore's waterfront is also a priority. The City has over seven miles of shoreline on Lake Washington and the Sammamish River but limited opportunities for public access. Kenmore residents' desire to connect to the waterfront has been strongly expressed over the years and was confirmed through the Imagine Kenmore community engagement process. The Walkways and Waterways bond measure includes public waterfront improvements at Rhododendron Park, Squire's Landing Park and Log Boom Park.

The Rhododendron Park Waterfront and Natural Open Space Access project to provide public access to the Sammamish River by constructing a new trail and boardwalk to connect the playfield through the natural open space to the riverfront and dock was completed at the end of 2017 and is now open to the public. A dedication and ribbon cutting is anticipated for this spring.

Staff will return in March to provide a status update of the Squire's Landing Park Waterfront and Natural Open Space Access project. This project will create eleven acres of new park development to enhance public access to the Sammamish River. For information about Walkways and Waterways projects, please visit our webpage at: kenmorewa.gov/walkwaysandwaterways.

LOG BOOM PARK WATERFRONT ACCESS AND VIEWING PROJECT UPDATE:

Walkways and Waterways Concept Plan:

The concept plan (Attachment #1), was developed to schematically show the location of proposed improvements prior to the ballot measure. The concept plan shows proposed improved waterfront access to Lake Washington including: beach expansion; new trails and viewpoints; picnic areas; a waterfront pavilion; environmental enhancements; and access for hand-powered watercraft including a structure for storing and renting watercraft.

Regulatory Agency Consultation:

Staff and our consultant team (Mott MacDonald) met with agencies including the Army Corps of Engineers (ACE), Washington Department of Fish and Wildlife (WDFW), Department of Ecology, the Muckleshoot Indian Tribe; and King County to hear preliminary feedback on the concept plan with respect to their areas of regulatory control. Based on this

feedback, the consultant team conducted additional environmental and design analysis to refine the concept plan and answer questions from regulators. A follow-up meeting was held with WDFW and the Muckleshoot Tribe to review the additional environmental and design analysis conclusions and design refinements.

Environmental and Design Analysis:

A site analysis was conducted to refine the concept plan ideas into more accurate and detailed design drawings for land use, environmental permit submittal and construction cost estimating.

The site analysis included:

- 1- Topographic and bathymetric survey analysis to confirm location, size and extent of existing site features such as park features, wetlands, underwater landform and water depths, underground utilities and property boundaries. Once the topographic survey, title and property deeds were documented, the concept plan was overlaid onto the topographic survey (Attachment #2).
- 2- Coastal engineering assessment to inform the beach design including:
 - a. Wetland delineations were performed and recorded on the topographic survey.
 - b. Lake Washington wind/wave generation/propagation analysis,
 - c. Waterfront conditions including beach slope and aggregate material analysis
3. Feasibility study for a log boom and float conversion (converting the float at the pier from seasonal to year-round use). A log boom and permanent float were not included in the Walkways & Waterways ballot measure concept plan or budget.

City of Kenmore property boundaries:

After reviewing the concept plan/survey overlay (Attachment 2), it was clear that some proposed improvements were shown on King County property. The 30% design level site plan (Attachment 3) removed or relocated proposed improvements onto City of Kenmore property to avoid King County's sewer easement and Burke Gilman Trail property areas. The seating/viewing area above the beach on the concept plan was removed from the 30% plans due to this issue.

Design Refinements:

The 30% site plan (Attachment #3) provides for all the same project elements as the concept plan with the following refinements:

1. **Beach Expansion:** The existing park upland beach area is approximately 1,800 SF or roughly 30 feet wide by 60 feet long. The concept plan (Attachment #1) proposed a beach configuration that bulbs out into the water. The refined 30% site plan (Attachment #3) proposes a more linear beach configuration in response to the wind and wave generation/propagation results minimizing impacts to shoreline and lake habitat. The total size of the proposed upland sand beach is approximately 4,800 SF or roughly 30' feet wide by 160 feet long (approximately 60% larger than the exiting upland beach area). The sandy beach will be located above ordinary high water to reduce loss of beach material. At the water's edge, the material will transition to appropriately sized gravel material to be consistent with existing shoreline conditions. The amount of in- water work to create the beach is minimal and does not require dredging or other excavation below ordinary high water (OHW). Maintaining gravel at the water's edge and below will ensure beach material will not be lost to wave and wind action which will reduce long-term maintenance costs.
2. **Trails and Viewpoints:** The concept plan (attachment #1) kept the existing trail through the park (east-west) and added secondary trails to gain access to the water. The 30% site plan (attachment #3) simplifies the parks' circulation by providing one main promenade. The existing path through the site starting from the western end of the restroom will be replaced with a wider, curvilinear path that accommodates (but slows down) bike traffic and pedestrians. After consultation with regulatory agencies, the viewpoints (or access points to the water) on the western portion of the site were reduced from (3) three to (1) one, reducing shoreline and wetland impacts. In the western portion of the project, the 30% site plan can continue to accommodate the existing Inglemoor High School rowing program boat storage and provide access to the water at the proposed viewpoint.

3. **Picnic Areas and Waterfront Pavilion:** The 30% site plan (attachment #3) provides adding some new picnic tables along the main promenade and a new picnic shelter (waterfront pavilion) approximately 20'x30' in size, similar in style to Moorlands and Rhododendron Parks' shelters. The waterfront pavilion was moved further east to be closer to the main sandy beach area. This relocation will also reduce carry distance from the parking lot.
4. **Environmental Enhancements:** The coastal engineering assessment, wetland delineation and site survey provided needed data about the location and extent of wetlands and how to configure the beach to avoid wetland impacts. This data helped eliminate impacts to four delineated wetlands along the existing shoreline. The 30% site plan (attachment #3) provides for environmental enhancements (plantings) within the wetlands, near the pier and along the waterfront. Any unmet mitigation for wetland buffer impacts will be met off-site at Squire's Landing Park.
5. **Access for hand powered water craft and boat rental/storage:** The 30% site plan (attachment #3) moved the rental building and water access further west to avoid impacting the wetland and to be closer to the sandy beach area. The building is approximately 1,000 sq. ft. and is intended to accommodate a concession for kayak and stand-up paddle board storage and rental.

Consideration of a Log Boom & Seasonal Float Conversion:

The feasibility of including a log boom and converting the seasonal float off the pier to a permanent facility was explored, but found infeasible to include in the Walkways and Waterways project scope and budget. These features were not included in the budget or concept plan (attachment #1) of the Walkways and Waterways ballot measure.

The idea of a debris/wave attenuation boom (Log Boom) was considered as part of the adopted Master Plan. Providing one was explored during this phase of design to see if it would benefit the project. The regulatory agencies raised concerns about the log boom including the potential impact to tribal fishing rights. Also, a feasibility analysis completed by Mott MacDonald concluded that the minimal benefit of some wave attenuation provided by the log boom did not outweigh the cost, environmental concerns, and ongoing maintenance etc.

The seasonal float at the pier is currently removed and stored at Log Boom Park near the upland beach area. This project will prohibit the seasonal float from being stored at the park. A feasibility analysis completed by Mott MacDonald for converting the seasonal float to a permanent facility concluded that the cost outweighed the benefit. Regulatory agencies also had concern around keeping the seasonal float year-round at its current location on the pier. Staff is currently exploring storage options for the seasonal float. In addition, Staff recommends exploring a future park capital improvement project that would consider a more desirable location off the pier for a permanent float.

Project Schedule Update:

A public open house is anticipated for late March. Land use permits (including SEPA and Shoreline Permit) are estimated to be submitted spring/summer 2018. Staff will be developing grant applications with the Recreation and Conservation Office (RCO). Applications are due May 1, 2018. The 60% design development phase will begin after submitting land use and environmental permits. Staff anticipates providing Council with another update in the fall of 2018. Construction is anticipated to be complete in 2023 with design, permitting and bidding continuing from 2018 through 2022.

Project Cost Estimate Update: Attachment #4 is an overview of the updated total project cost estimate including an estimate for the 10-year permit required maintenance and monitoring of created wetland and in water mitigation areas. The chart on the next page is an overview of the available revenue and projected expenditures for this project.

The design refinements have reduced cost by reducing wetland and shoreline impacts, and changing assumptions on the type, size and quantity of materials. However, some cost projections increased including: Washington State Sales tax up from 9.5% to 10%; increasing construction cost escalation to 6% per year until construction; increasing the cost for construction management, etc. The total design, permitting and construction cost estimate, not including the 10-year monitoring costs, is within our current total project budget and will continue to be reviewed in future design phases.

In addition, the cost estimate is anticipating \$40,000/year for 10 years for required maintenance and monitoring of permitted environmental mitigation areas. This cost has been added to the overall project cost. Normal park operation and

maintenance costs are not included in this capital project budget. Staff will apply for up to \$1,000,000 in RCO grants for this project in 2018 with the hope of receiving one grant award of up to \$500,000.

LOG BOOM PARK WALKWAYS AND WATERWAYS PROJECT COSTS:

REVENUE

Voter Approved Bond	\$3,200,000
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EXPENDITURE

30% Design Phase Cost Estimate	\$2,940,000	(Design, Permitting & Construction)
Monitoring & Maintenance	\$400,000	(10-year Monitoring & Maintenance)

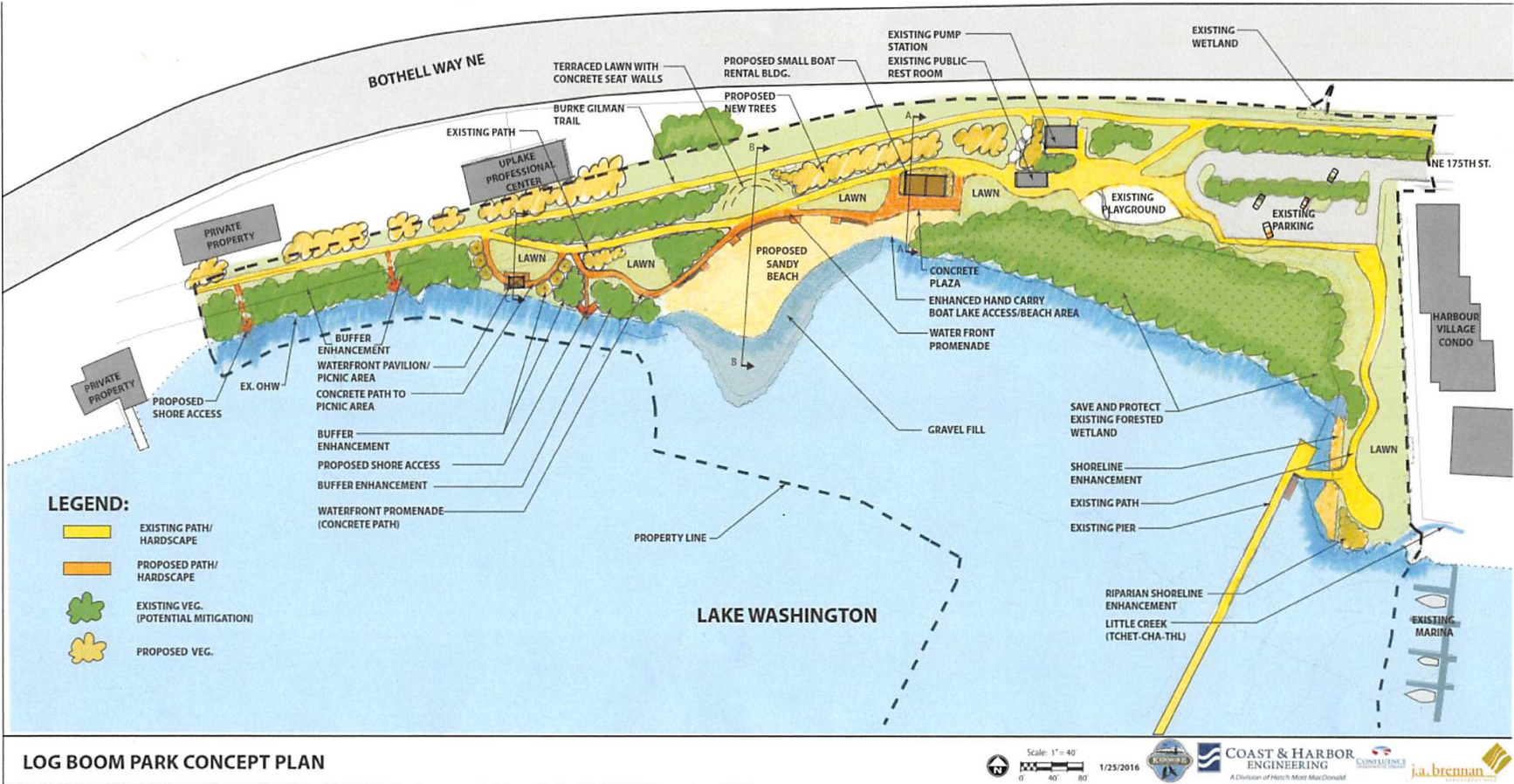
TOTAL EXPENDITURES	\$3,340,000
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DIFFERENCE	-\$140,000
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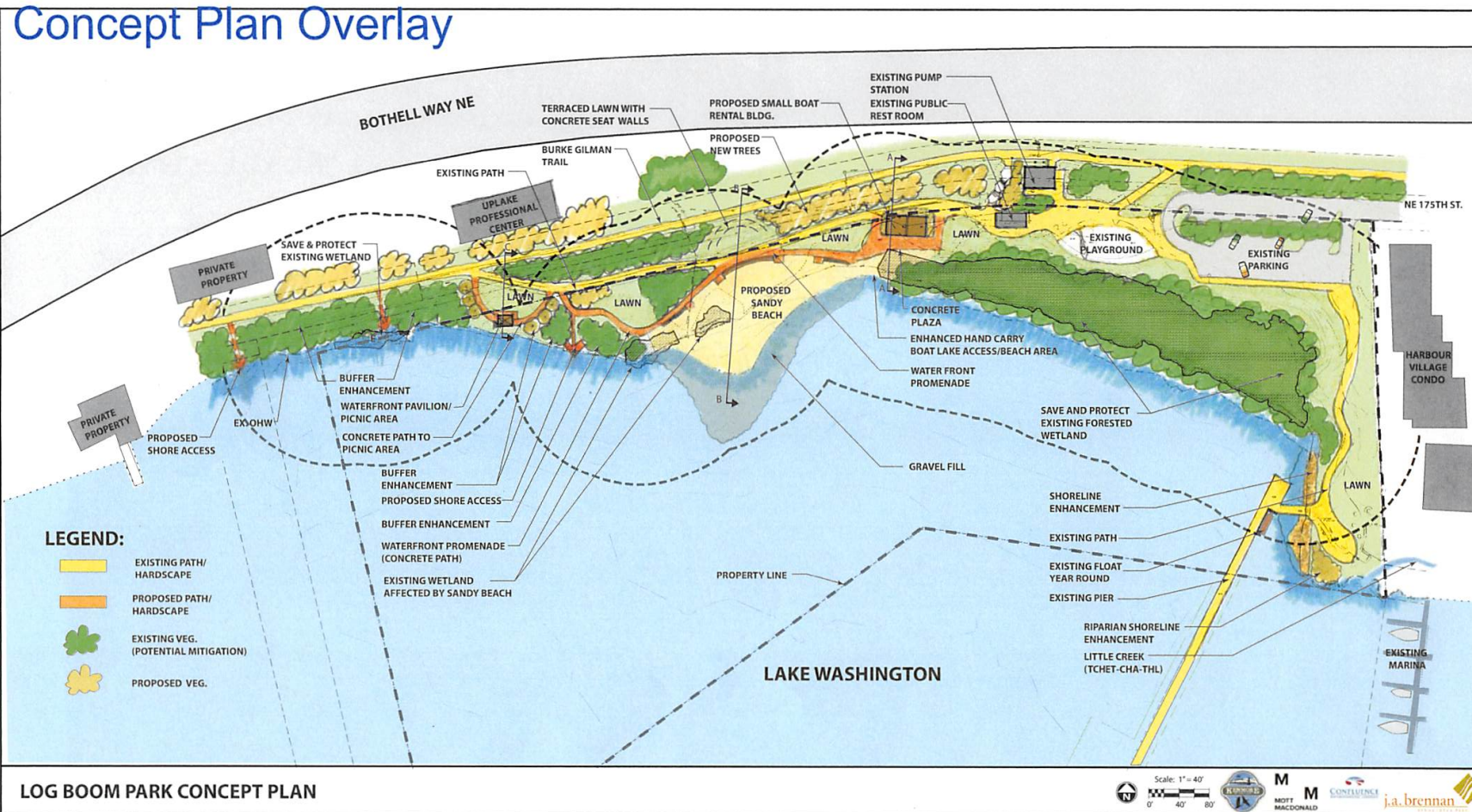
FISCAL CONSIDERATION: See Above. The \$3,200,000 total budget allocated for the Log Boom Park waterfront improvement projects is funded by bond funds from the 2017 Proposition 1 Walkways & Waterways bond measure.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED: 2017-18 City Council Goals: 2, Implement Economic Development Plan by advancing public's access to water, City Council Goal 5, Implement Parks Improvement plan. Implement Voter Approved Walkways and Waterways Projects.

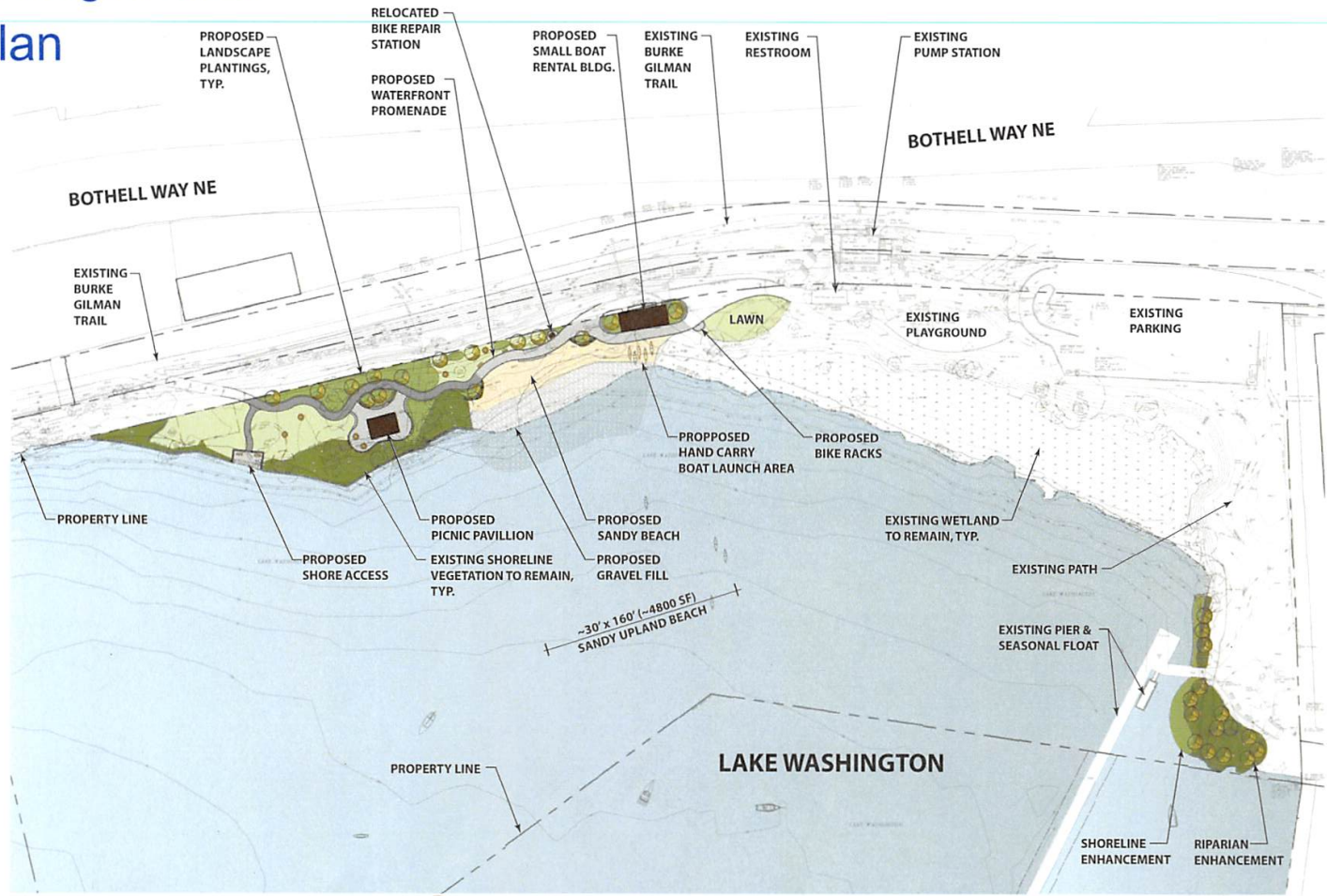
Attachment 1: Walkways and Waterways Bond Measure Concept Plan



Concept Plan Overlay



Attachment 3:
30% Design Level
Site Plan



LOG BOOM PARK SCHEMATIC PLAN



Scale: 1" = 40'

1/25/2018



Attachment 4: Updated Cost Estimate Summary

LOG BOOM PARK WALKWAYS AND WATERWAYS PROJECT BUDGET ANALYSIS

EXPENDITURES	
Walkways & Waterways (W&W) Log Boom Park	
Engineer's Estimate (30% site plan)	\$1,239,305
1% for the Arts	\$12,393
10% WSST	\$123,931
Administrative Staff Costs (.25 FTE x 4 yrs)	\$200,000
Design & Permitting	\$569,670
Right-of-way	\$0
Contruction Management (10%)	\$123,931
Project Cost Subtotal	\$2,269,229
Inflation Contingency (6%)	\$297,433
Construction Contingency (30%)	\$371,792
Contingency Subtotal	\$669,225
Total Estimated Project Cost w/ Contingency	\$2,940,000

REVENUE	
Voter Approved Bond	\$3,200,000
EXPENDITURE	
30% Design Phase Cost Estimate	\$2,940,000
10-year Mitigation Monitoring & Maintenance	\$400,000
TOTAL EXPENDITURES	\$3,340,000
DIFFERENCE	-\$140,000



18120 68TH AVENUE NE PO Box 82607
KENMORE, WASHINGTON 98028

MEMO

TO: Rob Karlinsey, City Manager
FROM: Debbie Bent, Community Development Director *DB*
DATE: February 1, 2018
SUBJECT: St. Edward Ballfield Project Status Update

At the 1/29/18 Council meeting, Council requested a status update on the St. Edward Ballfield project. A 12/11/17 memo (attached) was provided to Council in the January 5th-6th Council agenda retreat packet.

Staff is very close to having materials ready to submit a response to all review comments.

Attachments

Attachment 1: 12/11/17 staff memo "St Edward Ballfield Project Status Update"



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KENMORE, WASHINGTON 98028

MEMO

TO: Rob Karlinsey, City Manager
FROM: Debbie Bent, Community Development Director 
DATE: December 11, 2017
SUBJECT: St. Edward Ballfield Project Status Update.

Project Description: About two years ago, the City Council gave direction to propose renovating the existing ballfield at St. Edward State Park to a new public sports field. The field is designed to accommodate two little league fields, two youth soccer fields, one full size soccer field or one full size cricket field. The proposed improvements will stay within the footprint of the existing ballfield and is smaller than the 3-diamond configuration proposed in 2007. Proposed improvements include new synthetic turf, bleachers, backstops, dugouts, a perimeter walking path, field lighting, maintenance shed, landscaping, wetland restoration and buffer enhancement, drainage improvements, and parking improvements.

Status of SEPA/Lease/Critical Area Variance Permit: On January 22, 2016, a Memorandum of Understanding (Contract 16-C1507) was executed between the City and State Parks to prepare a long term (20 year) lease whereby the City would improve the ballfields and manage and maintain them. On June 6, 2016, a SEPA Lead Agency Agreement (Contract 16-C1561) was executed between the City and State Parks to coordinate SEPA documents and nominate the City as the SEPA lead agency.

On July 28, 2017, a Critical Area Variance Permit application (to allow variance from wetland buffer widths) and SEPA application was submitted to the City's Development Services Department. The City as applicant is in the process of providing a response to public comments submitted under two public review comment periods ending 9/25/17 (approximately 36 commenters in opposition and approximately 99 commenters in favor of the project). The City is also responding to review comments received from State Parks staff on the SEPA checklist in August 2017 and the City's Development Services Department review team comments received 10/16/17. The City is providing a consolidated response to all comments. Given the quantity and complexity of comments it is anticipated that a response may not be ready until January 2018. State Parks staff and the City's Development Services Department review team will then review the response which could potentially lead to one or more rounds of review/response.

Once all review comments have been addressed the City's Development Services Director (who is also the SEPA official) issues a SEPA determination and decision on the Critical Areas Variance. The SEPA determination could be a Determination of Non-Significance (DNS), Mitigated Determination of Non-Significance (MDNS) or Determination of Significance (DS).

The SEPA decision and variance decision may be appealed to the Kenmore Hearing Examiner. Following issuance of a SEPA determination the State Park Commission may consider action on a long-term lease. The terms/conditions for a long-term 20-year lease are still under discussion between City staff and parks staff.

The 10/17/17 letter from Don Hoch Director of the Washington State Parks and Recreation Commission (Attachment #1) outlined mitigation measures that require City commitment for State Parks staff to proceed with SEPA and a long-term lease. The City provided an 11/2/17 response letter (Attachment #2) reiterating the city's earlier request for State Parks to wait on making final conclusions until the City has responded to review comments and issues a SEPA threshold determination. In this letter, the City also requested a meeting to specifically discuss field lighting, impacts and mitigation measures. An 11/6/17 letter from Don Hoch (Attachment #3) invited the City to attend the 11/16/17 commission meeting. Three representatives of the city did attend the commission meeting in Westport.

At the 11/16/17 State Parks Commission meeting in Westport, the slide presentation Attachment #4) given by Parks Staff included next steps described as follows:

- Meet with City to ensure that environmental and lease requirements are mutually understood
- Consider utilizing a facilitator to ensure effective exchange of information
- If at impasse, exit SEPA lead agency agreement. The City may then proceed independently with SEPA to secure a variance from its Critical Areas Ordinance
- City may request a lease for which State Parks would lead environmental review

ATTACHMENT

1



Don Hoch
Director

STATE OF WASHINGTON

WASHINGTON STATE PARKS AND RECREATION COMMISSION

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October 17, 2017

Rob Karlinsey, City Manager
City of Kenmore
18120 68th Avenue NE
Kenmore, Washington 98028

Dear Mr. Karlinsey:

Thank you for your staff's response to our letter of September 13, 2017. I very much appreciate your clarification of the City's process, as well as steps the City intends to take moving forward its ballfield proposal.

As we have learned during the past sixteen months, the City's application of SEPA procedures differs considerably from that of State Parks. Nevertheless, pursuant to Section IV.B of our SEPA Lead Agency Agreement, we acknowledge the six steps outlined in your letter as an alternate resolution and agree to maintain our agreement if the City can meet additional considerations outlined in this letter.

As the SEPA process has identified potential environmental impacts of the proposed ballfield project, the City has, in our view, struggled to demonstrate that ballfields can be constructed in harmony with the surrounding state park and its recreation and conservation purpose. A ballfield development, while not *aligned* with State Parks' mission, may nevertheless be *compatible* with the agency's mission if impacts to natural systems and the state park experience can be mitigated to State Parks' standards.

We must therefore insist that the City's proposal provide sufficient detail by which State Parks staff can comprehensively identify and analyze impacts to the environment. The City must also commit to corresponding mitigations to assure that ballfield improvements remain compatible with State Parks' mission and consistent with the Commission's adopted policies and plans.

For State Parks to continue consideration of the ballfield proposal, the City will need to:

1. Refine design of ballfield improvements in collaboration with State Parks staff to the degree necessary to conduct appropriate environmental review, including at minimum:
 - o Removing ballfield lighting from design.
 - o Including 36 new parking stalls to fully account for ballfield use during a twenty year lease term.
 - o Specifying materials and systems that will be used to manage ballfield related stormwater quality and quantity.

- Renovating existing restroom serving ballfields to meet current code and anticipated additional use.
- 2. Fully describe potential impacts of ballfield improvements and corresponding mitigations in the current SEPA checklist, and otherwise incorporate edits and act on suggestions provided by State Parks staff.
- 3. Agree to lease provisions that offset costs and other impacts on state park operations including at minimum:
 - Completing necessary tree removal and pruning identified by State Parks staff and developing a tree risk management plan to guide future management activities using the State Parks' critical root zone tree protection standards.
 - Payment of \$13,000 annually to offset additional operating expenses.
 - Guarantee \$13,000 in annual sales of Discover Passes (e.g., purchase passes from State Parks for distribution or resale to ballfield users).
 - Prepare an ongoing operations plan to specify roles, responsibilities, and communications the City and State Parks will undertake during the course of the lease.

With specific regard to lighting, it remains my understanding that significant impacts associated with ballfield lighting, including those to light-sensitive bats and the underlying ecosystem supporting them, cannot be mitigated sufficiently within the park. It is the Commission's policy that any impacts to wildlife arising from development activities must be avoided, mitigated on-site, or in rare circumstances, mitigated off-site. Because ballfield lighting is not critical to the mission and purpose of Saint Edward State Park, State Parks staff will not be able to recommend to the Commission an action that would likely cause unmitigated harm to the park's wildlife or its supporting habitat.

If State Parks' staff determines that the updated proposal is incomplete, has impacts that are inadequately mitigated, or has analysis insufficient for the purposes of making an informed decision, my only option would be to terminate our SEPA Lead Agency Agreement, pursuant to paragraph V.F. The City and State Parks will then each be responsible for environmental review for the portion of the project under their jurisdiction (Section IV.C). In this case, I would likely halt any additional investment of time or resources in this project.

I request that you respond to this letter in writing no later than Tuesday, October 31, 2017, indicating whether the City will agree to the suggested resolution and describing how the City intends to satisfy the requirements outlined in this letter. Please let me know if you have any questions about this information.

Sincerely,



Donald Hoch
Director



City of Kenmore, Washington

November 2, 2017

Don Hoch, Director
Washington State Parks and Recreation Commission
1111 Israel Road SW
P.O. Box 42650
Olympia, WA 98504-2650

Dear Mr. Hoch:

I would like to begin by expressing my gratitude to the Commission, you, and your co-workers at Washington State Parks for investing time, energy, and resources into the ballfield renovation project at St. Edward State Park here in Kenmore. This letter is in response to your October 17th letter outlining additional considerations regarding the project. As you know, the ballfield project is of great importance to us and has significant support in our community. The City remains hopeful that we can jointly identify a path forward to advance the project from vision to reality.

Our agencies have historically worked well together on issues in and around Saint Edward State Park. Our city council, citizens, and staff view Saint Edward State Park as a great asset to the community. We aim to work collaboratively with State Parks to protect and enhance this valuable park. For example, in the past, we have worked together to advance a proposal to improve the Seminary building – a complex project requiring changes in state law. We hope that both the City and State Parks will continue to bring the same spirit of collaboration that our agencies have shared in the past to the ballfield project.

The additional considerations in your October 17th letter are well taken and we appreciate the communication. We do feel the need to offer our perspective on how we have arrived at this point in the process, and would like to offer a path forward for more collaborative interaction between our two agencies.

Our understanding is that parks staff does not feel the Commission can be presented with a decision to approve a lease for the project, specifically as it has been proposed to include lighting, unless the project is consistent with State Parks' policy and mission or an environmental impact statement has been completed for the project. The City believes the ballfield project, including the proposed lighting, is consistent with State Parks' policy and aligned with State Parks' mission.

Even if there is some concern about whether the ballfield project is in keeping with State Parks' policies and mission, we are confident that the SEPA threshold determination process provides adequate environmental assessment to allow the ballfield project approval and lease

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to go before the Commission. If State Parks' disagrees with these assertions, the City would like to request as a next step that the City and State Parks discuss the issue of the ballfield project lighting and the project's impact on bat species in a facilitated format.

The Proposed Ballfield Project is Consistent with State Parks' Mission & Policy on Common Native Species and Habitat

Our understanding is that parks staff believes that in order to present the Commission with a recommendation regarding the ballfield project, the project must be compatible with State Parks' Mission and State Parks' Policy on Common Native Species and Habitat *or* the project must undergo an environmental impact statement. The City believes that the project is consistent with State Parks' Mission and State Park's Policy on Common Native Species and Habitat.

Your October 17th letter states that the proposed ballfield renovation, which includes lighting, is not aligned with State Parks' mission. We respectfully disagree and hope that the Commission will consider this question. We are aware that at least eleven other Washington State Parks have ballfields, and we hope that considerations about what is already happening in the park (concerts, festivals, car shows, sporting events), historical significance of the amenity, the park's location (urban vs. remote), and whether the proposal advances State Park's Transformation Strategy (leveraging partnerships to increase park usability in the shoulder seasons, generate more revenue, and offset O&M costs) will be part of the alignment discussion.

We do recognize that impacts on parks operations and assets must be addressed, and to that end we have been working with State Parks staff since late 2015 on potential mitigation measures.

The State Park's Policy on Common Native Species and Habitat reads as follows:

State Parks will preserve, promote, and protect all native species and their respective habitats in balance with the agency's cultural resources protection and recreation objectives. Where native species are significantly impacted by regulations or Commission-sanctioned actions (developments associated with approved mark master plans, treatment of problem wildlife), efforts will be made to minimize and mitigate these impacts.

We believe the proposed ballfield renovation is in harmony with the above policy; in fact, the policy makes the case for the ballfield project.

The City agrees that native species need to be protected *in balance with* the agency's objectives. The 2008 St. Edward State Park CAMP document states "continue use of the field for a variety of organized and unorganized recreational events. Prepare development, use and maintenance agreements with local organizations such as baseball, softball, soccer and cricket and the City of Kenmore". In addition, State Parks' 2006 cultural landscape inventory for the park discusses the ballfields and acknowledges the ballfields as part of the Park's history—as a contributing factor to the historic landscape of the park.

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SEPA Process Adequate to Address All Impacts

State Parks has known that the City intended to use the SEPA threshold determination process since the SEPA Lead Agency Agreement was entered into in June of 2016. The SEPA Lead Agency Agreement does not contemplate skipping the threshold determination process by going directly to an EIS. Instead, the Agreement references the environmental checklist (D.2) and SEPA threshold determination (C.4.ii) process which the city has been following.

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In Bryan Hampson's September 26, 2017 letter to Peter Herzog, he reiterated a very thorough process for receiving and responding to comments from State Parks and the public under this process. In that letter, he asked Mr. Herzog to honor the SEPA threshold process currently in place and reserve judgment regarding an appropriate threshold determination until the City had been able to respond to State Parks' and the public's comments. We are currently reviewing comments from State Parks and are in the process of drafting responses.

State Parks staff have provided a great deal of comments indeed, and we appreciate the work that went into providing those comments and your agency's desire to be thorough. We too want to be thorough, and we have been working in good faith to respond to those comments as part of the SEPA process that is currently underway.

Responding to your agency's comments has been no small chore, and we have assumed that Parks staff have submitted all of their comments in good faith and with the expectation that we, the City, would be able to respond to those comments. We are also relying on the belief that State Parks will be open minded and willing to consider our responses to State Parks' comments.

The conclusions reached in your October 17th letter without waiting for our responses and without waiting for the SEPA process is frustrating and problematic. We respectfully ask that you wait for our responses to your comments on the SEPA checklist before making firm conclusions and demands, especially given all of the work and resources both of our agencies have put into this SEPA process and the overall ballfields project over the last two years. Ideally, our two agencies would agree on the determination. We are hopeful that this letter may set forth a process that allows for that agreement.

After the City reviews State Parks' comments and other comments and receives further input from State Parks, the City will determine, as contemplated by the SEPA statute and SEPA regulations, whether the threshold determination should be a DNS, MDNS or DS. Only a DS results in the preparation of an EIS. After reviewing the SEPA checklist, other documents, and information available to the City, the City might be able to issue a MDNS that includes mitigation measures designed to mitigate impacts of the ballfield proposal. If that happens, a DS need not be issued and an EIS need not be prepared.

If State Parks disagrees with the City's determination, State Parks could terminate the SEPA Lead Agency Agreement and appeal the City's MDNS pursuant to KMC 19.35.160. We hope that will not happen. Of course, if State Parks disagrees with a MDNS, State Parks could proceed on its own with a DS and EIS for the lease.

Comprehensive List of Considerations

Perhaps emerging from confusion over the City's SEPA procedure, State Parks has incrementally raised additional concerns regarding the ballpark project in an inefficient manner that is not consistent with the SEPA process. Over the last two years, State Parks has continually added new issues that we had thought were already negotiated.

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Throughout the continuous flow of new issues and changes in position, the City has repeatedly raised this as a concern. Mr. Herzog kindly understood and acknowledged the concern in November 2016, and he and his staff put together a comprehensive list of considerations regarding the ballfield project. This list included field lighting and turf as permitted uses and added a number of new conditions, including no City use of the ballfield on summer weekends; renovating the Nun's Garden, the Grotto, and the Orchard; working with State Parks to remove rip rap along the lakeshore; and other conditions. While this list added significant costs to the project, we were encouraged and sensed an atmosphere of cooperation and working together on finding solutions.

However, since November 2016 and especially since the first half of 2017, more requests and changes in position have come from State Parks including increased parking demands, tree removal, changes in positions on wildlife (see bat discussion later in this letter), and other issues have been raised. In order to move forward, we ask that State Parks please indicate that the latest October 17th letter represents the most comprehensive list of considerations that our agencies need to work to address in order for the project to move forward. We can review the October 17th items as part of the SEPA threshold determination process, and move toward issuing a determination.

Starting in the first half of this year, we have observed a noticeable increase in State Parks' challenges and level of scrutiny toward our project. Issues that were not raised during the first SEPA process in fall of 2016 have now been raised during the current SEPA process. Why the increased level of scrutiny? What has changed?

More recent examples include a change in bats species of "conservation concern" to all bat species, adding more studies, speculative comments about Ph level of rain water on pervious concrete, whether the turf would be safe for animals and people to walk on during hot summer days, and stormwater runoff, despite our commitment to follow DOE standards and best management practices. Another example includes a new request to address impacts of the project to "the region as a whole" (August 2017).

What makes this situation even more frustrating is that for a while, both parties were in good faith lease negotiations for the ballfields. We have met with State Parks staff a number of times to negotiate a lease, and we have exchanged lease drafts proposed by State Parks that allow ballfield lighting and turf. The progress we saw during these lease negotiations and our reliance on what State Parks included in their drafts (lights, turf, etc.) caused us to continue on in the process and incur more time and cost in the project. Those lease negotiations stalled when State Parks' level of scrutiny increased earlier this year.

Proposed Path Forward on Lighting/Bat Species

While the City believes that the ballfield project, as currently designed to include lighting, is compatible with State Parks' Mission and Policies, and that the SEPA threshold determination process provides adequate review, we recognize that a more recent point of contention between our agencies is around the impact that lighting will have on bats. In order to move forward in the same collaborative spirit that our agencies have brought to previous projects,

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we need to identify a path forward to allow for greater understanding for both the City and State Parks.

Based on what has occurred thus far, the City believes additional discussion and research is required. Below is an accounting, from the City's perspective, of the work that has been done to date:

- The bat issue was first raised as a part of State Parks' comments to our first SEPA process in August 2016. The comment mentioned concern for "bats that are of conservation concern" (as opposed to common species). The City provided a lengthy response that discussed how the project would improve foraging and habitat by restoring the wetland, enhancing the surrounding buffer, and providing bat nesting boxes.
- In mid-January 2017, parks staff informed City staff that they would be working with WDFW on a wildlife literature review. The City did not receive a draft of the literature review until June 28, 2017, and the City received a final draft on August 3, 2017, nearly two years into the project. The literature review was four pages long.
- In May 2017, State Parks staff reported to the Commission in Leavenworth that they were concerned about impacts of ballfield lights on bats. My recollection of that discussion was that the main concern was "priority species" bats. State Parks staff announced that they would conduct a bat study to further understand what species were in the park.
- In early August 2017, we heard that the bat study was complete, but the city did not receive a copy of it until late August. The report concluded that no priority species of bats were observed in the park. The report also stated that there are various bat species in the park, but the report did not draw any conclusions from the data. However, the report did state that "adding further lighting of such extent *might* reduce the value of certain areas to bats." (emphasis added) Also noteworthy are the words "*of such extent*" in the sentence. "Of such extent" refers to the security lighting at the Seminary and the Gymnasium. The ballfield proposal does not include this same type of lighting. The Seminary and Gymnasium lights are old-fashioned, bright, glaring, light standards that point horizontally away from the buildings. These security lights cast a noticeable shadow if you are standing in the surrounding areas, including the ballfields. These security lights on the Seminary and Gymnasium are on all night, 365 nights per year. In contrast to the Seminary and Gymnasium lights, the ballfield lights will be turned off by 9 pm each night and will be used less than half of year. In addition, the ballfield lighting will use the latest LED technology that drastically reduces spillage and glare, and the lighting technology we will use is approved by the International Dark Skies Association.
- When the Bat Survey report was shared with the City, State Parks staff indicated that not only were they concerned about priority species, but now all bat species, including

common species, and that ballfield lighting would have a significant impact on bats. Parks staff did not describe what that significant impact would be or how they arrived at that conclusion. State Parks staff also said that the only mitigation for lights is no lights. The City was left wanting an explanation for these conclusions.

- In an effort to become more educated and to inform the City's SEPA process, the City hired a wildlife biologist with expertise in bats to review the Bat Survey Report. Our expert, with 35 years of experience, reviewed the report and concluded that with the mitigation measures proposed by the City related to field lighting, there are negligible impacts to bats of any species. Our consultant provided those findings in writing, and we sent you his report.
- State Parks staff reviewed our consultant's findings and stated that his report "has significant problems and is not persuasive." We believe that a statement like that should be supported with evidence.

Under the SEPA threshold process, the City will issue a determination (DNS, MDS, or DS), and as outlined earlier in this letter, ideally both the City and State Parks can agree with the determination. In order for the City to issue such a determination, the City needs to fully understand the information, expertise, and science that State Parks relies on in making these assertions. Such greater understanding also increases the likelihood that both parties would be able to agree in the determination.

We would like to hear park's justification for the conclusions around the impact that lighting will have on bat species, and we believe that further research, discussion, and analysis would better help both the City and State Parks to more fully understand the impacts of ballfield lighting on bats, as well as appropriate and reasonable measures that can mitigate for lights.

To that end and to identify a path forward on fully assessing wildlife impacts and appropriate mitigation measures, the City requests a facilitated meeting. The meeting would include representatives from State Parks and the City, as well as invited consultants who can provide science-based information and support for conversation. We would also like to offer additional lighting mitigation measures. In addition to the mitigation for lighting that we have already agreed to, we offer the following additional mitigation measures:

- Retrofitting the forest trail lights running parallel to Seminary Drive with more up-to-date, nocturnal-friendly fixtures
- Working with State Parks and the Seminary tenant to remove the bright, old-style horizontal lights on the Seminary and Gymnasium
- Reducing the color temperature of the lights from 5700 Kelvin to 4000 Kelvin
- Fully avoiding the summer months when bats are most active and agreeing to light the fields during only four months of the year: March & April and October & November

We hope that this facilitated meeting will help the City and State Parks identify a path forward around lighting, and can inform the SEPA threshold determination.

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Please reply by November 17th indicating whether the above approach is acceptable to State Parks.

Additional Considerations

The October 17th letter raises a number of other issues beyond lighting that the City would also like to discuss further with State Parks. However, we believe that addressing the issue of lighting via a facilitated meeting is necessary prior to engaging in dialogue on the remaining issues. As discussed earlier in this letter, we will continue the SEPA process currently underway, and we request that you reserve judgement until after you have received the City's response to your comments.

Below is a preliminary response and request for clarification on some of the other issues:

Including 36 new parking stalls. Is this a change? We thought we had agreed to this and wondered why it was in your October 17 letter.

Early discussions between the City and State Parks staff prior to our 2016 permit submittal suggested that providing ten additional parking spaces was sufficient. Sometime later, after further analysis, both parties agreed to increase the requirement to 19 additional parking spaces. Later, State Parks decided to conduct its own parking study, despite the fact that two independent parking studies (the Lodge and ballfields) had been completed and supported the 19 additional parking spaces as agreed upon.

After State Parks completed its own parking study, State Parks increased its requirement to 38 stalls. We pushed back on this study and its assumptions, including the fact that the State Parks study did not account for parking demand already being generated by the existing ballfield. State Parks also asserted that the City would have to account for new growth even though ballfield use was not part of that growth. Despite these concerns, the City agreed to the 38 new stalls with the understanding that 19 new stalls would be built with the ballfield project and that the City would construct the other 19 later as park use grew and at State Parks' request. We are still OK with this condition.

Specifying Materials and Systems for Stormwater Quality. The City is fully committed to complying with Department of Ecology (DOE) Standards for stormwater quality. DOE's water quality standards are among the highest in the nation.

The City's adopted 2016 stormwater standards are consistent with DOE's latest 2012 standards. Full stormwater design details will be provided at the time of engineering/building permit submittal, consistent with the City's adopted standards and procedures. We request confirmation that compliance with the City's adopted stormwater standards and procedures for approving the stormwater system addresses your request.

Renovating the existing restroom serving the ballfields to meet current code and anticipated additional use. During lease negotiations, both parties agreed that the City would bring the

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restroom up to ADA standards within the existing building footprint. The words "and anticipated additional use" in your October 17th letter is concerning and we are wondering if it is another change from what we had agreed upon. We respectfully request that you confirm our earlier agreement.

Payment for Operating Expenses. We will consider this request, but it remains perplexing. Your agency has produced estimates that our ballfield project will yield between \$107,000 and \$168,000 in new annual parking revenue to your agency. This amount will more than offset in increase in your operating expenses, especially given that the City is agreeing to bear the cost to maintain and operate the fields.

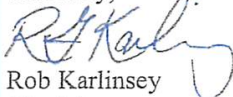
We acknowledge that the other provisions mentioned in your October 17 letter are also important, and we recommend that we discuss them further when we resolve the lighting and other issues mentioned above.

In conclusion, it goes without saying that this ballfield project is important to the City and many members of our community. Lighting in particular adds great value given the overall cost of the project, and we believe that there is a reasonable, mitigatable, and science-based path forward to keeping lighting in the project.

As public agencies, we have similar goals, especially when it comes to parks and recreation. We view this particular ballfield renovation process as two public park systems (the City and State Parks) working jointly as partners to improve the recreation experience for our park patrons.

Again, thank you for all of the time and effort you and your co-workers have put into this project.

Sincerely,



Rob Karlinsey
City Manager
City of Kenmore

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Attachment 3



Don Hoch
Director

STATE OF WASHINGTON
WASHINGTON STATE PARKS AND RECREATION COMMISSION

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November 6, 2017

Rob Karlinsey, City Manager
City of Kenmore
18120 68th Avenue NE
PO Box 82607
Kenmore, Washington 98028

Dear Mr. Karlinsey,

Thank you for your letter of November 2, 2017 regarding rehabilitation of the ballfields at Saint Edward State Park. We are reviewing it carefully and have included a copy in our report to the State Parks and Recreation Commission scheduled for presentation at its upcoming November 16, 2017 meeting in Westport.

I invite you to attend and provide any additional comments for the Commission in person. The meeting will be held at the Westport Maritime Museum, 2201 Westhaven Dr., Westport WA 98595, and we have tentatively scheduled the item for 1:00 P.M.

In your letter you requested that we respond by November 17, 2017. However, we plan to discuss the letter with the Commission at the November 16, 2017 meeting, and so will not have had a chance to prepare a response as requested. We hope to provide a considered response by the end of the month.

Thanks and I hope to see you at the Commission meeting in Westport.

Sincerely,

A handwritten signature in dark ink, appearing to read "Donald Hoch".

Donald Hoch
Director

Commission Meeting Westport, WA

November 16, 2017



EMBRACE YOUR
NATURE

Attachment 4

Item E-3: Saint Edward State Park – Ballfields – Report



EMBRACE YOUR
NATURE

Introduction

- Standing Commission policy regarding sports fields
- Previous effort to lease ballfields
- Current ballfield lease and improvements
- Next steps



Commission 2007 Sports Fields Guidelines

- Primary responsibility of local government
- No additional State Park lands be dedicated for this purpose
- Existing fields are not to be expanded in size
- Any improvements to existing fields will not significantly impact the cultural landscape of the park or other park uses
- Field lighting, artificial playing surfaces, and permanent seating require specific approval by the Commission



Saint Edward Ballfields - Evolution

- Lease of ballfields proposed by the City of Kenmore (2008)
 - Improvements not specified
 - Proposed lease not approved by Commission
- 2013 Transformation Strategy
 - Partnerships with local government
 - 2016 MOU with Kenmore



Current Ballfields Proposal

- 2016 SEPA Lead Agency Agreement
- Optional streamlined DNS SEPA review process
- Environmental review re-started (July 2017)
- Concerns raised by staff and Commission during review

Concerns Raised

- Noise
- Regional supply of sports fields
- Adequacy of proposed parking
- Mitigation of potential tree risk
- Impact of field lighting on nocturnal wildlife

Current Ballfields Proposal

- Significant impacts identified
- Increasing difficulty reconciling State Parks and City environmental review process and standards
- Communicated concerns and requirements for environmental process and lease to City

Current Ballfields Proposal

- Entered into this process in good faith
- The significance of impacts was unexpected
- Unable to bring a recommendation with incomplete environmental information or in conflict with commission policy
- Still wish to proceed in a manner that is compatible with the agency's mission



Next Steps

- Meet with City to ensure that environmental and lease requirements are mutually understood
- Consider utilizing a facilitator to ensure effective exchange of information



Next Steps

- If at impasse, exit SEPA lead agency agreement
- City may then proceed independently with SEPA to secure a variance from its Critical Areas Ordinance
- City may request a lease for which State Parks would lead environmental review

