City of Kenmore - 18120 68th Avenue NE - Kenmore, WA 98028
Phone: 425-398-8900 - E-mail: cityhall@kenmorewa.gov

City of Kenmore
City Council Regular Meeting Agenda
7:00 p.m., Monday, March 11, 2019

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

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

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PRESENTATION

A. State of College - Eric W. Murray, Ph.D., President, Cascadia College - Bothell
Presentation

B. 2019 Hydroplane Cup Event - Jan Shaw, Seattle Outboard Association

VI. 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.

VII. CONSENT AGENDA

A. Total Check #s 41757 through 41845 in the amount of $398,270.99.
Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated: 2/15/19 in the amount of $141,063.76.
Payroll Check #10119 in the amount of $2,546.91.
Checks

B. Authorize City Manager to Execute Contract 19-C2011 with King County to Accept 2019-2020 Waste Reduction & Recycling Grant Funds

Agenda Item

C. Council Meeting Minutes of January 28, 2019
Minutes

D. Authorize the City Manager to Execute an Interlocal Agreement with the City of Bothell to Administer and Construct the Portion of SR522 Stage 3 Project Within Kenmore City Limits and Reimburse the City of Bothell for Project Costs Not to Exceed $100,000
Agenda Item

VIII. BUSINESS AGENDA

A. Mobile Home Park Zoning Code Amendments - Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner
(If you would like to request Spanish interpreter services, the City would be happy to accommodate this service. Please contact Lauri Anderson, Principal Planner, at 425-398-8900 by Thursday, March 7)
*(Por favor, comuníquese con Lauri Anderson, landerson@kenmorewa.gov, 425-398-8900, antes del **7 de marzo** si necesita los servicios de un intérprete durante la reunión que se celebrará el 11 de marzo en la alcaldía (City Hall))*
Agenda Item

B. A Regional Coalition for Housing (ARCH) 2019 Administrative Budget and Work Program - Nancy Ousley, Assistant City Manager
Agenda Item

IX. STAFF REPORT

X. COUNCILMEMBER REPORTS & COMMENTS & INITIATIVES

XI. ADJOURNMENT

Upcoming Meetings:

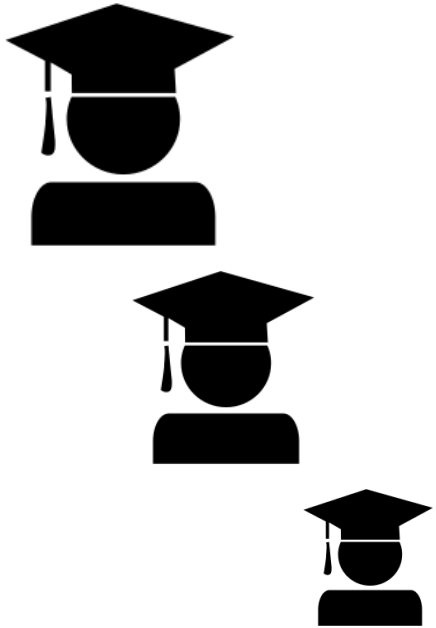
A. Monday, March 25, 2019 - Council Meeting
Monday, April 8, 2019 - Council Meeting - Tentative
Monday, April 15, 2019 - Council Meeting
Monday, April 22, 2019 - Council Meeting

Your community's college
CASCADIA COLLEGE
BOTHELL

Where Cascadia fits in

- Open access
- Most affordable
- Relevant programs designed by industry
- Exceptional faculty
- Flexible and convenient

Who we serve



5,349
headcount

58%
working part-time

34%
first generation

21
median age

75%
university transfer intent

42%
students of color

Where our students come from

Top Five Cities

Bothell

Woodinville

Kirkland

Snohomish

Kenmore

Where our students come from

Top Feeder High Schools

Bothell

Inglemoor

Woodinville

Juanita

Monroe

Northshore Homeschool Network

Lake Washington

Redmond

Sky Valley Education Center

Secondary Academy for Success

What they're coming for

Transfer Degrees (Associate's)

Running Start

STEM programs

What else they're coming for

Bachelor's Degree

Adult Basic Education

Worker Re-training

Corporate & Continuing Education

Corporate & Continuing Education

Custom Training for Companies and Courses & Certificates for Individuals

- Business Intelligence
- High Performance Management
- Human Resources Management
- Lean Six Sigma
- Project Management
- Quality Assurance

Cascadia's Economic Value

$20+ million annual budget

142 full-time employees

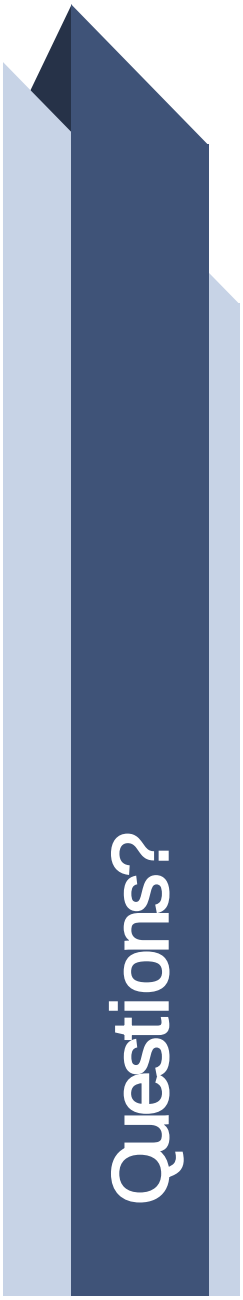
221 part-time employees

Challenges Ahead

Enrollment “Valley”
Legislative Support
Continued Marketing

Opportunities Ahead

CC4 – STEM Building
More Parking
Bachelor's in Mobile App Development
Equity & Inclusion work
Running Start expansion


Questions?

Voucher Certification and Approval

City of Kenmore
DATE RANGE:
02/09/2019-02/22/2019

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 41757 through 41845: **$398,270.99**

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct. Electronic Deposits Dated: 02/15/2019: $ 141,063.76

Payroll Check # 10119 in the amount of: **$ 2,546.91**

2-27-19
City Manager / Date

2-27-19
Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
AFLAC	41757	02/15/2019	Employee Medical/Disability Plans	172.38
AFLAC	41757	02/15/2019	Employee Medical/Disability Plans	154.72
AMERICAN GENERAL LIFE GPO-400S	41758	02/15/2019	Life Insurance	203.27
AMERICAN GENERAL LIFE GPO-400S	41758	02/15/2019	Life Insurance	67.37
AMERICAN GENERAL LIFE GPO-400S	41758	02/15/2019	Life Insurance	37.63
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	141.84
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	60.22
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	72.66
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	547.13
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	232.22
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	280.38
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	93.58
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	3.13
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	1.94
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	165.08
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	5.51
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	3.46
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	154.66
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	75.61
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	94.54
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	596.71
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	291.63
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	364.82
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	103.38
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	3.46
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	2.11
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	182.41
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	6.12
DEPARTMENT OF LABOR AND INDUSTRIES	41759	02/15/2019	City of Kenmore	3.69
DEPARTMENT OF LABOR AND INDUSTRIES	41760	02/15/2019	Void	-
EMPLOYMENT SECURITY DEPT	41761	02/15/2019	Paid Family & Medical Leave	266.36

EMPLOYMENT SECURITY DEPT	41761	02/15/2019 Paid Family & Medical Leave	39.36
EMPLOYMENT SECURITY DEPT	41761	02/15/2019 Paid Family & Medical Leave	38.45
EMPLOYMENT SECURITY DEPT	41761	02/15/2019 Paid Family & Medical Leave	267.34
EMPLOYMENT SECURITY DEPT	41761	02/15/2019 Paid Family & Medical Leave	45.65
EMPLOYMENT SECURITY DEPT	41761	02/15/2019 Paid Family & Medical Leave	43.35
ICMA RETIREMENT C/O ALLFIRST BANK - 1099€	41762	02/15/2019 City of Kenmore 401a Loan	240.68
ICMA RETIREMENT C/O ALLFIRST BANK - 1099€	41762	02/15/2019 City of Kenmore 401a Loan	219.19
ICMA RETIREMENT C/O ALLFIRST BANK - 1099€	41762	02/15/2019 City of Kenmore 401a	11,757.56
ICMA RETIREMENT C/O ALLFIRST BANK - 1099€	41762	02/15/2019 City of Kenmore 401a	2,054.27
ICMA RETIREMENT C/O ALLFIRST BANK - 1099€	41762	02/15/2019 City of Kenmore 401a	1,952.70
ICMA RETIREMENT TRUST 457 - 304745	41763	02/15/2019 ICMA 457 Deferred Comp	81.12
ICMA RETIREMENT TRUST 457 - 304745	41763	02/15/2019 ICMA 457 Deferred Comp	3,652.29
ICMA RETIREMENT TRUST 457 - 304745	41763	02/15/2019 ICMA 457 Deferred Comp	145.00
ICMA RETIREMENT TRUST 457 - 304745	41763	02/15/2019 ICMA 457 Deferred Comp	716.98
LINCOLN NATIONAL LIFE INSURANCE	41764	02/15/2019 Life Ins/ADD & LTD	360.44
LINCOLN NATIONAL LIFE INSURANCE	41764	02/15/2019 Life Ins/ADD & LTD	65.07
LINCOLN NATIONAL LIFE INSURANCE	41764	02/15/2019 Life Ins/ADD & LTD	59.75
LINCOLN NATIONAL LIFE INSURANCE	41764	02/15/2019 Life Ins/ADD & LTD	557.71
LINCOLN NATIONAL LIFE INSURANCE	41764	02/15/2019 Life Ins/ADD & LTD	94.33
LINCOLN NATIONAL LIFE INSURANCE	41764	02/15/2019 Life Ins/ADD & LTD	86.84
NATIONAL LIFE OF VERMONT	41765	02/15/2019 Life Insurance	123.17
STATE OF FLORIDA DISBURSEMENT UNIT	41766	02/15/2019 Employee Deduction	275.00
UNITED WAY OF KING COUNTY	41767	02/15/2019 Employee Charitable Contribution	78.50
UNITED WAY OF KING COUNTY	41767	02/15/2019 Employee Charitable Contribution	78.50
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	38.83
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	8.74
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	9.36
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	20.82
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	4.83
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	5.52
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Ins Contributions	1,120.85
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Ins Contributions	244.56
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Ins Contributions	238.34
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	4.47
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	0.67
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	0.77
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	39.23
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	8.89
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	8.81
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	3,494.48
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	706.63
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	632.56
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	20.83
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	4.84
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	5.50
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Ins Contributions	1,125.19
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Ins Contributions	253.83
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Ins Contributions	224.73
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	3,354.59
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	32,058.68
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	6,741.58
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	6,225.00
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	4.47
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	0.67
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	0.77
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	3.86
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	441.36
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	3.85
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	87.23
AWC EMPLOYEE BENEFITS	41768	02/15/2019 Employee Health Insurance	7.74

AWC EMPLOYEE BENEFITS		41768	02/15/2019 Employee Health Insurance	77.19
AWC EMPLOYEE BENEFITS		41769	02/15/2019 Void	-
AWC EMPLOYEE BENEFITS		41770	02/15/2019 Void	-
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	3.66
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	6.19
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	6.54
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	9.74
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	15.07
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	11.04
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	53.60
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	136.25
LINCOLN NATIONAL LIFE INSURANCE		41771	02/15/2019 Addtl. Amt. Adjustments/New Hires/Salary Changes	11.12
A+ CONFERENCING		41772	02/22/2019 2/6/19 Conference Call	26.52
A+ CONFERENCING		41772	02/22/2019 2/8/19 Conference Call	13.18
A+ CONFERENCING		41772	02/22/2019 2/10 Conference Call	24.80
A+ CONFERENCING		41772	02/22/2019 2/13/19 Conference Call	17.40
AMERICAN PLANNING ASSOCIATION		41773	02/22/2019 Debbie Bent Membership Dues	644.00
AMERICAN PLANNING ASSOCIATION		41774	02/22/2019 Lauri Anderson Membership Dues	636.00
AWCPD		41775	02/22/2019 Planning Director Dues for Deborah Bent	100.00
BANNER BANK	DB	41776	02/22/2019 American Soc. of Landscape Architects/DF Supply	495.00
BANNER BANK	DB	41776	02/22/2019 American Soc. of Landscape Architects/DF Supply	175.00
BANNER BANK	DB	41776	02/22/2019 American Soc. of Landscape Architects/DF Supply	88.28
BANNER BANK	DB	41776	02/22/2019 American Soc. of Landscape Architects/DF Supply	52.80
BANNER BANK	DB	41776	02/22/2019 American Soc. of Landscape Architects/DF Supply	930.43
BANNER BANK	DB	41776	02/22/2019 United Air/Alaska/AWC/Nell Thorn LaConner	32.46
BANNER BANK	DB	41776	02/22/2019 United Air/Alaska/AWC/Nell Thorn LaConner	1,035.09
BANNER BANK	DB	41776	02/22/2019 United Air/Alaska/AWC/Nell Thorn LaConner	260.40
BANNER BANK	DB	41776	02/22/2019 United Air/Alaska/AWC/Nell Thorn LaConner	200.00
BANNER BANK	DB	41776	02/22/2019 United Air/Alaska/AWC/Nell Thorn LaConner	1,008.60
BANNER BANK	JG	41777	02/22/2019 Kenmore Camera/Amazon/Bus. Mgmt Daily/Shutterstoc	31.91
BANNER BANK	JG	41777	02/22/2019 Kenmore Camera/Amazon/Bus. Mgmt Daily/Shutterstoc	197.00
BANNER BANK	JG	41777	02/22/2019 Kenmore Camera/Amazon/Bus. Mgmt Daily/Shutterstoc	343.15
BANNER BANK	JG	41777	02/22/2019 Kenmore Camera/Amazon/Bus. Mgmt Daily/Shutterstoc	60.00
BANNER BANK	JGORDON	41778	02/22/2019 Dero Bike Racks/Smartsign/Peoples Storage	136.18
BANNER BANK	JGORDON	41778	02/22/2019 Dero Bike Racks/Smartsign/Peoples Storage	900.00
BANNER BANK	JGORDON	41778	02/22/2019 Dero Bike Racks/Smartsign/Peoples Storage	32.95
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	12.80
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	144.75
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	9.60
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	35.00
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	242.55
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	67.18
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	12.80
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	523.84
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	917.40
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	44.79
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	140.59
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	54.38
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	35.00
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	105.60
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	19.20
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	296.61
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	93.50
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	124.52
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	25.59
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	77.00

BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	19.20
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	154.00
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	32.99
BANNER BANK	KENMORE	41779	02/22/2019 Costco/Evergreen Safety/Optics Planet /1000 Bulbs	164.99
BANNER BANK	KENMORE	41780	02/22/2019 Void	-
BANNER BANK	NO	41781	02/22/2019 Diva/Paypal/PRA & OPMA Case Law/Safeway	33.00
BANNER BANK	NO	41781	02/22/2019 Diva/Paypal/PRA & OPMA Case Law/Safeway	45.00
BANNER BANK	NO	41781	02/22/2019 Diva/Paypal/PRA & OPMA Case Law/Safeway	10.00
BANNER BANK	NO	41781	02/22/2019 Diva/Paypal/PRA & OPMA Case Law/Safeway	57.91
BANNER BANK	NO	41781	02/22/2019 Diva/Paypal/PRA & OPMA Case Law/Safeway	31.61
BANNER BANK	NO	41781	02/22/2019 Diva/Paypal/PRA & OPMA Case Law/Safeway	35.00
BANNER BANK	RK	41782	02/22/2019 La Conner Country Inn/Bothell Chamber/Olive Garden	193.99
BANNER BANK	RK	41782	02/22/2019 La Conner Country Inn/Bothell Chamber/Olive Garden	2,582.84
BANNER BANK	RK	41782	02/22/2019 La Conner Country Inn/Bothell Chamber/Olive Garden	13.41
BANNER BANK	RK	41782	02/22/2019 La Conner Country Inn/Bothell Chamber/Olive Garden	46.00
BANNER BANK	SKROGH	41783	02/22/2019 Totallypromotional/VCITA/Community Newspapers/WI>	95.00
BANNER BANK	SKROGH	41783	02/22/2019 Totallypromotional/VCITA/Community Newspapers/WI>	12.83
BANNER BANK	SKROGH	41783	02/22/2019 Totallypromotional/VCITA/Community Newspapers/WI>	197.51
BANNER BANK	SKROGH	41783	02/22/2019 Totallypromotional/VCITA/Community Newspapers/WI>	45.00
BANNER BANK	SKROGH	41783	02/22/2019 Totallypromotional/VCITA/Community Newspapers/WI>	69.90
BELRED ENERGY SOLUTIONS		41784	02/22/2019 Refund Mechanical Permit MEC19-0080	313.60
BELRED ENERGY SOLUTIONS		41784	02/22/2019 Refund Mechanical Permit MEC19-0080	15.68
CALPORTLAND COMPANY		41785	02/22/2019 Sand for Snow & Ice	774.09
CALPORTLAND COMPANY		41785	02/22/2019 Sand for Snow & Ice	1,128.57
COMCAST BUSINESS		41786	02/22/2019 Feb. City Hall/Incubator/Hangar Internet	563.41
COMCAST BUSINESS		41786	02/22/2019 Feb. City Hall/Incubator/Hangar Internet	545.17
COMCAST BUSINESS		41786	02/22/2019 Feb. City Hall/Incubator/Hangar Internet	1,074.65
COMCAST BUSINESS		41787	02/22/2019 2/10-3/09 Squire's Landing Internet	69.95
COMCAST BUSINESS		41788	02/22/2019 2/14-3/13 City Hall Cable & Internet	152.11
COMCAST BUSINESS		41789	02/22/2019 Jan. City Hall Phones	370.11
EARTHWORKS		41790	02/22/2019 Monthly ROW Landscaping	4,722.55
FRUHLING SAND & TOPSOIL		41791	02/22/2019 Asphalt Disposal from Temporary Shop Site	35.00
GRAINGER		41792	02/22/2019 Public Works Equipment	542.70
GRAINGER		41792	02/22/2019 Public Works Equipment	542.70
GREGORY, JOANNE		41793	02/22/2019 Mileage Reimbursement	67.28
HOME DEPOT CREDIT SERVICES		41794	02/22/2019 Public Works Shop Setup & Parks Materials	242.25
HOME DEPOT CREDIT SERVICES		41794	02/22/2019 Public Works Shop Setup & Parks Materials	912.36
INSLEE, BEST, DOEZIE & RYDER, P.S.		41795	02/22/2019 Dec. 2018 Legal Svcs - Retainer	3,100.00
INSLEE, BEST, DOEZIE & RYDER, P.S.		41795	02/22/2019 Dec. Legal svcs - Executive	4,061.50
INSLEE, BEST, DOEZIE & RYDER, P.S.		41795	02/22/2019 Dec. Legal Svcs - Public Works	1,786.60
INSLEE, BEST, DOEZIE & RYDER, P.S.		41795	02/22/2019 Dec. Legal Svcs - Community Development	1,999.50
INSLEE, BEST, DOEZIE & RYDER, P.S.		41795	02/22/2019 Dec, Legal Svcs - LakePointe	905.00
INSLEE, BEST, DOEZIE & RYDER, P.S.		41795	02/22/2019 Dec. Legal Svcs - David W. Thompson IV	74.00
INSLEE, BEST, DOEZIE & RYDER, P.S.		41795	02/22/2019 Dec. Legal Svcs - Conner Homes	641.00
iWORQ SYSTEMS		41796	02/22/2019 2/1/19-1/31/20 Franchise Utility ROW Software	2,800.00
JET CITY PRINTING		41797	02/22/2019 Envelopes w/City Logo	14.52
JET CITY PRINTING		41797	02/22/2019 Envelopes w/City Logo	10.89
JET CITY PRINTING		41797	02/22/2019 Envelopes w/City Logo	76.23
JET CITY PRINTING		41797	02/22/2019 Envelopes w/City Logo	32.67

JET CITY PRINTING	41797	02/22/2019 Envelopes w/City Logo	14.52
JET CITY PRINTING	41797	02/22/2019 Envelopes w/City Logo	50.82
JET CITY PRINTING	41797	02/22/2019 Envelopes w/City Logo	29.04
JET CITY PRINTING	41797	02/22/2019 Envelopes w/City Logo	61.71
JET CITY PRINTING	41797	02/22/2019 Envelopes w/City Logo	21.78
JET CITY PRINTING	41797	02/22/2019 Envelopes w/City Logo	29.04
JET CITY PRINTING	41797	02/22/2019 Envelopes w/City Logo	21.78
JOHNSTON GROUP, LLC	41798	02/22/2019 January Government Relations Consulting	2,915.00
KENMORE COMMERCIAL LLC	41799	02/22/2019 March Incubator Bldg. Lease	3,291.66
KING COUNTY ANIMAL SVCS	41800	02/22/2019 Pet Licenses & Renewals	395.00
KING COUNTY FINANCE	41801	02/22/2019 Road Svcs/ No Dumping Sign Installation	194.84
KING COUNTY FINANCE	41802	02/22/2019 Road Svcs/Bridge Inspection	443.97
KING COUNTY FINANCE	41803	02/22/2019 Jan. Disposal Fees for Items Dumped in ROW	50.50
KING COUNTY FINANCE	41804	02/22/2019 Road Svcs - Signs/Signals	10,153.62
KING COUNTY FINANCE	41804	02/22/2019 Road Svcs - Signs/Signals	8,274.85
KING COUNTY SHERIFF	41805	02/22/2019 Nov. Police School District Overtime	7,041.70
KING COUNTY SHERIFF	41805	02/22/2019 Nov. Police Overtime @ Town Green	1,218.06
KING COUNTY SHERIFF	41805	02/22/2019 Police Overtime for Dec. Tree Lighting Event	715.63
KING COUNTY SHERIFF	41805	02/22/2019 Dec. Police School District Overtime	8,108.54
KING COUNTY SHERIFF	41805	02/22/2019 Dec. Police Overtime @ Town Green	1,678.93
KONICA MINOLTA BUSINESS SOLUTIONS	41806	02/22/2019 1/3-2/2/19 Incubator Copying Charges	2.81
KONICA MINOLTA BUSINESS SOLUTIONS	41806	02/22/2019 2/3-3/2/19 Incubator Copier Lease	212.74
MACLEOD RECKORD	41807	02/22/2019 19-C1980 Moorlands Park Safety Netting Design	3,385.80
MULTICARE CENTERS OF OCCUPATIONAL MEI	41808	02/22/2019 Pre-Employment Examinations	520.00
NATIONAL LEAGUE OF CITIES	41809	02/22/2019 NLC Membership Renewal	1,533.67
NORTHSHORE FIRE DEPT	41810	02/22/2019 January Fire Marshal Plan Review	200.00
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Log Boom Park Irrigation	138.50
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 77th/SR522 Irrigation	69.25
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Rhododendron Park Restroom	216.48
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Squire;s Landing Water/Sewer	148.79
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Moorlands Park Restroom	197.98
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 73rd/SR522 ROW Irrigation	38.95
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Log Boom Park Restroom	320.65
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Rhododendron Park Irrigation	221.60
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Rhododendron Park Irrigation	221.60
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Boat Launch Restroom	156.43
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 61st/SR522 Irrigation	138.50
NORTHSHORE UTILITY DIST	41811	02/22/2019 11/30-1/31 Moorlands Park Irrigation	138.50
NORTHSHORE UTILITY DIST	41812	02/22/2019 January Fleet Fuel & Maintenance	52.58
NORTHSHORE UTILITY DIST	41812	02/22/2019 January Fleet Fuel & Maintenance	619.41
NORTHSHORE UTILITY DIST	41812	02/22/2019 January Fleet Fuel & Maintenance	289.81
NORTHSHORE UTILITY DIST	41812	02/22/2019 January Fleet Fuel & Maintenance	409.98
NORTHSHORE UTILITY DIST	41812	02/22/2019 January Fleet Fuel & Maintenance	875.53
NORTHSHORE UTILITY DIST	41812	02/22/2019 January Fleet Fuel & Maintenance	179.41
NORTHSHORE UTILITY DIST	41812	02/22/2019 January Fleet Fuel & Maintenance	1,839.80
OFFICE DEPOT	41813	02/22/2019 Label Maker	27.49
OFFICE DEPOT	41814	02/22/2019 Office Supplies	8.55
OFFICE DEPOT	41814	02/22/2019 Office Supplies	6.41
OFFICE DEPOT	41814	02/22/2019 Office Supplies	44.88
OFFICE DEPOT	41814	02/22/2019 Office Supplies	19.24

OFFICE DEPOT	41814	02/22/2019 Office Supplies	8.55
OFFICE DEPOT	41814	02/22/2019 Office Supplies	29.92
OFFICE DEPOT	41814	02/22/2019 Office Supplies	17.10
OFFICE DEPOT	41814	02/22/2019 Office Supplies	36.33
OFFICE DEPOT	41814	02/22/2019 Office Supplies	12.82
OFFICE DEPOT	41814	02/22/2019 Office Supplies	17.10
OFFICE DEPOT	41814	02/22/2019 Office Supplies	12.83
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	1.33
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	1.00
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	6.97
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	2.99
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	1.33
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	4.65
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	2.65
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	5.64
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	1.99
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	2.65
OFFICE DEPOT	41815	02/22/2019 Breakroom Supplies	1.98
OFFICE DEPOT	41816	02/22/2019 Office Supplies	5.46
OFFICE DEPOT	41816	02/22/2019 Office Supplies	4.09
OFFICE DEPOT	41816	02/22/2019 Office Supplies	32.63
OFFICE DEPOT	41816	02/22/2019 Office Supplies	12.28
OFFICE DEPOT	41816	02/22/2019 Office Supplies	5.46
OFFICE DEPOT	41816	02/22/2019 Office Supplies	19.11
OFFICE DEPOT	41816	02/22/2019 Office Supplies	10.92
OFFICE DEPOT	41816	02/22/2019 Office Supplies	23.20
OFFICE DEPOT	41816	02/22/2019 Office Supplies	25.01
OFFICE DEPOT	41816	02/22/2019 Office Supplies	8.19
OFFICE DEPOT	41816	02/22/2019 Office Supplies	10.92
OFFICE DEPOT	41816	02/22/2019 Office Supplies	25.01
OFFICE DEPOT	41816	02/22/2019 Office Supplies	8.20
PAWS	41817	02/22/2019 January Animal Sheltering Svcs	192.00
PUGET SOUND ENERGY	41818	02/22/2019 January City Hall Electricity	2,821.03
PUGET SOUND ENERGY	41818	02/22/2019 January Street Light Charges	9,269.25
PUGET SOUND ENERGY	41818	02/22/2019 62nd Ave NE LED Lighting Upgrade	862.26
QUALITY BUSINESS SYSTEMS - WELLS FARGO	41819	02/22/2019 2/5-3/4/19 1st Floor Copier Lease	675.53
QUALITY BUSINESS SYSTEMS INC.	41820	02/22/2019 1/2-2/1/19 2nd Floor Copy Chgs	230.56
REPUBLIC SERVICES	41821	02/22/2019 January Hangar Bldg. Solid Waste Svcs	540.81
SARAH ROBERTS	41822	02/22/2019 January Prosecution Services	11,562.97
SCORE	41823	02/22/2019 December Outside Health Svcs.	48.65
SCORE	41824	02/22/2019 January Inmate Housing	34,596.00
SHANNON & WILSON, INC.	41825	02/22/2019 18-C1850 Kenmore SMP/Critical Areas Prof Svcs	1,922.00
SHI INTERNATIONAL CORP.	41826	02/22/2019 2 InDesign (Graphic Design) Licenses	882.20
STAPLES ADVANTAGE	41827	02/22/2019 City Hall Maintenance Supplies	60.31
STAPLES ADVANTAGE	41828	02/22/2019 D Batteries	25.84
STAPLES ADVANTAGE	41829	02/22/2019 Hangar Bldg. Maintenance Supplies	238.14
STAPLES ADVANTAGE	41830	02/22/2019 City Hall Maintenance Supplies	79.83
STAPLES ADVANTAGE	41831	02/22/2019 Sidewalk De-Icer	199.65
STAPLES ADVANTAGE	41831	02/22/2019 Sidewalk De-Icer	199.65

STAPLES ADVANTAGE	41832	02/22/2019 Hangar Bldg. Maintenance Supplies	138.59
STAPLES ADVANTAGE	41833	02/22/2019 Hangar Bldg. Maintenance Supplies	47.56
STAPLES ADVANTAGE	41834	02/22/2019 City Hall Maintenance Supplies	271.86
STAPLES ADVANTAGE	41835	02/22/2019 Hangar & City Hall Maint. Supplies	94.18
STAPLES ADVANTAGE	41835	02/22/2019 Hangar & City Hall Maint. Supplies	188.37
STEWART MACNICHOLS HARMELL, INC.	41836	02/22/2019 January Public Defender Services	5,000.00
TCF ARCHITECTURE	41837	02/22/2019 18-C1960 Dec. Maint. Shop Feasability Analysis	1,250.00
TCF ARCHITECTURE	41837	02/22/2019 18-C1960 Dec. Maint. Shop Feasability Analysis	1,250.00
TCF ARCHITECTURE	41837	02/22/2019 18-C1960 Jan. Maint. Shop Feasability Analysis	1,250.00
TCF ARCHITECTURE	41837	02/22/2019 18-C1960 Jan. Maint. Shop Feasability Analysis	1,250.00
THE EVP GROUP	41838	02/22/2019 January Incubator Consulting Svcs	3,622.50
TOWN CENTER HARDWARE	41839	02/22/2019 Jan. Purchases/PW Supplies & Equip.	13.37
TOWN CENTER HARDWARE	41839	02/22/2019 Jan. Purchases/PW Supplies & Equip.	87.31
TRANSPO GROUP USA INC.	41840	02/22/2019 18-C1885 Jan. Traffic Engineering On-Call	85.00
TRI-COUNTY LAND SURVEYING	41841	02/22/2019 Survey/Plat Amendment Inglewood Condos	3,800.00
TUCKER, NATHAN	41842	02/22/2019 Return Incubator Security Deposit	300.00
UTILITIES UNDERGROUND LOCATION CTR	41843	02/22/2019 January Utility Locates	188.34
COLUMBIA FORD	41844	02/22/2019 Vehicle, Snow Plow, & Sand Spreader Equipment Purc	96,725.32
COLUMBIA FORD	41844	02/22/2019 Vehicle, Snow Plow, & Sand Spreader Equipment Purc	14,913.67
COLUMBIA FORD	41844	02/22/2019 Vehicle, Snow Plow, & Sand Spreader Equipment Purc	19,340.73
BANNER BANK BAKER	41845	02/22/2019 Void	-
DRS 457	DFT0000309	02/15/2019 DRS 457 Deferred Comp	242.25
DRS 457	DFT0000310	02/15/2019 DRS 457 Deferred Comp	850.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000311	02/15/2019 Public Employees Retirement	1,700.66
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000311	02/15/2019 Public Employees Retirement	78.85
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000311	02/15/2019 Public Employees Retirement	90.12
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000312	02/15/2019 Public Employees Retirement	16,674.87
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000312	02/15/2019 Public Employees Retirement	2,791.27
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000312	02/15/2019 Public Employees Retirement	2,878.76
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000313	02/15/2019 Public Employees Retirement	674.94
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000313	02/15/2019 Public Employees Retirement	430.92
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000314	02/15/2019 Public Employees Retirement	128.43
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000315	02/15/2019 Public Employees Retirement	893.75
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000316	02/15/2019 Public Employees Retirement	1,705.78
NAVIA	DFT0000317	02/15/2019 Employee Flexible Spending Account	136.23
NAVIA	DFT0000317	02/15/2019 Employee Flexible Spending Account	175.00
NAVIA	DFT0000317	02/15/2019 Employee Flexible Spending Account	56.92
BANK OF AMERICA 941	DFT0000318	02/15/2019 Federal Taxes	342.88
BANK OF AMERICA 941	DFT0000318	02/15/2019 Federal Taxes	9,656.23
BANK OF AMERICA 941	DFT0000318	02/15/2019 Federal Taxes	3,071.12
BANK OF AMERICA 941	DFT0000318	02/15/2019 Federal Taxes	1,475.22
BANK OF AMERICA 941	DFT0000318	02/15/2019 Federal Taxes	522.60
BANK OF AMERICA 941	DFT0000318	02/15/2019 Federal Taxes	496.66
BANK OF AMERICA 941	DFT0000318	02/15/2019 Federal Taxes	1,349.05
CHASE WALKER	10119	2/15/2019 Payroll	2,546.91
PAYROLL	ACH Trans.	2/15/2019 Direct Deposit	94,641.25
			$ 541,881.66

VII. A. Total Check #s 41757 through 41845 in the amount of $398,270.99....

City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2019 - 02/22/2019

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0014	AMERICAN PLANNING ASSOCIATION	1,280.00
0022	ASSOCIATION OF WA CITIES	22,400.00
0037	BASTYR UNIVERSITY	50,000.00
0054	BULGER SAFE & LOCK, INC.	64.85
0076	CITY OF BELLEVUE	17,775.00
0081	CITY OF KENMORE	600.00
0083	CITY OF LAKE FOREST PARK	120,373.83
0092	CODE PUBLISHING COMPANY	1,023.77
0109	DAILY JOURNAL OF COMMERCE	210.00
0121	REPUBLIC SERVICES	1,601.16
0130	EMPLOYMENT SECURITY DEPT	1,352.99
0134	EVERGREEN PRINT SOLUTIONS	215.06
0137	FERGUSON ENTERPRISES INC #3011	671.77
0145	FRUHLING SAND & TOPSOIL	35.00
0151	CALPORTLAND COMPANY	1,902.66
0173	HOME DEPOT CREDIT SERVICES	1,154.61
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	12,567.60
0197	JET CITY PRINTING	363.00
0201	KCDA PURCHASING COOP	2,377.06
0205	KENMORE HERITAGE SOCIETY	50.00
0206	KENMORE MIDDLE SCHOOL	2,500.00
0213	KING COUNTY ANIMAL SVCS	805.00
0219	KING COUNTY FINANCE	71,992.03
0229	KING COUNTY OFFICE OF FINANCE	2,067.00
0233	KING COUNTY SHERIFF	10,503.10
0251	LIGHTHOUSE CONSULTING INC	9,774.66
0260	MEEHAN, NANCY	290.27
0261	PENDLETON CONSULTING LLC	4,046.80
0285	NORTHSHORE FIRE DEPT	480.00
0286	NORTHSHORE SCHOOL DISTRICT	10,573.00
0287	NORTHSHORE SENIOR CENTER	6,250.00
0288	NORTHSHORE UTILITY DIST	7,860.93
0289	NORTHSHORE YMCA	1,625.00
0290	NORTHSHORE YOUTH & FAMILY SERVICES	4,000.00
0292	HONEY BUCKET	215.05
0299	PERSONAL BEST	118.27
0300	OFFICE DEPOT	1,528.74
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	1,785.00
0310	PACIFIC TOPSOILS	345.65
0327	PUGET SOUND CLEAN AIR AGENCY	18,505.00
0328	PUGET SOUND ENERGY	28,012.66
0329	PUGET SOUND FINANCE OFFICERS ASSOC	50.00
0345	SEATTLE TIMES	516.80
0355	STAPLES ADVANTAGE	1,665.22
0357	STEWART MACNICHOLS HARMELL, INC.	10,000.00
0359	SOUND CITIES ASSOC	15,017.45
0385	WA ASSOC OF BUILDING OFFICIALS	125.00
0387	WA CITIES INSURANCE AUTHORITY	290,020.00
0405	WASHINGTON STATE OFFICE CASH MGMT	628.50
0424	ICMA RETIREMENT TRUST 457 - 304745	17,931.07
0425	DRS 457	4,272.96
0426	AFLAC	654.20

VII. A. Total Check #s 41757 through 41845 in the amount of $398,270.99....

Vendor Purchasing Report **For Date Range 01/01/2019 - 02/22/2019**

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0428	BANK OF AMERICA 941	63,774.93
0429	AWC EMPLOYEE BENEFITS	112,905.55
0431	DEPARTMENT OF RETIREMENT SYSTEMS	106,286.11
0432	DEPARTMENT OF LABOR AND INDUSTRIES	6,173.99
0434	UNITED WAY OF KING COUNTY	314.00
0436	NATIONAL LIFE OF VERMONT	246.34
0448	UPS STORE	35.78
0450	AURORA RENTS	2,943.79
0484	CITY WIDE FENCE COMPANY, INC	11,638.00
0501	MACLEOD RECKORD	3,385.80
0515	NATIONAL LEAGUE OF CITIES	1,533.67
0617	KING COUNTY FINANCE	750.00
0639	KONICA MINOLTA BUSINESS SOLUTIONS	432.83
0685	PACE ENGINEERS, INC.	20,695.09
0692	HDR ENGINEERING, INC	20,236.47
0696	AMERICAN GENERAL LIFE GPO-400S	620.93
0699	BANNER BANK DB	4,278.06
0743	BANNER BANK NO	706.39
0781	QUALITY BUSINESS SYSTEMS INC.	2,756.28
0788	CURTIS, DR. MILTON	91.02
0791	NORTHSHORE ROTARY CLUB	204.00
0800	BANNER BANK JG	1,550.15
0817	GRAINGER	2,053.09
0834	BANNER BANK KENMORE	6,343.07
0852	GREGORY, JOANNE	67.28
0858	A+ CONFERENCING	81.90
0864	COLUMBIA FORD	130,979.72
0869	BANNER BANK JGORDON	5,413.83
0892	JACOBS ENGINEERING GROUP	44,747.70
0899	SHRED-IT USA LLC	162.59
0912	ALCALDE & FAY	5,020.63
0937	ZUMAR	9,585.53
0981	COMCAST BUSINESS	5,692.08
0994	GORDON THOMAS HONEYWELL	4,114.37
1003	iWORQ SYSTEMS	2,800.00
1010	TOWN CENTER HARDWARE	100.68
1047	SARAH ROBERTS	22,724.14
1114	PHSI PURE HEALTH SOLUTIONS INC.	101.09
1116	FRONTIER	1,063.84
1123	AM TEST, INC	450.00
1140	PAWS	564.00
1148	QUALITY WATER FINANCIAL LLC	131.90
1177	WELLS FARGO FINANCIAL	619.73
1192	HOPKINS, CRAIG	89.32
1197	MILLER STEPHENS, MARY	1,250.00
1212	MCALLISTER, TERESA	19.62
1215	STATE OF FLORIDA DISBURSEMENT UNIT	1,100.00
1248	KENMORE AIR	3,037.40
1299	VERIZON WIRELESS	283.69
1304	HAMPSON, BRYAN	70.18
1309	BANNER BANK BAKER	976.00
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	600.00
1331	KBA INC.	6,959.21
1357	KENMORE COMMERCIAL LLC	9,874.98
1358	ALPHAGRAPHICS	190.17
1363	INNOVAC	2,204.13
1403	OSBORN CONSULTING INC.	7,345.88
1431	BRIEN, GAYLYNN	50.00

VII. A. Total Check #s 41757 through 41845 in the amount of $398,270.99....

Vendor Purchasing Report **For Date Range 01/01/2019 - 02/22/2019**

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1437	VOLGISTICS, INC	540.00
1452	CITY OF KENT	500.00
1459	FLEMINGS HOLIDAY LIGHTING LLC	5,739.02
1478	HERBIG, NIGEL	70.18
1504	SCORE	68,124.65
1550	THE EVP GROUP	7,802.50
1555	LINCOLN NATIONAL LIFE INSURANCE	2,517.55
1581	STARDOM SERVICES, INC.	555.00
1596	NW ENVIRONMENTAL TRAINING CENTER	3,225.00
1673	KPFF CONSULTING ENGINEERS	51,357.44
1678	VICENTE, JOHN	1,367.00
1689	MOTT MACDONALD GROUP, INC.	52,883.23
1690	SITTS & HILL ENGINEERS, INC.	3,438.00
1704	BANNER BANK RK	3,550.53
1711	SOFTWAREONE, INC.	10,622.57
1718	RESOURCE EXPLORATION, LLC	20,000.00
1738	MUNIMANAGE, LLC	31,185.00
1787	M M COMFORT SYSTEMS	36.75
1798	OLBRECHTS & ASSOCIATES, PLLC	2,255.50
1814	YSI INCORPORATED, A XYLEM BRAND	1,738.55
1816	NAVIA	9,472.60
1828	QUALITY BUSINESS SYSTEMS - WELLS FARGO	1,351.06
1829	SHI INTERNATIONAL CORP.	882.20
1835	INC4INC, INC.	7,500.00
1846	AWCPD	100.00
1879	HOLMBERG COMPANY	3,628.70
1889	WILLIAMS, KASTNER & GIBBS PLLC	9,551.00
1900	ASPECT CONSULTING LLC	690.56
1930	T-MOBILE USA, INC.	617.65
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	615.00
1962	BANNER BANK SKROGH	1,382.74
1964	EARTHWORKS	9,445.10
1978	GOVDELIVERY, LLC	13,005.91
1980	HRA VEBA TRUST	15,707.55
1985	CONTRACT LAND STAFF LLC	505.00
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	2,000.00
1998	JOHNSTON GROUP, LLC	5,830.00
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
2048	SMS CLEANING, INC.	5,700.00
2081	SHANNON & WILSON, INC.	13,138.25
2095	TRANSPO GROUP USA INC.	85.00
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180.00
2129	CHELIN, KELLY	84.87
2132	FUELCARE	660.00
2142	ICMA RETIREMENT C/O ALLFIRST BANK - 109964	61,412.35
2147	SOD SPOT LLC	4,350.00
2148	Town and Country Fence Inc.	2,337.51
2157	SOUND SAFETY PRODUCTS CO.	559.43
2159	TRAILER BOSS	8,181.90
2160	ALLWEST UNDERGROUND INC.	1,980.60
2161	BENNETT-GOLD, TOBIN	282.17
2162	ESWO, LLC	15,000.00
2163	CORNERSTONE ARCHITECTUAL GROUP	10,460.00
2164	RANKIN, BRUCE	418.95
2166	BARKER MARTIN, P.S.	3,717.50
2167	APWA-WA CHAPTER	1,500.00
2168	FRED PRYOR SEMINARS	149.00
2169	ETC INSTITUTE	13,731.90

VII. A. Total Check #s 41757 through 41845 in the amount of $398,270.99....

Vendor Purchasing Report **For Date Range 01/01/2019 - 02/22/2019**

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2171	BELRED ENERGY SOLUTIONS	329.28
2172	TCF ARCHITECTURE	2,500.00
2173	TRI-COUNTY LAND SURVEYING	3,800.00
2174	TUCKER, NATHAN	300.00
	Vendor Set Vendor Set 01 Total:	**1,899,306.90**

VII. A. Total Check #s 41757 through 41845 in the amount of $398,270.99....

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: 2019-2020 King County Waste Reduction & Recycling Grant funding	For Council Meeting Agenda of: March 11, 2019 Department: Public Works Prepared by: Jennifer Gordon, Public Works Operations Manager Initial & Date Approved by Department Head: 2/20/19 Approved by City Attorney: Approved by Finance Director: 2/25/19 Approved by City Manager:
Proposed Council Action/Motion: Authorize City Manager to execute contract 19-C2011 with King County to accept 2019-2020 Waste Reduction & Recycling Grant funds	Exhibits/Attachments: Draft Agreement Contract 19-C2011

INFORMATION/BACKGROUND:

King County and the City of Kenmore adopted the 2001 King County Comprehensive Solid Waste Management Plan, which includes waste reduction and recycling goals. To help meet these goals, the King County Solid Waste Division has established a waste reduction and recycling grant program for the cities that operate under the King County Comprehensive Solid Waste Management Plan. This program provides funding to further the development and/or enhancement of local waste reduction and recycling projects and for broader resource conservation projects that integrate with waste reduction and recycling programs and services. This grant program does not fund household hazardous waste collection activities. Program eligibility and grant administration terms are discussed in the Grant Guidelines, attached to the Agreement as Exhibit B and incorporated by reference. Grant funding for this program is subject to the budget approval process of the King County Council.

Grant funding approved by the King County Council is available to all King County cities that operate under the King County Comprehensive Solid Waste Management Plan. The City will spend its grant funds to fulfill the terms and conditions set forth in the scope of work, which is attached to the Agreement as Exhibit A. The County expects that any information and/or experience gained through the grant program by the City will be shared with the County and other King County cities.

FISCAL CONSIDERATION:
100% grant funding; no local City funds will be used to support the residential recycling events.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:
Effective and efficient services.

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CPA # 6059991

INTERAGENCY AGREEMENT FOR 2019 and 2020

Between

KING COUNTY and the CITY OF KENMORE

This two-year Interagency Agreement "Agreement" is executed between King County, a Charter County and political subdivision of the State of Washington, and the City of Kenmore, a municipal corporation of the State of Washington, hereinafter referred to as "County" and "City" respectively. Collectively, the County and City will be referred to as "Party" or "Parties."

PREAMBLE

King County and the City of Kenmore adopted the 2001 King County Comprehensive Solid Waste Management Plan, which includes waste reduction and recycling goals. In order to help meet these goals, the King County Solid Waste Division has established a waste reduction and recycling grant program for the cities that operate under the King County Comprehensive Solid Waste Management Plan. This program provides funding to further the development and/or enhancement of local waste reduction and recycling projects and for broader resource conservation projects that integrate with waste reduction and recycling programs and services. This grant program does not fund household hazardous waste collection activities. Program eligibility and grant administration terms are discussed in the Grant Guidelines, attached to this Agreement as Exhibit B and incorporated herein by reference. Grant funding for this program is subject to the budget approval process of the King County Council.

Grant funding approved by the King County Council is available to all King County cities that operate under the King County Comprehensive Solid Waste Management Plan. The City will spend its grant funds to fulfill the terms and conditions set forth in the scope of work, which is attached hereto as Exhibit A and incorporated herein by reference. The County expects that any information and/or experience gained through the grant program by the City will be shared with the County and other King County cities.

I. PURPOSE

The purpose of this Agreement is to define the terms and conditions for funding to be provided to the City by the County for waste reduction and recycling programs and/or services as outlined in the scope of work and budget attached as Exhibit A.

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II. RESPONSIBILITIES OF THE PARTIES

The responsibilities of the Parties to this Agreement shall be as follows:

A. The City:

1. Funds provided to the City by the County pursuant to this Agreement shall be used to provide waste reduction and recycling programs and/or services as outlined in Exhibit A. The total amount of funds available from this grant in 2019 and 2020 shall not exceed **$31,917**.

2. This Agreement provides for distribution of 2019 and 2020 grant funds to the City. However, grant funds are not available until January 1, 2019.

3. During this two-year grant program, the City will submit a minimum of two (2), but no more than eight (8), progress reports to the County in a form approved by the County. Reports must be signed by a City official. These reports will include:

    a. a description of each activity accomplished pertaining to the scope of work; and

    b. reimbursement requests with both a Budget Summary Report Form, which is attached hereto as Exhibit D and incorporated herein by reference, and an Expense Summary Form, which is attached hereto as Exhibit E and incorporated herein by reference, unless the City has a spreadsheet similar to the Expense Summary Form already in use, in which case the City is free to use that spreadsheet instead of the Expense Summary Form. The City will submit the form or similar spreadsheet and not submit backup documentation for grant expenses. If backup documentation is submitted, SWD will not retain it. The City shall maintain this documentation in its records.

    If the City chooses to submit up to the maximum of eight (8) progress reports and requests for reimbursement during the two-year grant program, they shall be due to the County on the last day of the month following the end of each quarter (April 30, July 30, October 31, January 31) except for the final progress report and request for reimbursement, which shall be due by March 31, 2021.

    If the City chooses to submit the minimum of two progress reports and requests for reimbursement during the two-year grant program, they shall be due to the County by January 31, 2020 and March 31, 2021.

    Regardless of the number of progress reports the City chooses to submit, in order to secure reimbursement, the City must provide in writing to the County by the 5th working day of January 2020 and January 2021, the dollar amount of outstanding expenditures for which the City has not yet submitted a reimbursement request.

4. The City shall submit a final report to the County which summarizes the work completed under the grant program and evaluates the effectiveness of the projects for which grant funds were utilized, according to the evaluation methods specified in the scope of work. The final report is due within six (6) months of completion of the project(s) outlined in the scope of work, but no later than June 30, 2021.

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5. If the City accepts funding through this grant program for the provision of waste reduction and recycling programs and projects for other incorporated areas of King County, the City shall explain the relationship with the affected adjacent city or cities that allows for acceptance of this funding and the specifics of the proposed programs and projects within the scope of work document related thereto.

6. The City shall be responsible for following all applicable Federal, state, and local laws, ordinances, rules, and regulations in the performance of work described herein. The City assures that its procedures are consistent with laws relating to public contract bidding procedures, and the County neither incurs nor assumes any responsibility for the City's bid, award, or contracting process.

7. During the performance of this Agreement, neither the City nor any Party subcontracting under the authority of this Agreement shall discriminate on the basis of race, color, sex, religion, nationality, creed, marital status, sexual orientation, age, or presence of any sensory, mental, or physical handicap in the employment or application for employment or in the administration or delivery of or access to services or any other benefits under this Agreement as defined by King County Code, Chapter 12.16.

8. During the performance of this Agreement, neither the City nor any Party subcontracting under the authority of this Agreement shall engage in unfair employment practices as defined by King County Code, Chapter 12.18. The City shall comply fully with all applicable federal, state, and local laws, ordinances, executive orders and regulations that prohibit such discrimination. These laws include, but are not limited to, RCW Chapter 49.60 and Titles VI and VII of the Civil Rights Act of 1964.

9. The City shall use recycled paper for the production of all printed and photocopied documents related to the fulfillment of this Agreement. The City shall use both sides of paper sheets for copying and printing and shall use recycled/recyclable products wherever practical.

10. The City shall maintain accounts and records, including personnel, financial, and programmatic records, and other such records as may be deemed necessary by the County, to ensure proper accounting for all project funds and compliance with this Agreement. All such records shall sufficiently and properly reflect all direct and indirect costs of any nature expended and service provided in the performance of this Agreement.

    These records shall be maintained for a period of six (6) years after termination hereof unless permission to destroy them is granted by the Office of the State Archivist in accordance with RCW Chapter 40.14. These accounts shall be subject to inspection, review, or audit by the County and/or by federal or state officials as so authorized by law.

11. The City shall maintain a record of the use of any equipment that costs more than $1,000 and is purchased with grant funds from King County for a total period of three (3) years. The records shall be compiled into a yearly evaluation report, a copy of which shall be submitted to King County by March 31 of each year through the year 2023.

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12. The City agrees to credit King County on all printed materials provided by the County, which the City is duplicating, for distribution. Either King County's name and logo must appear on King County materials (including fact sheets, case studies, etc.), or, at a minimum, the City will credit King County for artwork or text provided by the County as follows: "artwork provided courtesy of King County Solid Waste Division" and/or "text provided courtesy of King County Solid Waste Division."

13. The City agrees to submit to the County copies of all written materials which it produces and/or duplicates for local waste reduction and recycling projects which have been funded through the waste reduction and recycling grant program. Upon request, the City agrees to provide the County with a reproducible copy of any such written materials and authorizes the County to duplicate and distribute any written materials so produced, provided that the County credits the City for the materials.

14. The City will provide the King County Project Manager with the date and location of each Recycling Collection Event provided by the City, as well as copies of any printed materials used to publicize each event, as soon as they are available but no later than thirty (30) days prior to the event. If there is any change in the date or the location of an event, the City will notify the County a minimum of thirty (30) days prior to the event. If the event brochure is required for admission to the City's event, the City is exempt from having to provide the brochure to King County.

15. If the City accepts funding through this grant program for the provision of recycling collection events for adjacent areas of unincorporated King County, the City shall send announcements of the events to all residences listed in the agreed upon areas listed in Exhibit A. The announcements and all other printed materials related to these events shall acknowledge King County as the funding source.

16. This project shall be administered by Jennifer Gordon, Public Works Operations Manager, or designee.

B. The County:

1. The County shall administer funding for the waste reduction and recycling grant program. Funding is designated by the city and is subject to the King County Council's budget approval process. Provided that the funds are allocated through the King County Council's budget approval process, grant funding to the City will include a base allocation of $10,000 per year with the balance of funds to be allocated according to the City's percentage of King County's residential and employment population. However, if this population based allocation formula calculation would result in a city receiving less than $10,000 per year, that city shall receive an additional allocation that would raise their total grant funding to $10,000 per year.

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2. Within forty-five (45) days of receiving a request for reimbursement from the City, the County shall either notify the City of any exceptions to the request which have been identified or shall process the request for payment. If any exceptions to the request are made, this shall be done by written notification to the City providing the reason for such exception. The County will not authorize payment for activities and/or expenditures which are not included in the scope of work and budget attached as Exhibit A, unless the scope has been amended according to Section V of this Agreement. King County retains the right to withhold all or partial payment if the City's report(s) and reimbursement request(s) are incomplete (i.e., do not include proper documentation of expenditures and/or adequate description of each activity described in the scope of work for which reimbursement is being requested), and/or are not consistent with the scope of work and budget attached as Exhibit A.

3. The County agrees to credit the City on all printed materials provided by the City to the County, which the County duplicates, for distribution. Either the City's name and logo will appear on such materials (including fact sheets, case studies, etc.), or, at a minimum, the County will credit the City for artwork or text provided by the City as follows: "artwork provided courtesy of the City of Kenmore" and/or "text provided courtesy of the City of Kenmore."

4. The County retains the right to share the written material(s) produced by the City which have been funded through this program with other King County cities for them to duplicate and distribute. In so doing, the County will encourage other cities to credit the City on any pieces that were produced by the City.

5. The waste reduction and recycling grant program shall be administered by Lucy Auster, Project Manager, King County Solid Waste Division, or designee.

III. DURATION OF AGREEMENT

This Agreement shall become effective on either January 1, 2019 or the date of execution of the Agreement by both the County and the City, if executed after January 1, 2019, and shall terminate on June 30, 2021. The City shall not incur any new charges after December 31, 2020. However, if execution by either Party does not occur until after January 1, 2019, this Agreement allows for disbursement of grant funds to the City for County-approved programs initiated between January 1, 2019 and the later execution of the Agreement provided that the City complies with the reporting requirements of Section II.A of the Agreement.

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IV. TERMINATION

A. This Agreement may be terminated by King County, in whole or in part, for convenience without cause prior to the termination date specified in Section III, upon thirty (30) days advance written notice.

B. This Agreement may be terminated by either Party, in whole or in part, for cause prior to the termination date specified in Section III, upon thirty (30) days advance written notice. Reasons for termination for cause may include but not be limited to: nonperformance; misuse of funds; and/or failure to provide grant related reports/invoices/statements as specified in Section II.A.3. and Section II.A.4.

C. If the Agreement is terminated as provided in this section: (1) the County will be liable only for payment in accordance with the terms of this Agreement for services rendered prior to the effective date of termination; and (2) the City shall be released from any obligation to provide further services pursuant to this Agreement.

D. Nothing herein shall limit, waive, or extinguish any right or remedy provided by this Agreement or law that either Party may have in the event that the obligations, terms and conditions set forth in this Agreement are breached by the other Party.

V. AMENDMENTS

This Agreement may be amended only by written agreement of both Parties. Amendments to scopes of work will only be approved if the proposed amendment is consistent with the most recently adopted King County Comprehensive Solid Waste Management Plan. Funds may be moved between tasks in the scope of work, attached as Exhibit A, only upon written request by the City and written approval by King County. Such requests will only be approved if the proposed change(s) is (are) consistent with and/or achieves the goals stated in the scope and falls within the activities described in the scope.

VI. HOLD HARMLESS AND INDEMNIFICATION

The City shall protect, indemnify, and hold harmless the County, its officers, agents, and employees from and against any and all claims, costs, and/or issues whatsoever occurring from actions by the City and/or its subcontractors pursuant to this Agreement. The City shall defend at its own expense any and all claims, demands, suits, penalties, losses, damages, or costs of any kind whatsoever (hereinafter "claims") brought against the County arising out of or incident to the City's execution of, performance of, or failure to perform this Agreement. Claims shall include but not be limited to assertions that the use or transfer of any software, book, document, report, film, tape, or sound reproduction or material of any kind, delivered hereunder, constitutes an infringement of any copyright, patent, trademark, trade name, and/or otherwise results in unfair trade practice.

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VII. INSURANCE

A. The City, at its own cost, shall procure by the date of execution of this Agreement and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with performance of work pursuant to this Agreement by the City, its agents, representatives, employees, and/or subcontractors. The minimum limits of this insurance shall be $1,000,000 general liability insurance combined single limit per occurrence for bodily injury, personal injury, and property damage. If the policy has an aggregate limit, a $2,000,000 aggregate shall apply. Any deductible or self-insured retentions shall be the sole responsibility of the City. Such insurance shall cover the County, its officers, officials, employees, and agents as additional insureds against liability arising out of activities performed by or on behalf of the City pursuant to this Agreement. A valid Certificate of Insurance and additional insured endorsement is attached to this Agreement as Exhibit C, unless Section VII.B. applies.

B. If the Agency is a Municipal Corporation or an agency of the State of Washington and is self-insured for any of the above insurance requirements, a written acknowledgement of self-insurance is attached to this Agreement as Exhibit C.

C. If the Agency is a Municipal Corporation or an agency of the State of Washington and is a member of the Washington Cities Insurance Authority (WCIA), a written acknowledgement/certification of current membership is attached to this Agreement as Exhibit C.

VIII. ENTIRE CONTRACT/WAIVER OF DEFAULT

This Agreement is the complete expression of the agreement of the County and City hereto, and any oral or written representations or understandings not incorporated herein are excluded. Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be deemed to be waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written approval by the County, which shall be attached to the original Agreement.

IX. TIME IS OF THE ESSENCE

The County and City recognize that time is of the essence in the performance of this Agreement.

X. SEVERABILITY

If any section, subsection, sentence, clause or phrase of this Agreement is, for any reason, found to be unconstitutional or otherwise invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions.

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XI. NOTICE

Any notice required or permitted under this Agreement shall be deemed sufficiently given or served if sent to the King County Solid Waste Division and the City at the addresses provided below:

Lucy Auster, Project Manager, or a provided designee
King County Solid Waste Division
Department of Natural Resources and Parks
201 South Jackson Street, Suite 701
Seattle, WA 98104-3855

If to the City:

Jennifer Gordon, Public Works Operations Manager, or a provided designee
City of Kenmore
18120 68th Avenue NE
Kenmore, WA 98028

IN WITNESS WHEREOF this Agreement has been executed by each Party on the date set forth below:

City of Kenmore

_____
Rob Karlinsey, City Manager

_____
Date

King County

BY_____
Pat D. McLaughlin, Director
Solid Waste Division

For Dow Constantine, King County Executive

_____
Date

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Exhibit A
King County Waste Reduction and Recycling Grant Program
City of Kenmore
2019/20 Scope of Work

A. Basic Information

1. City of Kenmore

2. Grant project manager: Jennifer Gordon
Public Works Operations Manager
City of Kenmore
18120 68th AVE NE
Kenmore, WA 98028-0607
TEL – (425) 398-8900
FAX - (425) 481-3236
Email - jgordon@kenmorewa.gov

3. Contractor name: Olympic Environmental Resources
4715 SW Walker Street
Seattle, WA 98116
TEL - (206) 938-8262
Email – pauldevine@msn.com

4. 2019/20 Budget: $31,917.00

B. Scope of Work

1. Task One: Recycling Collection Events

A. Schedule - Spring and Fall, 2019/20

B. Task Activities

- Total Number of Recycling Collection Events – Four
- Materials to be collected:
  - Appliances
  - Refrigerators and Freezers+
  - Ferrous Metals
  - Non-ferrous Metals
  - Tires+
  - Lead Acid Batteries
  - Household Batteries
  - Porcelain Toilets and Sinks+
  - Propane Tanks+

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- Mattresses+
- Cardboard
- Reusable Household Goods
- Textiles
- Bulky Yard Debris
- Clean Scrap Wood
- Electronic Equipment
- Styrofoam
- Shredded Paper

+User fees apply

- The following educational materials will be distributed:
  - Information on City Recycling Programs.
  - Educational Materials produced by King County Department of Natural Resources and Local Hazardous Waste Management Plan.
  - Other educational materials as appropriate.

- Event promotional methods
  - By distributing a promotional flyer through direct mailings to Kenmore residents.
  - By notices in City newsletters (whenever possible).
  - By posting a notice at City Hall and on the City cable channel and City web site (if available).
  - By publicizing the event through the King County Solid Waste Division Promotional Activities.

C) Task evaluation. Event reports will include:

- Number of vehicles attending
- Volume of each material collected
- Event cost by budget category
- Event comments
- Graphic or tabular comparison of 2019/20 volumes and vehicles with prior year's events.

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D) Task Budget: $29,024.00

Estimated Costs	2019/20 WRR	2019 LHWMP	2019 DOE	2019 WRR	2020 WRR	TOTAL
City Staff Costs						
Project Administration	$800.00	$0.00	$0.00	$400.00	$400.00	$800.00
Consultant and Contract Services						
Event Management, Staffing, Reporting, and Graphics*	$6,184.00	$4,320.00	$1,444.00	$3,092.00	$3,092.00	$11,948.00
Event Staff Costs**	$7,040.00	$1,980.00	$1,980.00	$3,520.00	$3,520.00	$11,000.00
Collection/Hauling Costs						
Wood Waste	$1,000.00	$0.00	$200.00	$500.00	$500.00	$1,200.00
Scrap Metal, Appliances, etc.	$3,000.00	$0.00	$800.00	$1,500.00	$1,500.00	$3,800.00
Tires	$2,000.00	$0.00	$0.00	$1,000.00	$1,000.00	$2,000.00
Styrofoam	$800.00	$0.00	$250.00	$400.00	$400.00	$1,050.00
Paper Shredding	$800.00	$0.00	$250.00	$400.00	$400.00	$1,050.00
Used Oil/Antifreeze/Filters	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Batteries	$0.00	$1,550.00	$0.00	$0.00	$0.00	$1,550.00
Other Material Cost	$0.00	$50.00	$0.00	$0.00	$0.00	$50.00
Printing/Mailing	$4,000.00	$2,400.00	$1,100.00	$2,000.00	$2,000.00	$7,500.00
Event Supplies	$1,000.00	$565.48	$0.00	$500.00	$500.00	$1,565.48
Other Expenses - rentals, etc	$2,400.00	$600.00	$0.00	$1,200.00	$1,200.00	$3,000.00
TOTALS	$29,024.00	$11,465.48	$6,024.00	$14,512.00	$14,512.00	$46,513.48

Note: Kenmore and Lake Forest Park may co-host recycling collection events in 2019.
NOTE: Contractor will handle flyer printing and mailing and obtain event supplies.
Hourly rates for City staff are $50.00 per hour. Hourly rates for consultants are as follows:
Project Manager - $70.00* and Event Staff - $55.00**.

E) Task Performance Objectives:

The City plans to send out approximately **6,600** promotional flyers to Kenmore households per event and publicize the event through King County promotional activities, including County websites and telephone assistance. The City anticipates collecting 95-110 tons of material from the local waste stream per year. The benefits expected by the collection of these materials will be to divert them from the waste stream and process them for recycling. The event will also provide an opportunity to recycle moderate risk waste. The King County Health Department and Washington State Department of Ecology will pay for event expenses as well.

F) Task Impact Objectives:

By hosting Recycling Collection Events, Kenmore can reduce the amount of recyclable material finding their way to the local landfill. The City of Kenmore has a population of approximately **22,600**. The City expects, based on past events, that **1,250-1,400** households will actively participate each year by bringing recyclable materials to the event for proper disposal and recycling. This will result in 95-110 tons of material diverted from the local waste stream for recycling per year.

In addition to diverting materials from the City waste stream, attracting residents to events provides an opportunity to distribute educational material on City and King County recycling programs. The educational materials can enhance the knowledge of residents and improve behavior in purchase, handling, and disposal of recyclable materials.

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2. Task Two: Purchase Products Made From Recycled Materials

A) Task Schedule: 2019/20

B) Task Activities:

In order to support the recycling industry and close the recycling loop, the City will purchase products made from recycled materials. Doing so will support recycling collection programs and help ensure the success of the recycling industry. The City will support recycling programs by purchasing recycle content rain barrels for distribution to City residents. The rain barrels weight approximately 40-50 pounds each and divert roughly twice that amount of plastic material from the waste stream when produced. The City will promote rain barrels distribution to City residents and distribute these items at City Recycling Collection Events. It is estimated that the City will distribute 25-35 rain barrels per year. The type and quantity of barrels distributed will be determined by a bidding process. The City will sell the barrels for $25 each.

C) Task Budget: $2,893.00

ESTIMATED COSTS	2019 Cost	2020 Cost	2019/20 Total
Consultant and Contract Services			
Rain Barrels	$2,000.00	$0.00	$2,000.00
Event Coordination/Management/Reporting*	$953.00	$0.00	$953.00
Event Staff**	$440.00	$0.00	$440.00
Bin Storage and Delivery	$250.00	$0.00	$250.00
Estimated Income - User Fees	-$750.00	$0.00	-$750.00
Total	$2,893.00	$0.00	$2,893.00

Note: Kenmore and Lake Forest Park may co-host a barrel sale in 2019.
NOTE: Contractor will handle purchase, storage, and delivery of units.
Hourly rates for consultants are as follows:
Project Manager - $70.00* and Event Staff - $55.00**.

D) Task Performance and Impact Objectives:

The goal of this program is to help ensure the success of the recycling industry by adding to the demand for products made from recycled materials. By purchasing products made from recycled content, the City will divert recyclable material from the waste stream. The City will distribute recycle content rain barrels to City residents. The additional benefits of rain barrel distribution are that they will help reduce household water consumption and reuse natural rainwater. It is expected that after installation the rain barrels will continue to conserve water resources for many years.

E) Task evaluation. Event reports will include:

- Number of rain barrels distributed
- Estimated volume of recycled material diverted from the waste stream
- Event cost by budget category
- Event comments

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Exhibit B

2019-2020 Grant Guidelines

Program Eligibility:
The King County Solid Waste Division (SWD) has prepared a Recycling Case Studies document with a number of innovative projects recently implemented by King County and several cities aimed at influencing waste prevention and recycling consistent with the King County Comprehensive Solid Waste Management Plan (Comp Plan) and the County's goals. SWD encourages consideration of these case study ideas in the development of grant proposals. Furthermore, in an effort to encourage collaboration, leveraging, and potential joint projects between cities and other partners, the Case Studies and the WRR application information has been shared with selected regional environmental firms.

Grant funds may be used for a variety of Waste Reduction & Recycling (WRR) related programs consistent with the Comp Plan. Cities are encouraged to work together to leverage funds and have a greater influence on waste prevention and recycling. Cities may choose to use their funding on one program or a combination of programs. For WRR program ideas, please refer to the Case Studies document (Attachment 4), which includes the topics below.

Examples of innovative projects:

- King County SWD: Multicultural Recycling Outreach - Recicla Mas! Es Fascilisimo.
- City of Bellevue: Multifamily Organics Recycling Technical Assistance.
- City of Issaquah Recycling Outreach: Waste Wise Multifamily Outreach.
- City of Bothell: Recycling Vouchers/Special Items Recycling Event.
- Cedar Grove Composting, Inc.: Increasing Food Waste Diversion in Diverse Communities.
- City of Redmond: Redmond Commercial Organics Collection.
- Olympia School District: Purchase of Bulk Milk Containers for Schools.
- Cities of Kirkland, Bellevue, Redmond, and Bothell: City Partnership - Eco Lunch Eastside Initiative/Reusable Lunch Kits.
- King County SWD: EcoConsumer Program Repair Events.

Please contact Lucy Auster at 206-477-5268 or lucy.auster@kingcounty.gov if you have questions about specific program eligibility, consistency with the Comp Plan, and/or are interested in obtaining a list of the environmental firms that SWD has provided notice to regarding this grant program.

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The following are not eligible for funding:

- Collection of garbage, except for residual garbage related to the collection of recyclables.
- Collection of any household hazardous waste items including, but not limited to:
  - > treated wood,
  - > paint,
  - > lead acid batteries,
  - > oil, gasoline, and antifreeze,
  - > fluorescent lights.
- Household Hazardous Waste (HHW) education programs.

Cities should pursue funding for HHW collection or education programs through the King County Local Hazardous Waste Management Program (LHWMP) or the Washington State Department of Ecology Local Solid Waste Financial Assistance (LSWFA) Program.

Grant Administration

Requests for Reimbursement:

Cities may submit one request for reimbursement per year during the funding cycle, due no later than March 19, 2019 and March 17, 2020. However, cities may submit requests for reimbursement as frequently as quarterly. A Budget Summary Report Form and an Expense Summary Report Form must be used when submitting requests for reimbursement and will be provided to Cities when the grant agreements are executed.

Accrual Reporting:

By the 5th working days of January 2019 and January 2020, cities must notify SWD of the amount of their total expenditures for work that has been completed but for which a request for reimbursement has not yet been submitted.

Progress and Final Reports

Progress reports describing program activities, accomplishments, and evaluation results must accompany each request for reimbursement. A final report describing the outcome of grant-funded activities is due with the final request for reimbursement. If, however, the city does not have the results of its program evaluation by the end of the grant cycle, the final narrative report may be submitted no later than six months after the end of the grant cycle (June 30, 2019). (Note: The final request for reimbursement would still need to be submitted by March 17, 2020.) All progress and final reports must be signed by a city official. Signed reports may be scanned and emailed.

Amendments

Formal amendments to grant Interagency Agreements (IAAs) are unnecessary unless the city wishes to significantly change its scope of work and/or budget. In general, a significant change would be one in which the city wishes to add or delete a task from their scope of work. A minor change, such as moving dollars between tasks, would only require written notification, which may be submitted via e-mail. However, the city should contact SWD when considering changes to their scopes and budgets to determine if a formal amendment is needed.

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Exhibit C

WA cities
Insurance Authority

P.O. Box 88030
Tukwila, WA 98138
Phone: 206-575-6046
Fax: 206-575-7426

05-Feb-19 **Cert#:** 11939

King County Solid Waste Division
Attn: Lucy Auster, Project Manager
201 South Jackson Street, Suite 701
Seattle, WA 98104-3855

RE: City of Kenmore
Interagency Agreement for 2019-2020 King County Waste Reduction & Recycling Grant

Evidence of Coverage

The above captioned entity is a member of the Washington Cities Insurance Authority (WCIA), which is a self insured pool of over 155 public entities in the State of Washington.

WCIA has at least $4 million per occurrence limit of liability coverage in its self-insured layer that may be applicable in the event an incident occurs that is deemed to be attributed to the negligence of the member. Liability coverage includes general liability, automobile liability, stop-gap coverage, errors or omissions liability, employee benefits liability and employment practices liability coverage.

WCIA was created by an interlocal agreement among public entities and liability is self funded by the membership. As there is no insurance policy involved and WCIA is not an insurance company, your organization cannot be named as an additional insured.

Sincerely,

Rob Roscoe
Deputy Director

cc: Joanne Gregory
Jennifer Gordon

cletter

DocuSign Envelope ID: BCC0DA22-1F7E-424B-AF20-BC8D1D99C196

Exhibit D

BUDGET SUMMARY REPORT FORM
2019-2020 Waste Reduction & Recycling Grant Program

City: _____ Date: _____
Address: _____ Phone: _____
_____ Invoice #: _____
_____ Report Period: _____
Preparer's Name: _____ Contract #: _____

Total amount requested this period: _____

Total amount previously invoiced: _____

Original interlocal amount: _____

Total amount charged to date: $ -

Amount remaining for completion of interlocal: $ -

Task #	Scope of Work Description (Task/title)	Budget	Current Quarter Costs	Amount Previously Invoiced	Remaining Balance
1					$ -
2					$ -
3					$ -
4					$ -
5					$ -
6					$ -
7					$ -
	TOTALS	$ -	$ -	$ -	$ -

For King County Use
Contract # 0
Project 1126942 Org 720122 Exp.Account 54150 Task 22.000'
Purchase Order # _____ Requisition # _____ Receipt _____
Supplier # _____ Supplier Pay Site _____ Invoice # _____ Payment Type _____

Total charges this period are approved for payment: $ _____
Project Manager: _____ Date _____

DocuSign Envelope ID: BCC0DA22-1F7E-424B-AF20-BC8D1D99C196

Exhibit E

King County Waste Reduction Recycling Grant **Expense Summary Form**
2019/2020 Grant Cycle
City of _____
Reimbursement Request # _____
Date _____
Contract # _____

Task Title & No.	Vendor	Date of Service	Item Description	Invoice No.	Amount Paid
Total					0

City of Kenmore
City Council Special and Regular Meeting
Minutes
January 28, 2019

CALL TO ORDER - Mayor David Baker called the meeting to order at 6:00 p.m.

ROLL CALL

Mayor David Baker
Deputy Mayor Nigel Herbig (Arrived at 6:40 p.m.)
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Stacey Denuski
Councilmember Brent Smith

FLAG SALUTE

AGENDA APPROVAL

DINNER MEETING WITH COUNTY COUNCIMEMBER ROD DEMBOWSKI

Councilmember Dembowski was running late. His assistant, Garrett Holbrook, joined the meeting with the Council.

The agenda items discussed included:
Navigator Program Funding – Thank you!
Passenger Ferry Plan Development Funding – Thank you!
King County Youth Recreation Grant
    Boathouse for Rowing
    Next Round of Funding
Regional Aquatic Center
King County Metro 234 Bus Route – Good News
ST3 Bus Rapid Transit & Parking Garage
    Metro Park & Ride as Likely Garage Location
    TOD, Affordable Housing, Quality Design Opportunity with the Garage
Affordable Housing
    King County Bond Funding
    Other Opportunities
Northshore Parks and Recreation Service Area (NPRSA)

Other Topics of Mutual Interest

CITIZEN COMMENTS

Eric Adman
7815 NE 192nd Street
Kenmore, Washington 98028

Mr. Adman thanked Councilmember Dembowski.

Douglas Morud
19401 68th Avenue NE
Kenmore, Washington 98028

Mr. Morud spoke about his driveway on 68th and the impact with the new sidewalk project.

John Hendrickson
5919 NE 202nd Lane
Kenmore, Washington 98028

Mr. Hendrickson spoke about the Lakepointe discussion during the Council retreat.

Cindy French
5600 NE 190th Street
Kenmore, Washington 98028

Ms. French introduced herself with As If Theatre in Kenmore; opening night is February 8.

Sara Hayashi
14615 81st Avenue NE
Kenmore, Washington 98028

Ms. Hayaski told the Council about a new art display at Rhododendron Park on February 13.

Charnell Morud
19401 68th Avenue NE
Kenmore, Washington 98028

Ms. Morud also spoke about her driveway on 68th and the impact with the new sidewalk project.

Kirk Fullmer
19409 68th Avenue Ne
Kenmore, Washington 98028

Mr. Fullmer also spoke about his driveway on 68th and the impact with the new sidewalk project.

Todd Banks
6721 NE 175th Street
Kenmore, Washington 98028

Mr. Banks spoke about Kenmore Air.

CONSENT AGENDA

MOTION: Councilmember Densuki made a motion to approve the consent agenda, Councilmember Curtis seconded the motion. The motion passed unanimously.

The consent agenda included the following agenda items:

Total check #s 41445 through #41558 in the amount $671,283.54.
Total payroll/taxes/flexible spending/retirement and health savings account electronic deposits dated: 12/28/2018 in the amount of $145,345.15.
Payroll check #10112 in the amount of $1,701.27.

Authorize the City Manager to Enter into a Service Agreement (Contract #19-C1986) with King County Department of Adult and Juvenile Detention Community Work Program

Authorize the City Manager to Execute Amendment No. 3 to Contract 17-C1810 with Community Attributes, Inc.

Authorize the City Manager to Execute Contract 18-C1957 with Best Parking Lot Cleaning for Street Sweeping Services

Authorize the City Manager to Execute Contract 19-C1982 with the Department of Ecology to Accept Water Quality Combined Financial Assistance Grant Funds for the 68th Avenue NE Pedestrian and Bicycle Safety Improvements Project

Authorize the City Manager to Execute Contract 19-C1983 with the Department of Ecology to Accept Water Quality Combined Financial Assistance Grant Funds for the Juanita Drive NE Pedestrian and Bicycle Safety Improvements Project

Approve Resolution 19-317 to Authorize the City Manager to Enter into an Agreement with the Recreation and Conversation Office for the Squire's Landing Riparian Restoration Project Agreement #14-1333 by Signing Amendment 2 of the Project Agreement per the Conditions set forth by the MOU between the City and Adopt A Stream Foundation and the Sno-King Watershed Council

Approve Amendment G of the Interlocal Agreement between the City of Kenmore and King County for the Conservation Futures Tax Levy Grant Program

Approve Amendment F of the Interlocal Agreement between the City of Kenmore and King County for the Conservation Futures Tax Levy Grant Program

STAFF REPORT

Lakepointe Update

Council and staff engaged in a discussion.

MOTION: Councilmember Smith made a motion to not pursue a revised parameter agreement and stop working on the parameter agreement with Weidner, Councilmember Marshall seconded the motion. The motion failed 2-5-0 with Councilmember Smith and Councilmember Marshall voting yes.

BUSINESS AGENDA
King County Metro Parking Permit Program -Tristan Cook, King County Metro Transit

Tristan Cook with King County Metro Transit joined the meeting to provide background information on the permit parking program and answer questions. Staff is looking for Council direction on providing comments to Metro prior to the 2/18/19 comment deadline.

In November 2018 Metro's paid permit parking ordinance was adopted by the King County Council authorizing Metro to establish fees for parking through a public rule process. The ordinance was developed following extensive public outreach in early 2018, summarized on attachment #1. The public rule allows Metro to build on their existing carpool permit parking program to include paid permits for single occupant vehicles (SOV). The intent of the permit cost is to cover program costs, provide revenue for improvements, manage demand, and provide permits at reduced rates for Orca LIFT eligible customers.

Metro is accepting comments on the proposed public rule that determines elements of the parking permit program including prices for paid single occupant vehicle permits, waitlists, ORCA LIFT targets, and enforcement for permit parking. The comment period is open for 45 days, starting January 4th through Monday, February 18th.

Included in the Council packet is the full proposed public rule and a document summarizing key elements of the public rule and a description of the planned timeline for implementing paid parking at Metro's busiest park-and-rides including the Kenmore Park and Ride.

The Kenmore Park and Ride located at 7346 NE Bothell Way, Kenmore has 603 parking stalls. The proposed single occupant vehicle (SOV) permit fee is $90 per month and $20 per month for ORCA Lift eligible customers. A $0 per month is unchanged for high occupancy vehicles (carpools) permits. Up to 50% of stalls will be reserved for permit holders up to a certain time in the morning after which they will be open on a first come first served basis. 10% of permits will be prioritized for Orca Lift eligible customers.

Walkways & Waterways - 68th Avenue Sidewalk and Bike Lane Project: Driveway Discussion with Property Owners - John Vicente, City Engineer and Kent Vaughan, Civil Engineer

Project Status: The 68th Avenue NE design is 60% complete. The 90% design submittal is scheduled for February 2019. The 100% design / ad ready plans are scheduled for completion in the fall of 2019. Construction is planned for 2020-21. Staff and design consultant KPFF are in the process of developing driveway exhibits for all driveways abutting the corridor that require adjustments. These exhibits are prepared in advance of meeting with each property owner to secure signed site improvement permits to perform the driveway work on private property.

Public Outreach: In 2015-16, the City's Imagine Kenmore / Walkways & Waterways bond measure initiative proposed sidewalk and buffered bike lanes along 68th Avenue NE. The bond initiative involved extensive citywide public outreach including citywide mailers, newsletter articles, open houses and statistically valid phone surveys. The bond measure, which included 68th Avenue NE sidewalk and bike lanes, passed with 64% approval of Kenmore residents in November 2016. The following additional public noticing and outreach were performed:

- Staff presented the preliminary design for 68th Avenue NE to Council in November 2017.
- An open house was held in January 2018 to solicit public input on the preliminary (30%) design layout with the reduced roadway section, which was well attended. Open house notices were sent to all Kenmore residents.
- Staff applied for SEPA in July 2018. SEPA notices were sent to 645 residents within 1,000 feet of the project limits.

Past Council Actions: In November 2017, staff received approval from Council to reduce the planned width of the 68th Avenue NE roadway section north of NE 190th Street by 9 feet (from 45.5 feet to 36.5 feet). The roadway section was reduced by:

- Eliminating the landscaped amenity zone between the sidewalk and bike lane (4 feet);
- Eliminating the 2-foot buffers between the bike lanes and traveled lanes (4 feet) and;
- Reducing the lane widths from 10.5 feet to 10 feet (1 foot).

The revised roadway section was developed to reduce impacts to steep driveways, stream buffers and trees. The approved roadway section north of NE 190th Street consists of a 6.5-foot wide sidewalk, two 5-foot bike lanes and two 10-foot traveled lanes (see Exhibit A).

Property Impacts: Due to the road widening necessary to build the project, driveways will require regrading to match into the proposed improvements. Property owners located at 19401 68th Avenue NE and 19409 68th Avenue NE have expressed concerns early in the project development that the planned 68th Avenue NE improvements will (a) make their driveways steeper and as a result less functional and (b) the existing paved pull off area used for parking vehicles in City right-of-way will be removed with the project. Staff responded to a public comment on the SEPA application from the property owner located at 19401 68th Avenue NE (Exhibit B). The existing driveways at the above addresses are located on the west side of the roadway and are steep, ranging from 24 – 30% slope. Photos of the existing driveways are shown in Exhibit C.

Staff discussed the property owner's concerns at the open house meeting in January 2018 while presenting the 30% design to the public. On October 15, 2018, staff met with property owners at their residence to continue discussions. At the field meeting, the property owners requested that the proposed improvements be eliminated along their 68th Avenue NE frontages (approximately 156 feet). Staff conveyed that any changes to the project scope would require Council authorization as this project is funded by the Walkways & Waterways Bond Measure approved by Kenmore residents in November 2016. Staff agreed to investigate additional design options to further mitigate the property impacts and bring those options forward for Council consideration.

Below are the proposed options developed by the project team (see Exhibits D - G for visual depictions):

Design Option 1: Regrade the driveways to maintain 30% or less slope with a 2-foot wide concrete driveway approach and 6-foot sidewalk. This option will:

- Steepen the driveways by 0 – 6%
  - DRWY 6-1: +5.5%
  - DRWY 6-2: 0%
  - DRWY 6-3: +5.8%

- Require longer transitions into the properties than Option 2
  - DRWY 6-1: 25 feet
  - DRWY 6-2: 37 feet
  - DRWY 6-3: 14 feet

Design Option 2: Regrade the driveways to maintain 30% or less slope with a 2-foot wide concrete driveway approach and 4-foot sidewalk. This option will:

- Steepen the driveways by 0 - 3.5%
  - DRWY 6-1: +3%
  - DRWY 6-2: 0%
  - DRWY 6-3: +3.5%
- Require shorter transitions into the properties than Option 1
  - DRWY 6-1: 18 feet
  - DRWY 6-2: 30 feet
  - DRWY 6-3: 12 feet

Design Option 3: Same as Option 2 but also adds a paved pull off area (8-foot x 20-foot) in the right-of-way for one vehicle adjacent to the property at 19401 68th Avenue NE with 5-foot wide sidewalk. This option will add approximately $40,000 in construction cost and will require property owner consent to construct retaining walls and remove the landscaping between the existing on-street parking and the public right-of-way line. Landscaping restoration is not included and would be the responsibility of the property owner.

Design Option 4: Eliminate the proposed improvements along the subject property frontages (approximately 156 feet). This option will save $62,000 in construction cost but will result in a gap in the sidewalk improvements. Pedestrians would be required to walk along very uneven pavement unless they chose to walk in the bike lane in front of the properties. This is the property owner's preferred option.

Recommendation: Staff recommends Option 2 for the driveway transitions at 19233, 19401, 19409 68th Avenue NE.

Option 3 is not recommended due to the extra cost. Any funds not used on this project may be reallocated to Juanita Drive, which is not fully funded.

Option 4 is not recommended due to safety and Americans with Disabilities Act (ADA) concerns. This option does not meet the intent of the Walkways and Waterways Bond Measure. Also, filling this sidewalk gap in the future if desired will cost substantially more in staff resources and cost to complete.

MOTION: Councilmember Curtis made a motion to authorize Option 2 as recommended by staff, Deputy Mayor Herbig seconded the motion. The

motion passed 4-3-0 with Councilmember Denuski, Councilmember Marshall and Mayor Baker voting no.

2019 Annual Docket for the Planning Commission - Lauri Anderson, Principal Planner

Principal Planner Anderson reviewed the proposed 2019 annual Planning Commission docket with the Council. Staff recommends that Council assign four projects to the Planning Commission:

- Critical area rules and Shoreline Master Program (SMP)update: Finalize recommendations to the City Council
- Parks, Recreation and Open Space (PROS) Plan
- Housing Strategy Plan: Accessory dwelling units (ADUs)
- Economic Development Strategy: Consider incentives to office development.

The Planning Commission has been working since last summer on amendments to the critical area regulations and SMP. The City is required by State law to update the SMP by June 30, 2019 and the critical area and floodplain rules updates are closely tied to that update. We expect the Planning Commission recommendations to be finalized in February or March for transmittal to the City Council.

The annual docket review process, outlined in Chapter 19.20 of the KMC, determines which amendments to the City's Comprehensive Plan and related development regulations will be forwarded to the Planning Commission for their review and recommendation during the year.

Private applicants have the opportunity to submit requests for amendments during an open docket application period, which, for 2019, occurred in November of 2018. The City received no private requests for docket amendments during this period.

A number of projects have been identified by staff, the City Manager, the Planning Commission, the City Council, and others as work program or potential docket items. Attachment 2 to this memo outlines all of these pending proposals and assigns potential years of consideration: either 2019 or 2020 and beyond (2020+).

Threshold criteria for inclusion on the annual docket are established in KMC 9.20.080. The criteria are:

1.The City has the resources, including staff and budget, necessary to review the proposal; and
2.It has been more than two years since the proposed amendment has been considered unless a compelling reason for changed circumstances can be made; and
3.The proposal would correct an inconsistency within or make a clarification to a provision of the comprehensive plan; or

4.All of the following:
a. The proposal demonstrates a strong potential to serve the public interest by implementing specifically identified goals and policies of the comprehensive plan; and

b. The public interest would best be served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process.

KMC 19.20.060.D.3 states that the City Council's options for each docket proposal are as follows:

•Accept application for review by the planning commission in the current amendment cycle;
•Recommend delay of the amendment to the next amendment cycle; or
•Denial of the amendment request based upon criteria set for in KMC 19.20.080 or other findings of fact.

Once the City Council sets the 2019 annual docket work program, the Planning Commission would spend the year reviewing and discussing the proposed docket amendments before making their recommendations to the City Council.

With no objections, the Council approved the annual docket.

STAFF REPORT
Federal Government Shutdown Impact on West Sammamish River Bridge Project

COUNCILMEMBER REPORTS & COMMENTS & INITIATIVES

ADJOURNMENT

The meeting adjourned at 9:10 p.m.

_____
David Baker, Mayor

ATTEST:

_____
Kelly M. Chelin, City Clerk

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: City of Bothell's SR522 Stage 3 Project	**For Council Meeting Agenda of:** March 11, 2019 **Department:** Public Works **Prepared by:** Kent Vaughan **To Be Presented By: NA**
Proposed Council Action/Motion: Authorize the City Manager to execute an interlocal agreement with City of Bothell to administer and construct the portion of SR 522 Stage 3 project within Kenmore city limits and reimburse the City of Bothell for project costs not to exceed $100,000.	**Initial & Date** **Approved by Department Head:** 2/20/19 **Approved by City Attorney:** N/A **Approved by Finance Director:** 2/26/19 **Approved by City Manager:** **Exhibits/Attachments:** Exhibit A: City of Kenmore commitment letter Exhibit B: Gateway sign plans and approved wayfinding sign mock-up Exhibit C: SR522 Stage 3 Bid Tabulation

INFORMATION/BACKGROUND:

The City of Bothell's SR 522 Stage 3 project includes road and safety improvements, access management, business access and transit (BAT) lanes along approximately 4,900 feet of NE Bothell Way (SR 522) from 80th Avenue NE to Wayne's Curve. Approximately 1,400 feet of the western portion of the SR 522 Stage 3 Project extends into Kenmore city limits. Construction is mostly funded by the Sound Transit 3 bond measure approved by voters in November of 2016. Bothell estimates a two-year construction window, beginning in the first quarter of 2019. During the project's development, staff has coordinated the planning and permitting to complete the improvements within City of Kenmore right-of-way. Project components in Kenmore include paving, sidewalks, drainage, retaining walls, landscaping, irrigation, street lighting and utilities. Additional project information may be found on the City of Bothell website at the following link: http://www.ci.bothell.wa.us/456/SR-522-Stage-3.

DESIGN FUNDING COMMITMENT: In 2012, the City of Kenmore sponsored the City of Bothell's efforts to secure federal funding for design and right-of-way phases for the SR 522 Stage 3 project and committed $50,000 towards the project (Exhibit A). To date, these funds have not been paid to Bothell.

NEW KENMORE GATEWAY SIGN: In October 2018, staff consulted with KPFF through the city's on-call contract to design a new Kenmore gateway sign to be incorporated into the Bothell project. The gateway sign plans and approved wayfinding mock-up are provided in Exhibit B. Sound Transit has agreed to pay for half of the Kenmore gateway sign construction cost.

INTERLOCAL AGREEMENT: The interlocal agreement between Bothell and Kenmore documents the roles and responsibilities between the two agencies and provides the mechanism for Kenmore to reimburse Bothell for their costs described above. Bothell is the lead agency for the project and will be responsible for project delivery. During construction, staff will attend weekly construction meetings, review and approve the gateway sign submittal, inspect the gateway sign installation and complete a walk-through inspection of all improvements in Kenmore right-of-way prior to final acceptance.

Recommendation: Staff recommends that Council authorize the City Manager to execute an interlocal agreement with the City of Bothell to administer and construct the portion of SR 522 Stage 3 project within Kenmore city limits and reimburse the City of Bothell for project costs not to exceed $100,000.

FISCAL CONSIDERATION:

Bothell recently opened bids for the SR 522 Stage 3 project (Exhibit C). Kenmore costs are listed in Bid Schedule D. The bid for the Kenmore gateway sign came in low however the cost of the proposed electrical service cabinet for future gateway sign lighting came in 3X higher than anticipated. Staff intends to delete the service cabinet bid item from the construction contract by change order and request that the contractor install conduit with a junction box near the sign location to allow for future sign lighting. Sign lighting and electrical service will be completed at another time as budget allows.

The estimated construction cost to Kenmore is summarized below:

Bid Item Number	Bid Item	Engineer's Estimate	ILA Amount	Estimated Cost to Kenmore
D-1	Service Cabinet Type D	$10,000	$32,000	$0*
D-2	Kenmore Gateway Sign	$27,000	$8,650**	$8,650**
	SUBTOTAL	$37,000	$40,650	$8,650
	Construction Management		$4,065	$4,065
	Est. Conduit / J-Box Install		-	$5,000
	Design Payment		$50,000	$50,000
	TOTAL (Rounded)		**$94,715**	**$67,715**

*To be deleted by change order.

**Sound Transit will pay half of the Kenmore Gateway Sign bid item cost ($17,300/2=$8,650).

This project was not included in the 2019-20 Biennial Budget or Public Works Department work plan. Kenmore's cost for this project will likely be funded with Real Estate Excise Tax funds. A budget amendment for this project will be forthcoming later this year.

COUNCIL GOAL / BUDGET OBJECTIVE BEING ADDRESSED:

Council Goal 1: To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel. Implement the sidewalk plan.

Council Goal 5: Support Bus Rapid Transit on 522.

Council Goal 7: Implement the Economic Development Plan, with an emphasis on the following key points: Promote the image of Kenmore.

Exhibit A

City Of Kenmore, Washington

April 2, 2012

City of Bothell Department of Public Works
Attn: Eddie Low, P.E., Deputy Public Works Director
9654 NE 182nd Street
Bothell, WA 98011

Dear Mr. Low,

The City of Kenmore strongly supports the City of Bothell's efforts to seek funding for the design of the SR 522 Multi-Modal Corridor Stage 3 Improvements (From 83rd Pl NE to Wayne Curve). This project will complete the SR 522 improvements undertaken by the City at our eastern city limits. The project will also complete the missing link between the City of Bothell's and Kenmore's SR 522 improvements and extend the Business Access and Transit lanes beginning in the City of Lake Forest Park through Kenmore and Bothell.

The City of Kenmore has allocated $50,000 in the Transportation Improvement Program budget to assist in funding this project.

Sincerely,

Ron Loewen

Ron Loewen, P.E.
City Engineer

S:\Engineering Department\General Correspondence\Eddie Low RE $50K Funding SR 522 Project Segment Btwn Bothell and Kenmore.doc

18120 68th Ave NE · PO Box 82607 · Kenmore, WA 98028
Office: (425) 398-8900 · Fax: (425) 481-3236 · cityhall@kenmorewa.gov · www.kenmorewa.gov

Exhibit B

Gateway sign plans and approved wayfinding sign mock-up

(Pg 1 of 5)

COLOR CODE	SAMPLE	COLOR	DESCRIPTION	FINISH
P1		Blue Zircon	Pratt & Lambert 23-13	Satin
P2		Forest Night	Pratt & Lambert 24-19	Satin
P3		Rivera Green	Pratt & Lambert 22-24	Satin
P4		Regal Wave	ICI the Master Palette A1322	Satin
P5		Blue Rendezvous	ICI the Master Palette A1316	Satin
P6		Desert Orange	ICI 316	Satin
P7		Blue Frost	ICI the Master Palette A1268	Satin
P8		Desert Orange	ICI 1231	Satin
P9		Peacock's Plume	ICI the Master Palette A1249	Satin
P10		Real Teal	ICI the Master Palette A1144	Satin

VINYL CODE	SAMPLE	COLOR	DESCRIPTION
V1		Matte White	3M Scotchcal ElectroCut 7125-20
V2		Reflective White	3M Scotchlite Reflective Film 680CR-10

Verlag–bold

KENMORE

Typefaces

T1 Verlag–Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZabcdefghijklmnopqrstuvwxyz 0123456789

T2 Verlag–Book

ABCDEFGHIJKLMNOPQRSTUVWXYZabcdefghijklmnopqrstuvwxyz 0123456789

Project: 1011.00

KENMORE

Sign Type:
Index

Description:
Paint/Vinyl and Typography Index

Phase:
DOC

Scale:
N/A

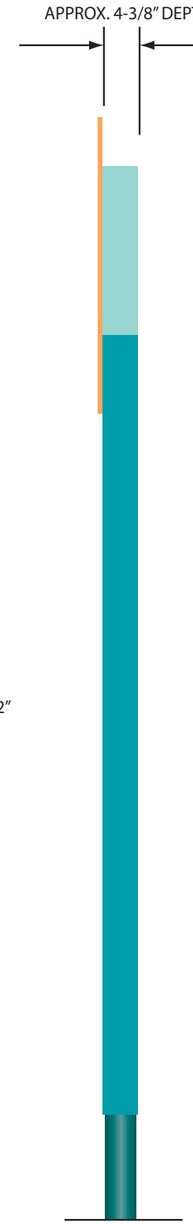
Issue/Date:
05/25/11

Sheet Number:
SG01

5870 West Jefferson Boulevard, Suite J Los Angeles, CA 90016 Phone 310.836.3939 Fax 310.836.3980

Sussman/Prejza & Company, Inc.

1 FRONT ELEVATION
SCALE: 3/4″ =1′-0″



2 SIDE ELEVATION
SCALE: 3/4″ =1′-0″

3 BACK ELEVATION
SCALE: 3/4″ =1′-0″

Project: 1011.00

KENMORE

Sign Type:
SN01

Description:
Entrance Sign

Phase:
DOC

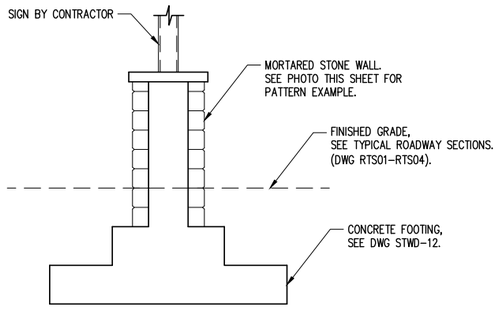
Scale:
3/4″ =1′-0″

Issue/Date:
05/25/11

Sheet Number:
SG03

5870 West Jefferson Boulevard, Suite J Los Angeles, CA 90016 Phone 310.836.3939 Fax 310.836.3980

Sussman/Prejza & Company, Inc.

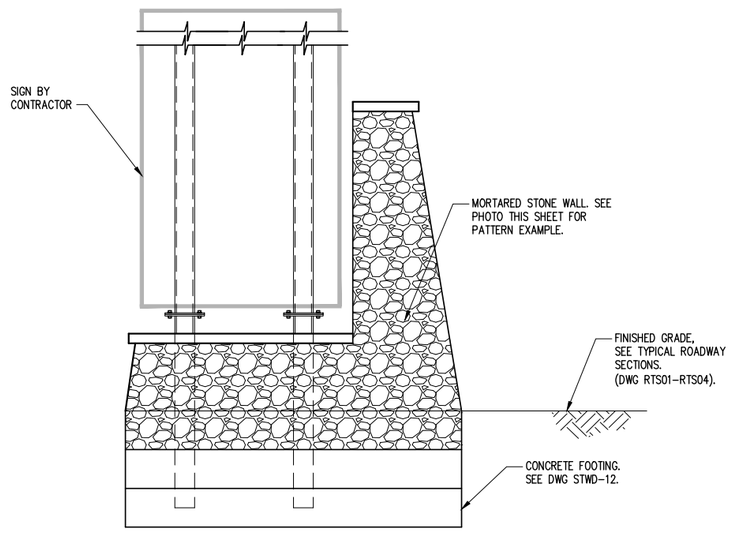


SECTION A
NTS

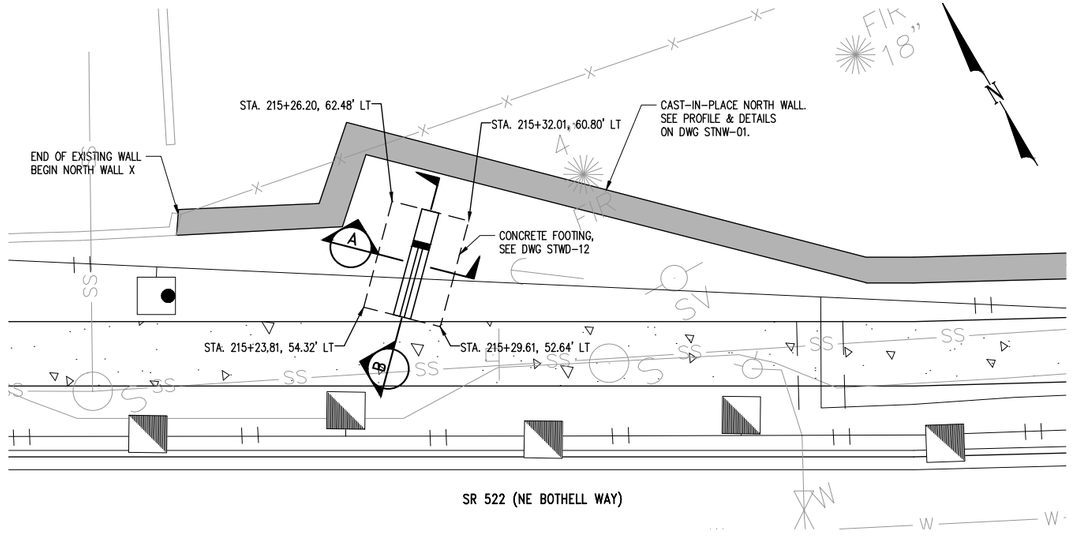
PHOTO EXAMPLE OF STONE PATTERN

NOTE:

1. FOR WALL ELEVATIONS SEE DWG STSW7–01.
2. CONTRACTOR SHALL STAKE SIGN LOCATION AND OBTAIN ENGINEERS APPROVAL BEFORE POURING SIGN FOOTING.
3. STONE SHALL BE HONEY LEDGE QUARTZITE STONE. SUPPLIED BY MARENAKOS: (425) 392–3313. PRESTON, WA: OR APPROVED EQUAL.
4. MORTAR SHALL BE TYPE S, WITH DAVIS COLOR 860 BLACK. COLOR ADDITIVE AND MORTAR SHALL BE FABRICATED AND INSTALLED PER MANUFACTURER'S WRITTEN INSTRUCTIONS.
5. PHOTO EXAMPLE DISPLAYS PATTERN AND QUALITY OF WORK. CONTRACTOR SHALL CONSTRUCT A THREE (3) FOOT SQUARE MOCK–UP AREA OF STONE ON BACK (WEST) SIDE OF SIGN FOR ENGINEER TO REVIEW AND APPROVE PRIOR TO PROCEEDING WITH REMAINING STONE WORK. MOCK–UP AREA MAY REMAIN IF DETERMINED BY ENGINEER TO BE ACCEPTABLE.
6. MORTAR JOINTS SHALL BE 1/4" RAKED MORTAR JOINTS, DOUBLE STROKE. JOINT WIDTHS SHALL BE MIN 1/2" TO MAX 3/4".
7. MAX 1" FINISH SURFACE MODULATION IN STONE FACE.
8. CLEAN EXCESS MORTAR FROM STONE SURFACE IMMEDIATELY TO AVOID STAINING. ALL STONE SHALL BE FREE FROM MORTAR OR OTHER DELETERIOUS MATERIAL.
9. MORTARED STONE TO BE MEASURED AS PART OF LUMP SUM ITEM "KENMORE GATEWAY SIGN".



SECTION B
NTS



KENMORE GATEWAY SIGN 1/PV04
SCALE: 1"=5'

FOR PERMIT ONLY – NOT FOR CONSTRUCTION

NO.	DATE	BY	CHD.	APPR.	REVISION

ARM DRAWN BY | TCG DESIGNED BY
LAW CHECKED BY | RJL APPROVED BY
DATE: 12/17/18
J O B No. : 114011

RONALD J. DIMEMEYER, STATE OF WASHINGTON, 24089, REGISTERED PROFESSIONAL ENGINEER

City of Bothell

kpff 1601 5th Avenue, Suite 1600 Seattle, WA 98101 206.622.5822 www.kpff.com

SR 522 STAGE 3 IMPROVEMENTS
WEST OF INTERSECTION OF SR 522 AND 83RD PLACE NE TO WEST OF 96TH AVENUE NE

CITY OF BOTHELL PROJECT NO. 0021.05

RDT14
ROADWAY DETAILS
KENMORE GATEWAY SIGN

SCALE: AS SHOWN | SHEET 138 OF 301

Dec 19, 2018 - 1:09pm AngelM \\pfs\pf.com\Civil\114000-114400\114011 (SR 522)\CADD\Design\012-ROADWAY DETAILS KENMORE.dwg
Xref Filename: \ X-00-TB-SR522 \ LEMMON \ X-06-PAVE \ X-07-WALLS \ X-01-BASE \ X-MRK \ X-09-SITE_PREP \

SIGN STRUCTURE DESIGN

SIGN AND ITS ATTACHMENT TO THE FOUNDATION SHALL BE DESIGNED BY THE CONTRACTOR'S FABRICATOR TO CONFORM TO AASHTO LRFD SPECIFICATIONS FOR STRUCTURAL SUPPORTS FOR HIGHWAY SIGNS, LUMINAIRES AND TRAFFIC SIGNALS, LATEST EDITION.

CONCRETE

CONCRETE SHALL BE CLASS 4000.

REINFORCING STEEL

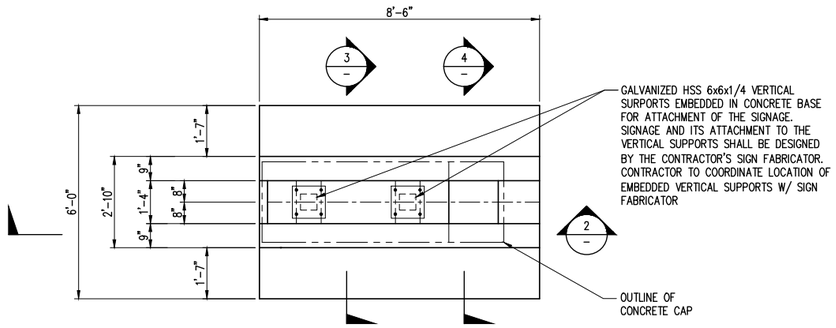
REINFORCING STEEL SHALL BE GRADE 60. PROVIDE 2" CLEAR COVER AT ALL SURFACES EXCEPT FOR BOTTOM OF FOOTING WHERE 3" CLEAR SHALL BE PROVIDED.

STRUCTURAL STEEL

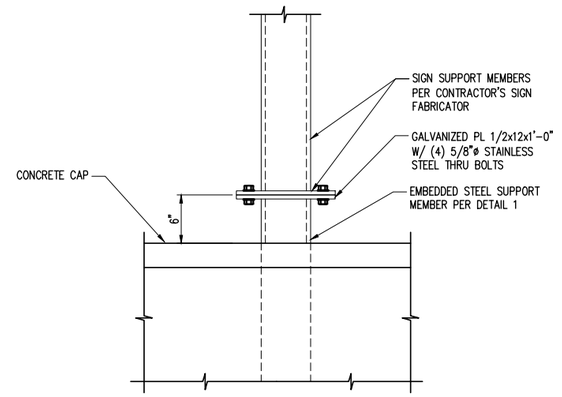
STEEL MATERIALS SHALL CONFORM TO SPECIFICATION SECTION 9-06.16.

MEASUREMENT

ALL WORK DEPICTED ON THIS SHEET SHALL BE MEASURED AS THE LUMP SUM ITEM "KENMORE GATEWAY SIGN".



SIGN FOUNDATION PLAN 1
SCALE: 1/2"=1'-0"



DETAIL 5
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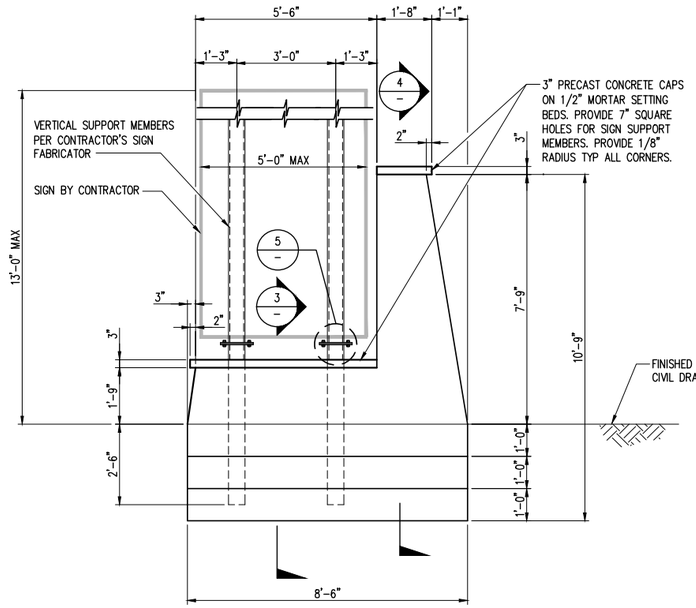
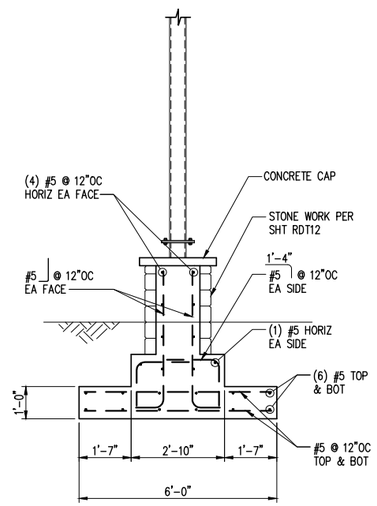
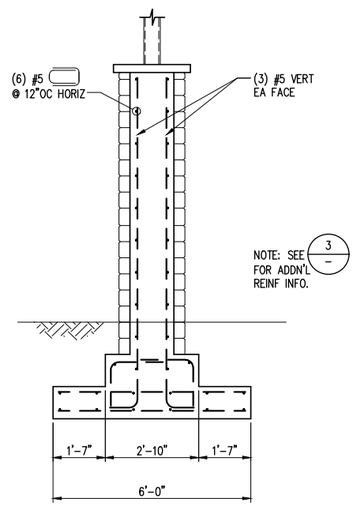


SECTION 2
SCALE: 1/2"=1'-0"



SECTION 3
SCALE: 1/2"=1'-0"



SECTION 4
SCALE: 1/2"=1'-0"

NO.	DATE	BY	CHD.	APPR.	REVISION

M. FAULK — DRAWN BY
D. ALIRE — CHECKED BY
DATE: 12/17/18
J O B No. : 114011
A. ALBRIGHT — DESIGNED BY
B. ERICKSON — APPROVED BY

RONALD J. LEMIEUX — STATE OF WASHINGTON — 24080 — REGISTERED PROFESSIONAL ENGINEER

City of Bothell

kpff
1601 5th Avenue, Suite 1600
Seattle, WA 98101
206.622.5822
www.kpff.com

SR 522 STAGE 3 IMPROVEMENTS
WEST OF INTERSECTION OF SR 522 AND 83RD PLACE NE TO WEST OF 96TH AVENUE NE

CITY OF BOTHELL PROJECT NO. 0021.05

STWD-12
SIGN FOUNDATION PLAN NOTES AND DETAILS

SCALE.

SHEET **300** OF 301

Dec 18, 2018 - 12:37pm TaunieA
Xref Filename: \ X-00-TB-SR522 \ LEMKUHL\
V:\114011 (SR 522 Walls)\Design\SR522_STWD-12.dwg

Exhibit C

City of Bothell

PUBLIC WORKS DEPARTMENT
CAPITAL IMPROVEMENT PROJECT
BIDDING RESULTS
FOR
SR 522 STAGE 3 IMPROVEMENTS

C-15	48 IN. SEWER SADDLE MANHOLE	2	EA	$5,000.00	$ 10,000.00	$ 6,776.00	$ 13,552.00	$ 5,400.00	$ 10,800.00	$ 7,300.00	$ 14,600.00	$ 14,100.00	$ 28,200.00
C-16	SSMH FRAME & COVER REPLACEMENT	5	EA	$1,000.00	$ 5,000.00	$ 665.00	$ 3,325.00	$ 750.00	$ 3,750.00	$ 720.00	$ 3,600.00	$ 1,400.00	$ 7,000.00
C-17	CONNECTION TO EXISTING SEWER MANHOLE MH-1	1	LS	$5,000.00	$ 5,000.00	$ 4,371.00	$ 4,371.00	$ 3,900.00	$ 3,900.00	$ 4,500.00	$ 4,500.00	$ 10,100.00	$ 10,100.00
C-18	CONNECTION TO EXISTING SEWER MANHOLE MH-6	1	LS	$2,500.00	$ 2,500.00	$ 3,423.00	$ 3,423.00	$ 3,100.00	$ 3,100.00	$ 4,500.00	$ 4,500.00	$ 10,100.00	$ 10,100.00
C-19	SEWER SYSTEM ABANDONMENT	1	LS	$10,000.00	$ 10,000.00	$ 4,240.00	$ 4,240.00	$ 15,000.00	$ 15,000.00	$ 30,000.00	$ 30,000.00	$ 1,600.00	$ 1,600.00
C-20	RECONNECT EXISTING SIDE SEWER	2	EA	$2,000.00	$ 4,000.00	$ 3,200.00	$ 6,400.00	$ 3,200.00	$ 6,400.00	$ 920.00	$ 1,840.00	$ 2,525.00	$ 5,050.00
C-21	6 IN. PVC SIDE SEWER	30	LF	$125.00	$ 3,750.00	$ 197.00	$ 5,910.00	$ 62.00	$ 1,860.00	$ 182.00	$ 5,460.00	$ 89.00	$ 2,670.00
C-22	10 IN. PVC SEWER MAIN	880	LF	$225.00	$ 198,000.00	$ 138.00	$ 121,440.00	$ 138.00	$ 121,440.00	$ 79.00	$ 69,520.00	$ 182.20	$ 160,336.00
Schedule C Subtotal					**$ 653,850.00**		**$ 454,281.00**		**$ 459,480.00**		**$ 520,090.00**		**$ 667,673.50**
WSST @ 10.0 %:					**$ 65,385.00**		**$ 45,428.10**		**$ 45,948.00**		**$ 52,009.00**		**$ 66,767.35**
Total Construction Cost Estimate:					**$ 719,235.00**		**$ 499,709.10**		**$ 505,428.00**		**$ 572,099.00**		**$ 734,440.85**
D-1	SERVICE CABINET TYPE D	1	EA	$10,000.00	$ 10,000.00	$ 32,000.00	$ 32,000.00	$ 31,080.00	$ 31,080.00	$ 30,000.00	$ 30,000.00	$ 15,000.00	$ 15,000.00
D-2	KENMORE GATEWAY SIGN	1	LS	$27,000.00	$ 27,000.00	$ 17,300.00	$ 17,300.00	$ 29,500.00	$ 29,500.00	$ 35,000.00	$ 35,000.00	$ 35,000.00	$ 35,000.00
Schedule D Subtotal					**$ 37,000.00**		**$ 49,300.00**		**$ 60,580.00**		**$ 65,000.00**		**$ 50,000.00**
WSST @ 0.0 %:					**$ -**		**$ -**		**$ -**		**$ -**		**$ -**
Total Construction Cost Estimate:					**$ 37,000.00**		**$ 49,300.00**		**$ 60,580.00**		**$ 65,000.00**		**$ 50,000.00**
BID SCHEDULE TOTAL					**$ 22,911,449.10**		**$ 21,184,146.76**		**$ 21,975,765.72**		**$ 23,816,264.00**		**$ 25,966,094.80**

Project Engineer: Rita Hu, City of Bothell
Consulting Engineer: KPFF Consulting

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Mobile Home Park Zoning Code Amendments **Proposed Council Action/Motion:** Provide preliminary direction to staff on draft Zoning Code amendments related to protection of the City's mobile home parks (MHPs).	For Council Meeting Agenda of: 3/11/19 Department: Community Development Prepared by: Debbie Bent, Community Development Director and Lauri Anderson, Principal Planner Initial & Date Approved by Department Head: 2/26/19 Approved by City Attorney: JS email 3/22/19 Approved by Finance Director: 2/27/19 Approved by City Manager: **Exhibits/Attachments:** 1. Map of MHPs 2. Description of Council's Preferred Options 3. Draft of Zoning Code amendments 4. Approach to future Comprehensive Plan and Zoning Code changes

INFORMATION/BACKGROUND:

On September 17, 2018, the City Council directed both short-term and long-term approaches to preservation of the City's six mobile home parks (MHPs). In December 2018, the City Council approved Comprehensive Plan amendments designating the two mobile home parks on NE 175th Street for long-term preservation (Option 1). Council directed that the other four mobile home parks, north of SR-522, be preserved for a 10-year period (Option 7). After 10 years, increased densities with affordability requirements should be applied to those properties. Attachment 1 is a map of the MHPs. Attachment 2 describes the options for the MHPs endorsed by Council in September.

Attachment 3 is the first draft of Zoning Code amendments that would enact the City Council's preferred options. The most significant policy changes are as follows:

- Creation of a new Manufactured Housing Community (MHC) zoning district that would be applied over all of the existing mobile home parks. This new designation includes an "exception" that would allow a property-owner to propose another use or zoning if certain criteria could be met.

- Amendments to Chapter 18.77 that would allow opportunities for "alternative compliance" when affordable housing is required for a development proposal but the project applicant would prefer to take an approach that does not build the affordable housing units on-site. Alternative compliance options could include purchase of existing affordable housing (perhaps in the mobile home parks), as well as payment of a fee-in-lieu that could be used to preserve existing affordable units in a mobile home park, as long as the future affordability of those units is guaranteed.

- Changes to Chapter 18.80, Residential Density Incentives, to specify that a transfer of density credits is authorized for landowners of the mobile home parks. As described, the transfer of credits would be a private transaction (between the landowner and a willing purchaser of credits) until such time as a formalized transfer of development rights (TDR) program is established. A Regional Coalition for Housing (ARCH) is not available at this time to take on responsibility for a TDR program. Staff will be meeting with the director of King County's TDR program to discuss future participation in their program. For each unit less than the allowable density on the mobile home park property at the time of ordinance adoption, 2.5 units could be sold to a willing purchaser of

density credits as long as the landowner agreed to place a preservation covenant over the existing mobile home park.

- Addition of a new requirement for a "relocation plan" when existing mobile home parks are proposed to be converted to another use.

Comments about additional Zoning Code sections that would need amendment are provided in Attachment 3, but as these amendments are more technical in nature, the exact wording is not included.

For the four mobile home parks north of SR-522, "phased zoning" would need to be applied. Initially, the MHC zoning would protect the parks for 10 years (until 2029). After that time, new zoning with increased densities and corollary affordability requirements would be applied.

The City Attorney recommends that the Council adopt a resolution directing the Planning Commission to consider supporting Comprehensive Plan and Zoning Code amendments for the phased zoning this year. Descriptions of the recommended future zoning (see Attachment 4) are provided and preliminary direction from the Council on these approaches is requested.

Staff hopes to receive preliminary direction from the Council on all of the recommended amendments on 3/11/19. As the current moratorium on mobile home park redevelopment ends on April 8, 2019, staff has scheduled a public hearing on the amendments for 3/25/19. After the public hearing, the Council may adopt new regulations.

If adoption is not possible on 3/25/19, a short extension of the moratorium is recommended by staff. An extension ordinance (and associated public hearing) will be placed on your 3/25/19 agenda after the public hearing and your deliberations on the Zoning Code amendments. If no extension is needed, the Council should still hold the public hearing, but could then reject the extension ordinance.

FISCAL CONSIDERATION:
None at this time.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:
Comprehensive Plan Objective H-3.1: "Encourage retention of the existing housing stock in Kenmore as a source of affordable housing."
Comprehensive Plan Policy H-3.1.2 "Encourage relocation assistance and replacement housing to be developed, where feasible, to help very low- and low-income households when displacement is unavoidable. For mobile home parks, consider a funding pool to assist low- and moderate-income residents in deteriorating and obsolete mobile homes to find alternative housing in the community, or help to establish preferences in nearby housing for persons giving up their obsolete homes."
Comprehensive Plan Policy H-3.2.1 "Support efforts of private developers, both for-profit and not-for-profit, to preserve or develop affordable housing, including housing with on site services, for very low-, low- and moderate-income families..."
Comprehensive Plan Policy H-2.1.3 "Support housing options and services that enable seniors to stay in their homes or neighborhoods."

KENMORE MOBILE HOME PARKS

The information included on this map has been compiled by King County staff from a variety of sources and is subject to change without notice. King County makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information. This document is not intended for use as a survey product. King County shall not be liable for any general, special, indirect, incidental, or consequential damages including, but not limited to, lost revenues or lost profits resulting from the use or misuse of the information contained on this map. Any sale of this map or information on this map is prohibited except by written permission of King County.

Date: 5/15/2018 Notes:

N

King County GIS Center

Attachment 2

MOBILE HOME PARK (MHP) OPTIONS
(9/17/2018)

LONG TERM MHP PRESERVATION (2 MHPs south of SR-522)

Option 1: Preserve the MHP for the long-term through protective zoning or a covenant along with land value exchanges or other financial assistance for the landowner

- Allow park owners to (a) transfer (sell) their development rights (TDR) from the MHP to another designated area and property where increased density is suitable; and/or (b) receive affordable housing fee-in-lieu payments as compensation if accompanied by a guarantee that explicit affordability levels will be maintained long-term; and/or (c) receive direct assistance (infrastructure upgrade loans, reduced taxes or fees) in exchange for long-term preservation. (Note that staff has not identified reduced tax/fee opportunities that would create significant value for the landowner.)
- Simultaneously, the park owner and/or its buyer would sign a covenant to preserve the MHP for the long-term and/or the City would put protective zoning over the property. The City should consider obtaining "first right of refusal" to buy the park as part of a financial transaction.
- The City should consider applying corollary long-term maintenance requirements to the MHP.
- If direct financial assistance is received, a portion of the assistance should be returned to qualified homeowners, if feasible (for example, for home repair, reduced utility charges).
- The TDR and/or affordable housing fee-in-lieu payments programs would be limited to the City of Kenmore initially, but if unsuccessful, a regional approach could be considered.

City Code/Regulatory Actions:

- Protective zoning and/or covenant
- Create TDR program, and/or
- Create fee-in-lieu option (if also require explicit affordability)
- Consider long-term maintenance requirements
- Remove nonconforming status

Possible Direct City Assistance:

- Up-front financing of TDR or fee-in-lieu payment to landowner
- Reduce landowner operating costs (e.g., utilities, property tax) (Note that staff has not identified reduced tax/fee opportunities that would create significant value for the landowner.)
- Loans for property upgrades
- Financial assistance for home rehabilitation

LIMITED TERM MHP PRESERVATION (4 MHPs north of SR-522)

Option 7: Preserve the MHP for several years through phased protective zoning, ending with an upzone with affordability requirements after the sunset date

- Place protective zoning with a sunset date over the MHP. Staff recommends a minimum 10-year period of protection.
- Upzone the property and require affordability in any new development.
-

City Code/Regulatory Actions:

- Protective zoning with a sunset date
- Upzoning with affordability requirements
- Require relocation plan

Possible Direct City Assistance:

- Homeowner relocation assistance
- Homeowner compensation for loss of unit

Attachment 3

PROPOSED ZONING CODE CHANGES

CREATE THE "MANUFACTURED HOUSING COMMUNITY" ZONING DISTRICT:

- Amend Chapter 18.15 Zones, Maps and Designations

18.15.010 Zones and map designations established.

In order to accomplish the purposes of this title, the following zoning designations and zoning map symbols are established:

ZONING DESIGNATIONS	MAP SYMBOL
Residential	R (base density in dwellings per acre)
Manufactured Housing Community	MHC
Neighborhood Business	NB
Community Business	CB
Downtown Residential	DR
Downtown Commercial	DC
Urban Corridor	UC
Waterfront Commercial	WC
Regional Business	RB
Public and Semi-Public	PSP
Parks	P
Golf Course	GC
Property-Specific Development Standards	P-suffix
Special District Overlay	SO

Attachment 3

18.15.040 Residential zones.

A. The purpose of the residential zones (R and MHC) is to implement comprehensive plan goals and policies for housing quality, diversity and affordability, and to efficiently use residential land, public services and energy. These purposes are accomplished by:

1. Providing, in the R-1 through R-6 zones, for a mix of predominantly *single detached dwelling units*, with a variety of densities and sizes in locations appropriate for residential use;

2. Providing, in the R-12 through R-48 zones, for a mix of predominantly *apartment* and *townhouse dwelling units*, with a variety of densities and sizes in locations appropriate for residential use;

3. Providing, in the MHC zone, for continuation of existing *manufactured housing communities*;

34. Allowing only those accessory and complementary nonresidential *uses* that are compatible with residential communities; and

45. Establishing density designations to facilitate advanced area-wide planning for public facilities and services, and to protect environmentally critical sites from overdevelopment.

B. Use of this zone is appropriate as follows:

1. The R-1 zone on or adjacent to lands with area-wide environmental constraints where *development* is required to cluster away from *critical areas*;

2. The R-4 through R-6 zones on lands that are predominantly environmentally unconstrained and are served at the time of *development* by adequate public sewers, water supply, *streets* and other needed public facilities and services; and

3. The R-12 through R-48 zones next to commercial centers, in areas that are served at the time of *development* by adequate public sewers, water supply, *streets* and other needed public facilities and services.; and

4. The MHC zone on existing *manufactured housing communities* planned for either short-term or long-term preservation.

- Amend Chapter 18.21 Residential Zones

18.21.045 Residential zone MHC – Use allowances.

Attachment 3

The following *uses* listed in Table D are identified as *permitted*, conditionally permitted, or *prohibited uses* in residential zone MHC:

Table D. MHC Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
Day care[1]	*Community residential facility*	*Adult entertainment business*
Family child-care home[2]	*Cemetery, columbarium or mausoleum*	*Air transportation service*
Manufactured housing community[8]	*Educational service*[6]	*Ambulatory surgery center*
Park[3]	*Religious institution*	*Animal kennel/shelter*
Single detached dwelling unit[4,5]	*Supportive living facility*	*Arts, entertainment, indoor*
	Temporary lodging[7]	*Arts, entertainment, outdoor*
		Auction house
		Automotive sales and service, marine
		Automotive sales and service, non-marine
		Business service, intensive
		Business service, standard
		College/university
		Construction and trade
		Eating and drinking place
		Fire or police facility
		Funeral home/crematory
		Health care and social assistance
		Hospital
		Laboratory

Attachment 3

Table D. MHC Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
		Manufacturing, heavy
		Manufacturing, light
		Marijuana business
		Marijuana cooperative
		Mobile food service
		Multiple-family dwelling
		Office
		Personal service
		Recreational facility, indoor
		Recreational facility, outdoor
		Regional land use
		Resource land use
		Retail sales
		Retail sales, bulk
		Secure facility
		Standalone parking
		Transportation
		Utility facility
		Vehicle or equipment rental
		Vehicle refueling station
		Warehousing
		Wholesale trade

Attachment 3

1. *Day care I* is permitted. *Day care II* is permitted only as an *accessory use* to a *religious institution*, *park* or public housing administered by a *public agency*, and:

a. Outdoor play areas shall be completely enclosed by a solid wall or *fence*, with no openings except for gates and have a minimum height of six feet;

b. Outdoor play equipment shall maintain a minimum distance of 20 feet from property lines adjoining residential zones;

c. Direct access to a developed arterial *street* shall be required in any residential zone; and

d. Hours of operation may be restricted to assure compatibility with surrounding development.

Otherwise, *day care II* requires a *conditional use permit*.

2. A *family child-care home* is subject to the requirements established by the Washington State Department of Early Learning (DEL) in WAC Title 170. The *family child-care home* shall meet the following requirements:

a. The family child-care provider shall be licensed by DEL to operate a *family child-care home*;

b. A safe passenger loading area shall be provided;

c. The *family child-care home* shall comply with all applicable building, fire, safety, and health codes enforced by the *City*;

d. The *family child-care home* shall comply with all applicable development standards of the *City*, unless determined to be legally nonconforming;

e. All signage shall conform to the applicable requirements of Chapter 18.42 KMC; and

f. The *City* has the authority to limit the hours of operation to facilitate neighborhood compatibility.

3. The following conditions and limitations shall apply, where appropriate:

a. Lighting for *structures* and fields shall be directed away from residential areas;

Attachment 3

b. *Structures* or service yards shall maintain a minimum distance of 50 feet from property lines adjoining residential zones.

4. One single-family dwelling unit only per existing legal lot as of insert effective date of ordinance.

5. *Manufactured homes* and *mobile homes* are allowed only in *manufactured housing communities*. *Designated manufactured homes* are not restricted to *manufactured housing communities*.

6. K-12 facilities only. All other *educational service uses* are prohibited.

7. Bed and breakfast guesthouse only, subject to the following conditions:

a. The guesthouse shall be owner-occupied;

b. Meals shall be served to paying guests only (no restaurant *use* permitted);

c. The number of guestrooms shall not be greater than that authorized by the International Building and Fire Codes;

d. Parking shall be provided as required by this title; and

e. The guesthouse shall be compatible with the neighborhood character as determined by the *city manager*, and shall not create significant adverse neighborhood effects that cannot be mitigated.

8. For properties continuing in an existing *manufactured housing community* use after insert effective date of ordinance, a transfer of density credits shall be permitted. See KMC Chapter 18.80.

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

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

Attachment 3

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

STANDARDS	ZONES	R-12	R-18	R-24	R-48	MHC[12]
Base Density: *Dwelling Unit*/Acre[1]		12 du/ac	18 du/ac	24 du/ac	48 du/ac	12 du/ac
Maximum Density: *Dwelling Unit*/Acre[2]		18 du/ac	27 du/ac	36 du/ac	72 du/ac	18 du/ac
Minimum Density[11]		80%	75%	70%	65%	80%
Minimum Lot Width[4]		30 ft.	30 ft.	30 ft.	30 ft.	--
Minimum *Street Setback*		10 ft.[6]	10 ft.[6]	10 ft.[6]	10 ft.[6]	10 ft.
Minimum Side *Setback*[3,5]		5 ft.[7]	5 ft.[7]	5 ft.[7]	5 ft.[7]	5 ft.
Minimum Rear *Setback*[3,5]		5 ft.[7]	5 ft.[7]	5 ft.[7]	5 ft.[7]	5 ft.
Base Height[8]		60 ft.	60 ft. 80 ft.[9]	60 ft. 80 ft.[9]	60 ft. 80 ft.[9]	35 ft.
Maximum *Impervious Surface*: Percentage[10]		85%	85%	85%	90%	85%
Minimum Lot Size		--	--	--	--	--

[1] Density applies only to *dwelling units* and not to sleeping units.

[2] This maximum density may be achieved only through the application of residential density incentives pursuant to Chapter 18.80 KMC or *transfers of density credits*, or any combination of density incentive or density transfer. Maximum density may only be exceeded pursuant to KMC 18.80.040(E)(1)(f).

[3] These standards may be modified under the provisions for *zero-lot-line developments*.

[4] The *building envelope* is determined through meeting minimum lot size and minimum lot width measurement requirements (KMC 18.30.110).

[5] Vehicle access points from garages, carports or fenced parking areas shall be set back from the property line on which a *joint use driveway* is located to provide a straight line length of at

least 26 feet as measured from the centerline of the garage, carport or fenced parking area, from the access point to the opposite side of the *joint use driveway*.

[6] At least 20 linear feet of driveway shall be provided between any garage, carport or other fenced parking area and the *street* property line. The linear distance shall be measured along the centerline of the driveway from the access point to such garage, carport or fenced area to the *street* property line.

[7] a. For *developments* consisting of three or more single detached dwellings located on a single parcel, the *setback* shall be 10 feet along any property line abutting R-1 through R-6, except for *structures* in on-site recreation areas required in KMC 18.30.130, which shall have a *setback* of five feet.

b. For *townhouse* and *apartment development*, the *setback* shall be 20 feet along any property line abutting R-1 through R-6, except for *structures* in on-site recreation areas required in KMC 18.30.130, which shall have a *setback* of five feet, unless the *townhouse* or *apartment development* is adjacent to property upon which an existing *townhouse* or *apartment development* is located.

[8] In the R-12, R-18, R-25 and R-48 zones, hHeight limits may be increased when portions of the *structure* which exceed the base height limit provide one additional foot of *street* and interior *setback* for each foot above the base height limit, provided the maximum height may not exceed 75 feet. Netting or fencing and support *structures* for the netting or fencing used to contain golf balls in the operation of golf courses or golf driving ranges are exempt from the additional interior *setback* requirements; provided, that the maximum height shall not exceed 75 feet.

[9] The base height to be used only for projects as follows:

a. In R-18, R-24 and R-48 zones using residential density incentives and *transfer of density credits* pursuant to this title.

[10] Applies to each individual *lot*. *Impervious surface* area standards for:

a. Regional *uses* shall be established at the time of permit review;

b. Nonresidential *uses* in residential zones shall comply with KMC 18.21.060 and 18.30.170;

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c. *Lots* may be increased beyond the total amount permitted in this chapter subject to approval of a *conditional use permit*.

[11] Minimum density is determined by multiplying the allowable number of dwelling units, as calculated using KMC 18.30.020, by the percentage shown for each zone.

[12] See also the standards in KMC 18.50.140.

CREATE A ZONING EXCEPTION FOR THE MANUFACTURED HOUSING COMMUNITY ZONING DISTRICT (CITY ATTORNEY RECOMMENDATION):

- Create Section 18.21.055 MHC Zoning Exception

18.21.055 MHC zoning exception.

A. A *manufactured housing community* landowner may request an exception from the application of the MHC zoning to their property through a Type 4 permit process as described in KMC Chapter 19.25.

B. Along with other information required by the *department*, the application shall include information demonstrating that:

1. There is no *reasonable use* of the MHC property under the MHC zoning;

2. The uses authorized by the MHC zoning are not economically viable at the property's location; and

3. The proposal meets the zone reclassification criteria in KMC 18.115.060.

If, based on the information provided, the request is granted by the city council, the property shall revert to the zoning designation in place on insert effective date of ordinance without further action by the council. If necessary, a comprehensive plan map amendment to recognize that zoning designation shall be initiated by the city.

MAKE EXISTING MANUFACTURED HOUSING COMMUNITIES "CONFORMING" IN THEIR FUTURE ZONING DISTRICT:

- In the DC (Downtown Commercial) and DR (Downtown Residential) zones, make "manufactured housing community" a permitted use with a footnote explaining that the permission is only for manufactured housing communities existing as of the ordinance date.

CONSOLIDATE AND REVISE AFFORDABLE HOUSING CODE SECTIONS, INCLUDING DISCUSSION OF FEE-IN-LIEU AND NEW OPPORTUNITY FOR PRESERVATION OF EXISTING AFFORDABLE HOUSING:

- Amend 18.23.055—CB Juanita subarea affordable housing requirements and 18.29.060, TOD affordable housing requirements (moved to Chapters 18.20 and 18.77). Add cross-references.

- Amend Figure 18.29.020.1 to remove the existing manufactured housing community from the TOD overlay.

- Amend Chapter 18.77, Affordable Housing

  Sections:

18.77.010 Affordable housing – Purpose and intent.
18.77.015 General provisions.
18.77.020 ~~Applicability~~Downtown Residential and Downtown Commercial zones.
18.77.030 ~~Requirements.~~Transit Oriented Development (TOD) District Overlay.
18.77.040 Community Business zone, Juanita Subarea.
18.77.045 Alternative compliance.
18.77.050 Affordability agreement.

18.77.010 Affordable housing – Purpose and intent.

The purpose of this chapter is to implement, through regulations, the responsibility of the *City* under the Washington State Growth Management Act to consider the housing needs of all economic segments of the community, and to assure an adequate affordable housing supply in the *City*. The *City* recognizes that the marketplace is the primary supplier of adequate housing for those in the upper economic groups, but that some combination of appropriately zoned land, regulatory incentives, innovative planning techniques, and requirements will be necessary to make adequate provisions for the needs of households whose incomes are at or below median income.

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18.77.015 General provisions.

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

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

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

1. Location. The location of the affordable housing units shall be approved by the *City*, with the intent that they generally be intermingled with all other *dwelling units* in the *development*.

2. Tenure. The tenure of the affordable housing units (ownership or rental) shall be the same as the tenure for the rest of the housing units in the *development*.

3. Size (Bbedroom). The affordable housing units shall consist of a range of number of bedrooms that are comparable to units in the overall *development*.

4. Size (Ssquare Ffootage). The size of the affordable housing units, if smaller than the other units with the same number of bedrooms in the *development*, shall be approved by the *city manager*. If there is a proposal that the affordable units be smaller than the market rate units, in no case shall the affordable housing units be less than 500 square feet for a studio unit, 600 square feet for a one-bedroom unit, 800 square feet for a two-bedroom unit, or 1,000 square feet for a three-bedroom unit.

5. Design. The exterior design of the affordable housing units shall be compatible and comparable with the rest of the *dwelling units* in the *development* and shall comply with any applicable design standards. The interior finish and quality of construction of the affordable housing units shall at a minimum be comparable to entry level rental or ownership housing in the *City*.

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

E. Timing/Phasing. The affordable housing units shall be available for occupancy in a time frame comparable to the availability of the rest of the *dwelling units* in the *development*.

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18.77.020 ~~Applicability~~Downtown Residential and Downtown Commercial zones.

The provisions of this ~~chapter~~section shall apply to multifamily residential *developments* proposed on property four acres or greater in size within the downtown residential or downtown commercial zones that lie west of 68th Avenue NE, and which are providing for more than 20 *multiple-family dwelling units*.

~~**18.77.030 Requirements.**~~

A. ~~Affordable housing units amounting to 25~~Twenty-five (25) percent of the total number of units in the *development* shall be ~~provided~~*moderate income affordable housing units*. ~~Housing shall be affordable to those who make equal to or less than 85 percent of the King County median household income adjusted for household size.~~

~~B. Unit size mix shall be comparable to the market mix, units shall be integrated into the whole *development*, and affordable units shall match the tenure of the whole *development*, unless otherwise authorized by the *City*.~~

~~C~~B. Subject to *City* authorization, the affordable units need not be provided within the *development*, but must be provided within the downtown commercial, downtown residential, urban corridor, waterfront commercial, or regional business zone. ~~Units may be either rented or sold. Off-site affordable housing may be provided if the *City* finds that:~~

~~1. The location chosen does not lead to undue concentration of affordable housing in any particular area of the *City*; and~~

~~2. The *site* is within close proximity to employment opportunities and/or transit services; and~~

~~3. Adequate infrastructure and municipal services can be provided.~~

~~D. Monthly rents, including utilities where applicable, shall be no greater than 30 percent of the monthly income for households earning up to 85 percent of the King County median household income adjusted for household size. Home prices considered affordable for buyers earning up to 85 percent of the King County median household income adjusted for household size shall be determined by the *City*. Covenants shall be established which guarantee the fulfillment of this obligation.~~

18.77.030 Transit Oriented Development (TOD) District Overlay.

A. Properties developed under the TOD district overlay, KMC Chapter 18.29, shall include affordable housing units.

B. Cap on Total Number of Affordable Housing Units Required. Affordable housing requirements shall be capped at 10 percent of the total number of *dwelling units* being provided.

C. Number of Affordable Housing Units Required. Affordable housing units shall be provided for any *development* exceeding the base density of the underlying zone as follows:

1. Tier 1: If the number of bonus units is less than or equal to 30 percent of the total number of *dwelling units*, then for every three bonus units, one *dwelling unit* shall be a *moderate income affordable housing unit* and two bonus *dwelling units* may be bonus market rate *dwelling units*.

2. Tier 2: If the number of bonus units is greater than 30 percent of the total number of *dwelling units* and if the overall project density is less than or equal to 120 *dwelling units* per acre, then a combination of *low income affordable housing units* and *moderate income affordable housing units* shall be provided as follows: for every four bonus units allowed beyond that needed to achieve the 10 percent *moderate income affordable housing units*, one of the *moderate income affordable housing units* shall be made into a *low income affordable housing unit* up to a maximum of 33 percent of the affordable housing units (or 3.3 percent of the total *dwelling units* in the *development*).

3. Tier 3: If the overall development density is greater than 120 *dwelling units* per acre, a combination of *very low income affordable housing units*, *low income affordable housing units* and *moderate income affordable housing units* shall be provided as follows: the required numbers of *low income affordable housing units* and *moderate income affordable housing units* shall be equivalent to those that would be required under Tier 2 assuming that the project were to be developed at a density of 120 *dwelling units* per acre. An amount of *very low income affordable housing* shall be required so that the total combined amount of *very low income*, *low income* and *moderate income affordable housing units* is equal to 10 percent of the total number of *dwelling units* in the *development*.

4. Affordable Housing Example. Example is a one-and-one-half-acre property with a base density of 48 *dwelling units* (du)/acre. Without the TOD district overlay, the property could achieve up to 72 *dwelling units*.

Tier 1 example: Proposed TOD *development* would achieve 93 *dwelling units* on site for 62 du/acre. This provides 21 "bonus" *dwelling units* above the 48 du/acre base density of the zone. Since the number of bonus units (21) is less than 30 percent of the total units (93), seven of the 21 bonus units must be affordable to moderate income households, meeting Tier 1 affordability requirements.

Tier 2 example: Proposed TOD *development* would achieve 113 *dwelling units* on site for 75 du/acre. This provides 41 "bonus" *dwelling units* above the 48 du/acre base density of the zone.

Since the number of bonus units (41) is greater than 30 percent of the total units (113), 11 of the 41 bonus units must be affordable, meeting the 10 percent affordability cap. Nine of these are affordable to moderate income households and two are affordable to low income households (33 of the bonus units used toward achieving 10 percent affordable units (11*3) plus eight of the bonus units applied toward making two of the affordable units low income affordable units (8*.25=2).

Tier 3 example: Proposed TOD *development* would achieve 210 *dwelling units* on site for 140 du/acre. The first step is to determine how many affordable units would have been required assuming 120 du/acre using the Tier 2 formula. This calculation results in 13 *moderate income affordable housing units* and five *low income affordable housing units*. To achieve the requirement that 10 percent of the total units in the *development* be affordable, three additional affordable housing units would be needed (21-18=3). These three units would be required to be *very low income affordable housing units*. In summary, the *development* would provide 13 *moderate income affordable housing units*, five *low income affordable housing units*, and three *very low income affordable housing units*.

18.77.040 Community Business zone, Juanita Subarea.

A. For properties choosing to develop at higher residential densities in the CB Juanita subarea, KMC Chapter 18.23, affordable housing units shall be provided for any *development* exceeding the base density of 24 *dwelling units* per acre as follows:

1. For every four bonus units, one bonus *dwelling unit* shall be a *moderate income affordable housing unit* and three bonus *dwelling units* may be bonus market rate *dwelling units*.

2. Each *low income affordable housing unit* provided counts as two *moderate income affordable housing units* for the purpose of satisfying the affordable unit requirement under subsection (A)(1) of this section.

Example: Proposed *development* would achieve 36 *dwelling units* on a 1-acre *site* for a density of 36 du/acre. This provides 12 "bonus" *dwelling units* above the 24 du/acre base density of the zone. Three of the 12 bonus units must be *moderate income affordable housing units*. Alternatively, the project could provide two *low income affordable housing units* (rounded).

18.77.045 Alternative compliance.

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A. Alternative Compliance. The *city manager* may approve a request for satisfying all or part of ~~the~~ affordable housing requirements with alternative compliance methods ~~if they meet the following requirements~~as follows:

B. Application. Applications for alternative compliance shall be submitted at the time of permit application~~,~~ and must be approved prior to issuance of any building permit.

C. Off-site Provision. A project proponent may propose to satisfy all or part of affordable housing requirements off-site.

1. The project proponent ~~may propose an off-site alternative, and~~ must demonstrate that ~~any alternative compliance method~~off-site provision of new affordable housing achieves a result equal to or better than providing affordable housing on site.

2. Affordable housing units provided through ~~the alternative compliance~~this method must be the same type of units as the units in the project which gave rise to the requirement.

3. Priority is for the project to be located within the ~~transit oriented development~~same zoning district as the development responsible for providing affordable housing. However, the *city manager* may approve a project located outside the ~~transit oriented development~~zoning district if the location has access to commercial *uses*~~,~~ and transit, ~~and~~ does not result in an undue concentration of affordable housing, and has adequate infrastructure.

4. The proposal must demonstrate that the affordable units provided off site will be completed before or within the same time period as the *development* generating the affordable housing requirement~~, or provide such other assurances as approved by the *city manager*~~. For projects approved for off-site affordable housing, there will be a recorded agreement on both the "sending" property and the "receiving" property. The covenant on the sending site will be released once the affordable housing is completed on the receiving property.

D. Contribution to Preservation of Existing Affordable Housing. A project proponent may propose to satisfy all or part of affordable housing requirements through purchase and long-term preservation of existing affordable housing, particularly in the city's *manufactured housing communities*. The applicant shall provide information demonstrating affordability of the units to be preserved and a long-term covenant shall be placed over the preserved units, ensuring preservation and maintenance of the affordable units.

E. Fee-in-Lieu. Cash payments in lieu of providing actual housing units may be proposed and, if approved by the *City*, ~~will~~shall be used only for the subsequent preservation or provision of affordable housing units by the *City* or other housing provider approved by the *city manager*. Payments in lieu shall be based on the difference between the cost of construction for a prototype affordable housing unit on the subject property, including land costs and development fees, and the revenue generated by an affordable housing unit. The payment obligation will be established at the time of issuance of building permits for the project.

18.77.050 Affordability agreement.

A. Prior to issuing any building permit, an agreement in a form approved by the *city manager* that addresses price restrictions, homebuyer or tenant qualifications, phasing of construction, monitoring of affordability, duration of affordability, and any other applicable topics of the affordable housing units shall be recorded with King County Department of Records and Elections. This agreement shall be a covenant running with the land and shall be binding on the assigns, heirs and successors of the *applicant*. The *City* may agree, at its sole discretion, to subordinate any affordable housing regulatory agreement for the purpose of enabling the owner to obtain financing for *development* of the property.

B. Monitoring and Fees. The *City* reserves the right to establish, in the affordability agreement referred to in subsection ~~E~~A of this section, monitoring fees for the affordable housing unit, which can be adjusted over time to account for inflation. The purpose of any monitoring fee is for the review and processing of documents to maintain compliance with income and affordability restrictions of the affordability agreement.

REQUIRE A RELOCATION PLAN AT THE TIME OF PARK CLOSURE:

- Amend Chapter 18.30 Development Standards - General

18.30.290 Relocation plan for manufactured housing communities.

Any *development proposal* to convert an existing *manufactured housing community* to another use shall include a relocation plan, detailing, at a minimum, the pertinent laws related to *manufactured housing community* closure (city, county or state), an explanation of tenants' rights according to state law, a list of potential sources of assistance (governmental, financial, etc.), a list of nearby *manufactured housing communities* with available spaces, and a list of companies that move manufactured, designated manufactured or mobile homes. The time period for the required state notice of closure of a *manufactured housing community* shall not commence until the relocation plan is approved by the *city manager* and copies are

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distributed to each tenant household in the *manufactured housing community*. An affidavit verifying such distribution shall be submitted to the *city*.

CREATE A TRANSFER OF DENSITY OPTION FOR THE MANUFACTURED HOUSING COMMUNITIES:

- Amend Chapter 18.80, Residential Incentives and Transfer of Density

Chapter 18.80
RESIDENTIAL DENSITY INCENTIVES AND TRANSFER OF DENSITY

Sections:

18.80.010 Purpose.
18.80.020 Permitted locations of residential density incentives.
18.80.030 Maximum densities permitted through residential density incentive review.
18.80.040 Public benefits and density incentives.
18.80.050 Rules for calculating total permitted dwelling units.
18.80.060 Review process.
18.80.070 Minor adjustments in final site plans.
18.80.080 Applicability of development standards.
18.80.090 Transfer ~~rules~~of density credits.

18.80.010 Purpose.

The purpose of this chapter is to:

A. ~~p~~Provide density incentives to *developers* of residential property, in exchange for public benefits to help achieve comprehensive plan goals of affordable housing, *open space* protection, and parkland acquisition, by:

A1. Defining in quantified terms the public benefits that can be used to earn density incentives;

~~B~~2. Providing rules and formulae for computing density incentives earned by each benefit;.

CB. Provid~~inge~~ a method to realize the development potential of:

1. ~~s~~*Sites* containing *critical areas* or of unique ~~features of~~ size~~, topography, environmental features~~ or shape;

2. Specific *sites* preserved in order to achieve comprehensive plan goals as identified by the *city council*~~; and~~.

~~D~~C. Provid~~inge~~ a review process to allow evaluation of proposed density increases using residential density incentives and the public benefits offered to earn them, and ~~to~~ give the public opportunities to review and comment.

18.80.020 Permitted locations of residential density incentives.

Residential density incentives (RDIs) shall be used only on *sites* served by public sewers and only in the following zones:

A. In R-4 through R-24 and downtown residential zones; and

B. In DC, NB, CB, UC, WC, and RB zones when part of a *multiple-family dwelling* or *mixed use development*.

18.80.030 Maximum densities permitted through residential density incentive review.

The maximum density permitted through RDI review shall be ~~150 percent of the base density of~~as specified in the underlying zone of the *development site*.

18.80.040 Public benefits and density incentives.

A. The public benefits eligible to earn increased densities, and the maximum incentive to be earned by each benefit, are in subsection E of this section. The density incentive is expressed as additional bonus *dwelling units*, or fractions of *dwelling units*, earned per amount of public benefit provided.

B. Bonus *dwelling units* may be earned through any combination of the listed public benefits.

C. Bonus *dwelling units* may also be earned and transferred to the project *site* through the *transfer of density credit (TDC)* process ~~by providing any of the *open space, park* site public benefits set forth in subsection (E)(2) of this section on~~from *sites* other than that of the RDI *development*.

D. Residential *development* in R-4 through R-24 and downtown residential zones with property-specific development standards requiring any public benefit enumerated in this chapter shall be eligible to earn bonus *dwelling units* in accordance with subsection E of this section if the public benefits provided exceed the basic development standards of this title. If a *development* is located in a special overlay district, bonus units may be earned if the *development* provides public benefits exceeding corresponding standards of the special district.

E. The following are the public benefits eligible to earn density incentives through RDI review:

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BENEFIT	DENSITY INCENTIVE
1. AFFORDABLE HOUSING	
a. Benefit units consisting of rental housing permanently priced to serve low-income households (i.e., no greater than 30 percent of gross income for households at or below 50 percent of King County median income, adjusted for household size). A covenant on the *site* that specifies the income level being served, rent levels and requirements for reporting to the *City* shall be recorded at final approval.	2.0 bonus units per benefit unit.
b. Benefit units consisting of assisted housing units 600 square feet or less.	1.0 bonus unit per benefit unit.
c. Benefit units consisting of rental housing permanently priced to serve moderate-income households (i.e., no greater than 30 percent of gross income for households at or below 70 percent of King County median income, adjusted for household size). A covenant on the *site* that specifies the income level being served, rent levels and requirements for reporting to the *City* shall be recorded at final approval.	1.0 bonus unit per benefit unit.
d. Benefit units consisting of moderate income housing reserved for income- and asset-qualified home buyers (total household income at or below 80 percent of King County median, adjusted for household size). Benefit units shall be limited to owner-occupied housing, with prices restricted to same income group, based on current underwriting ratios and other lending standards for 30 years from date of first sale. A covenant on the *site* that specifies the income level and other aspects of buyer eligibility, price levels and requirements for reporting to the *City* shall be recorded at final approval.	1.0 bonus unit per benefit unit.

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BENEFIT	DENSITY INCENTIVE
e. Projects in which units are reserved for moderate-income- and asset-qualified buyers (total household income at or below 50 percent of the King County median, adjusted for household size). All units shall be limited to owner-occupied housing with prices restricted based on current underwriting ratios and other lending standards, and with prices restricted to same income group, for 30 years from date of first sale. Final approval conditions shall specify requirements for reporting to the *City* on both buyer eligibility and housing prices.	2.0 bonus units per benefit unit.
f. Benefit units consisting of ~~*mobile home park*~~*manufactured housing community* space or pad reserved for the relocation of an insignia or noninsignia *mobile home*, that has been or will be displaced due to closure of a ~~*mobile home park*~~*manufactured housing community* located in the *City*.	1.0 bonus unit per benefit unit.
2. *OPEN SPACE*, *TRAILS* AND *PARKS*	
a. Dedication of *park* site or *trail* right-of-way meeting the *City* location and size standards for neighborhood, community or regional *park*, or *trail*, and accepted by the *department*.	0.5 bonus unit per acre of *park* area or quarter-mile of *trail* exceeding the minimum requirement of Chapter 18.30 KMC for on-site recreation space or *trail* corridors, computed on the number of *dwelling units* permitted by the *site*'s base density.
b. Improvement of dedicated *park* site to *City* standards for developed *parks*.	0.75 bonus unit per acre of *park* improvement. If the *applicant* is dedicating the site of the improvements, the bonus units earned by improvements shall be added to the bonus units earned by the dedication.
c. Improvement of dedicated *trail* segment to *City* standards.	1.8 bonus units per quarter-mile of *trail* constructed to *City* standard for pedestrian *trails*; or

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BENEFIT	DENSITY INCENTIVE
	2.5 bonus units per quarter-mile of *trail* constructed to *City* standard for multipurpose *trails* (pedestrian/bicycle/equestrian). Shorter segments shall be awarded bonus units on a pro rata basis. If the *applicant* is dedicating the site of the improvements, the bonus units earned by improvements shall be added to the bonus units earned by the dedication.
d. Dedication of *open space*, meeting *City* acquisition standards to the *City* or a qualified public or *private* organization such as a nature conservancy.	0.5 bonus unit per acre of *open space*.

18.80.050 Rules for calculating total permitted dwelling units.

A. The formula for calculating the total number of *dwelling units* permitted through RDI review is as follows:

DUs allowed by RDI *site* base Density	+	Bonus DUs	+	DUs allowed by *sending site density (if any)*	=	TOTAL RDI DUs

B. The total *dwelling units* permitted through RDI review shall be calculated using the following steps:

1. Calculate the number of dwellings permitted by the base density of the *site* in accordance with Chapter 18.30 KMC;

2. Calculate the total number of bonus *dwelling units* earned by providing the public benefits listed in KMC 18.80.040;

3. Add the number of bonus *dwelling units* earned to the number of *dwelling units* permitted by the base density;

4. Add the number of *dwelling units* permitted by the base density of the *site* sending *TDCs*, if any;

5. Round fractional *dwelling units* to the nearest whole number; 0.49 or less *dwelling units* are rounded down; and

6. On *sites* with more than one zone or zone density, the maximum density shall be calculated for the *site area* of each zone. Bonus units may be reallocated within the zones in the same manner set forth for base units.

18.80.060 Review process.

A. All RDI proposals shall be reviewed concurrently with a primary proposal to consider the proposed site plan and methods used to earn extra density ~~as follows:~~.

~~1. For the purpose of this section, a "primary proposal" is defined as a proposed subdivision, short subdivision of more than four lots, *conditional use permit* or commercial building permit;~~

12. When the primary proposal requires a public hearing under this code or KMC Title 17, the public hearing on the primary proposal shall serve as the hearing on the RDI proposal, and the reviewing authority shall make a consolidated decision on the proposed *development* and use of RDI;

23. When the primary proposal does not require a public hearing under this code or KMC Title 17, the RDI proposal shall be processed as a Type 2 land use decision subject to the decision criteria for *conditional use permits* outlined in Chapter 18.115 KMC ~~and to the procedures set forth for *city manager/hearing examiner* review in this title~~; and

34. The notice for the RDI proposal also shall include the *development*'s proposed density and a general description of the public benefits offered to earn extra density.

B. RDI applications which propose to earn bonus units by dedicating real property or public facilities shall include a letter from the receiving agency certifying that the proposed dedication qualifies for the density incentive and will be accepted by the agency or other qualifying organization.

18.80.070 Minor adjustments in final site plans.

When issuing building permits in an approved RDI *development*, the *department* may allow minor adjustments in the approved site plan involving the location or dimensions of *buildings* or *landscaping*, provided such adjustments shall not:

A. Increase the number of *dwelling units*;

B. Decrease the amount of perimeter *landscaping* (if any);

C. Decrease residential parking facilities (unless the number of *dwelling units* is decreased);

D. Locate *structures* closer to any *site* boundary line; or

E. Change the locations of any points of ingress and egress to the *site*.

18.80.080 Applicability of development standards.

A. RDI *developments* shall comply with dimensional standards of the zone with a base density most closely comparable to the total approved density of the RDI *development*; provided, that an RDI proposal in the R-4 through R-6 zones shall conform to the height requirements of the underlying zone in which it is located.

B. RDI *developments* in the R-4 through R-6 zones shall be landscaped as follows:

1. When 75 percent or more of the units in the RDI *development* consist of *townhouses* or *apartments*, the *development* shall provide perimeter *landscaping* and *tree* retention in accordance with Chapters 18.35 and 18.57 KMC for *townhouse* or *apartment* projects.

2. When less than 75 percent of the units in the RDI consist of *townhouses* or *apartments*, the *development* shall provide *landscaping* and *tree* retention in accordance with Chapters 18.35 and 18.57 KMC for *townhouses* or *apartments* on the portion(s) of the *development* containing such units; provided, that if *buildings* containing such units are more than 100 feet from the *development*'s perimeter, the required *landscaping* may be reduced by 50 percent.

3. All other portions of the RDI shall provide *landscaping* or retain *trees* in accordance with Chapters 18.35 and 18.57 KMC.

C. RDI *developments* in all other zones shall be landscaped or retain *trees* in accordance with Chapters 18.35 and 18.57 KMC.

D. RDI *developments* shall provide parking as follows:

1. Projects with 100 percent affordable housing shall provide one off-street *parking space* per unit. The *city manager* may require additional parking, up to the maximum standards for attached *dwelling units*, which may be provided in common parking areas.

2. All other RDI proposals shall provide parking for:

a. Market rate/bonus units at levels consistent with Chapter 18.40 KMC; and

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b. Benefit units at:

(1) One or two bedrooms: one *parking space* per unit;

(2) Three bedrooms: 1.5 *parking spaces* per unit;

(3) Parking may be further reduced if a parking demand analysis is provided per KMC 18.40.030(B).

E. RDI *developments* shall provide on-site recreation space as follows:

1. Projects with 100 percent affordable housing shall provide recreation space at 50 percent of the levels required in Chapter 18.30 KMC.

2. All other RDI proposals shall provide recreation space for:

a. Market rate/bonus units at levels consistent with Chapter 18.30 KMC; and

b. Benefit units at 50 percent of the levels required for market rate/bonus units.

18.80.090 Transfer ~~rules~~of density credits.

In order to realize the development potential of *sites* containing *critical areas* or of unique size or shape, or *sites* preserved in order to attain comprehensive plan goals, an opportunity to transfer unused density from one *site* to another shall be provided. Transfer of density transactions shall be handled between the private parties, with documentation provided to the City, until such time as the City enters into a formalized transfer of development rights (TDR) process through King County or another agency.

A. Transfer of density from *sites* constrained by *critical areas* or of unique size and shape. A development proponent may apply to transfer unused density from a *site* constrained by *critical areas* or of unique size or shape to another *site* through a Type 2 land use decision.

1. The number of density credits that a *sending site* is eligible to send to a *receiving site* shall be determined by applying the base density of the zone the *sending site* is located in to the total *sending site area*, less any portion of the *sending site* already in a conservation easement or other encumbrance, or any land area already used to calculate residential density for other *development* on the *sending site*. A plot plan showing *critical areas* and *buffers*, conservation easements or other encumbrances shall be submitted as part of the development application to demonstrate compliance with the density calculation rules set forth in Chapter 18.30 KMC.

~~B~~2. *Sending sites* with *critical areas* that have been declared unbuildable under Chapter 18.30 KMC shall be considered to have a base density calculated in accordance with that chapter, except that the areas of the *sending* and *receiving sites* shall be combined to calculate the overall *site* percentage of *critical areas* and *buffers* necessary for determining the allowable density credit as set forth in Chapter 18.55 KMC.

~~D~~3. When the *sending site* consists only of a portion(s) of an unsubdivided parcel, said portion(s) shall be segregated from the remainder of the *lot* pursuant to KMC Title 17 or deed restrictions documenting the density credit transfers shall be recorded with the title to both the *sending* and *receiving sites*. A parcel need not segregate a *sending site* from the remainder of the parcel when the entire parcel is subject to a conservation easement pursuant to subsection ~~E~~5 of this section.

~~E~~4. Conservation easements shall be required for land contained in the *sending site*, whether or not such land is dedicated, as follows: a conservation easement ~~as defined in the *open space* plan~~ shall be recorded on the *sending site* to indicate development limitations on the *sending site*.

B. Transfer of density from *sites* in order to attain comprehensive plan goals. A development proponent may apply to transfer unused density from a *sending site* to a *receiving site* to achieve comprehensive plan goals as specified by the *city council*. The *city council* shall identify by ordinance circumstances in which this code section may be applied.

1. As of insert effective date of ordinance, the city council has determined that unused density may be transferred from a property zoned MHC to a *receiving site* if long-term preservation of the *manufactured housing community* is assured. Unused density shall be defined as the number of dwelling units allowable under existing zoning as of insert date prior to effective date of ordinance less the number of existing dwelling units on the property as of insert effective date of ordinance multiplied by 2.5.

2. Density shall not be transferred to projects in the R-1, R-4 or R-6 zoning districts.

C. Density credits from one *sending site* may be allocated to more than one *receiving site*. ~~The credit from each segment shall be allocated to a specified *receiving site*.~~

D. The transfer of density request shall be processed as part of the underlying permit for the project on the *receiving site*.

~~F~~E. Upon submitting an application to develop a *receiving site* under the provisions of this ~~chapter~~section, the *applicant* shall provide evidence of ownership or full legal control of ~~all *sending sites*~~the density credits

proposed to be used in calculating total density on the *receiving site*. ~~It shall be the *applicant*'s responsibility, prior to application, to ascertain what form of permanent protection of the *sending site* will be acceptable to the *City*.~~

~~G~~F. Density credits from a *sending site* shall be considered transferred to a *receiving site* when the *sending site* is permanently protected by a ~~completed and recorded~~ land dedication, ~~or~~ conservation easement or preservation agreement submitted to and approved by the *city manager*. This document shall be recorded with King County prior to approval of the *receiving site* permit.

~~H~~G. *TDC developments* shall comply with dimensional standards of the zone with a base density most closely comparable to the total approved density of the *TDC development*.

MAKE MISCELLANEOUS AMENDMENTS THROUGHOUT THE ZONING CODE TO ENSURE CONSISTENCY:

- Replace the term "mobile home park" with "manufactured housing community" throughout the Zoning Code.
- Amend Chapter 18.20 Definitions

18.20.~~1760~~1675.1 Manufactured housing community~~obile home park~~.

"Manufactured housing community~~obile home park~~" means a *development* with two or more improved pads or spaces designed to accommodate *mobile homes*, *manufactured homes*, or *designated manufactured homes*.

18.20.098 Affordable housing unit.

"Affordable housing unit" means housing reserved for occupancy by eligible households and having monthly housing expenses less than or equal to 30 percent of the monthly household income ~~affordable to households whose annual income does not exceed the percentage of median income types~~ described in the subsections below, adjusted for household size~~, and no more than 30 percent of the monthly household income is paid for monthly housing expenses~~. (Housing expenses for ownership housing include mortgage and mortgage insurance, property taxes, property insurance, and homeowner's dues. Housing expenses for rental housing include rent and appropriate utility allowance.)

1. For rental housing:

a. A "moderate income affordable housing unit" is affordable at 70 percent of median income, adjusted for household size;

b. A "low income affordable housing unit" is affordable at 50 percent of median income, adjusted for household size.

c. A "very low income affordable housing unit" is affordable at 35 percent of median income, adjusted for household size.

2. For ownership housing:

a. A "moderate income affordable housing unit" is affordable at 80 percent of median income, adjusted for household size;

b. A "low income affordable housing unit" is affordable at 65% of median income, adjusted for household size;

c. A "very low income affordable housing unit" is affordable at 50% of median income, adjusted for household size.

Pursuant to the authority of RCW 36.70A.540, the *City* finds that the higher income levels specified in the definition of "affordable housing" under this subsection, rather than those stated in the definition of "low-income households" in RCW 36.70A.540, are needed to address local housing market conditions in the *City*.

18.20.308 Bonus unit

"Bonus units" means a *dwelling units* achieved that exceeds the number of units allowed by the base density of the ~~CB Juanita subarea~~underlying zoning district.

18.20.1690. Median income.

"King County ~~M~~median income" means the median family income for the Seattle-Bellevue, WA HUD Metro FMR Area~~MSA~~ as most recently determined by the Secretary of Housing and Urban Development under Section 8(f)(3) of the United States Housing Act of 1937, as amended, or if programs under said Section 8(f)(3) are terminated, median family income is determined under the method used by the Secretary prior to such termination. In the event that HUD no longer publishes median family income figures for the Seattle-Bellevue, WA HUD Metro FMR Area~~MSA~~ or King County, the *City* may use any other method for determining the King County median income, adjusted for household size.

Attachment 3

- Amend miscellaneous code sections to address new MHC zone (18.21.075 and 18.21.078—residential zones; 18.30.230.B, G—structures in setbacks; 18.42.090—signs; 18.60—wireless communication facilities)

- Amend 18.21.060 Nonresidential land uses in residential zones.

18.21.060 Nonresidential land uses in residential zones.

Except for *utility facilities*, *regional land uses*, and nonresidential *uses* regulated by KMC 18.21.070, all nonresidential *uses* located in the R zones shall be subject to the following requirements:

A. *Impervious surface* coverage shall not exceed:

1. Seventy percent of the *site* in the R-1 through R-6 zones.

2. Eighty percent of the *site* in the R-12 through R-48 and MHC zones.

B. *Buildings* and *structures*, except *fences* and wire or mesh backstops, shall not be closer than 30 feet to any property line, except as provided in subsection C of this section.

C. A single detached dwelling allowed as accessory to a church or school shall conform to the *setback* requirements of the zone.

D. Parking areas are permitted within the required *setback* area from property lines, provided such parking areas are located outside of the required landscape area.

E. *Sites* shall abut or be accessible from at least one public *street* functioning at a level consistent with the *City street* design standards. New *high school sites* shall abut or be accessible from a public *street* functioning as an arterial per the *City* design standards.

F. The base height shall conform to the zone in which the *use* is located.

G. *Building* illumination and lighted *signs* shall be designed so that no direct rays of light are projected into neighboring residences or onto any *street* right-of-way.

- Amend 19.25.020 Classifications of Land Use Decision Processes

Attachment 3

Exhibit A

LAND USE DECISION TYPES

TYPE 2	Decision by *city manager*; appealable to *hearing examiner*; no further administrative appeal[1] [5]	Home industry; short subdivision; preliminary short subdivision revision; short plat alteration; zoning variance; conditional use permit; shoreline substantial development permit; shoreline variance; shoreline conditional use permit; site plan review for uses allowed by zone; wireless communication facility minor adjustment under Chapter 18.60 KMC; approval of residential density incentives under KMC 18.80.060.A.2 or transfer of development credits under KMC 18.80.090.A; reuse of public schools; reasonable use exceptions under KMC 18.55.180; public agency and utility exceptions under KMC 18.55.160; other critical areas exceptions, variances and decisions to require studies or to approve, condition or deny a development proposal based on Chapter 18.55 KMC.

Attachment 4

PROPOSAL TO ADDRESS FUTURE MHC UPZONES WITH AFFORDABILITY

Step 1: City Council passes a resolution stating that the City is studying the long-term planning and growth projections for the area surrounding the four manufactured housing communities assigned the 10-year preservation requirement, with the goal of including in the 2019 comprehensive plan update a new section discussing the need to preserve these communities for ten years, at which point growth trends will likely allow for an up-zone and increased housing densities as long as affordable housing is provided. This comprehensive plan amendment will provide the legal and planning foundation for codifying phased zoning in the City's zoning code.

Step 2: The Planning Commission considers the amendments and makes a recommendation to the City Council. Initial City Council direction on the following approaches is requested.

Possible amendments describing phased zoning:

18.15.125 Map designation -- Phased zoning of *manufactured housing communities*.

The purpose of "phased zoning" is to allow zoning designations to automatically adjust over time in order to accomplish comprehensive plan goals as conditions change. In phased zoning, the initial zoning is replaced with another zoning that is "unlocked" at an identified horizon year. When the horizon year is reached, the initial zoning automatically converts to the "unlocked" zoning that is reflective of the long-term vision for the area as expressed in the comprehensive plan.

The purpose of "phased zoning" of *manufactured housing communities* is to rezone designated *manufactured housing communities* as MHC for a period of ten years following the effective date of Ordinance No. _____, at which point the zoning designation will change to a designation with increased densities and corollary requirements to provide affordable housing.

Possible amendments related to property at 7614 NE Bothell Way:

Attachment 4

- Revise Comprehensive Plan Map to show property as R-48, Multifamily Residential at 48 du/acre.

- Rezone the property (currently zoned R-24 and to be rezoned MHC) to R-48. Reapply the TOD designation to the property. Require affordability in the R-48 zoning district as follows:

18.77.043 Residential, R-48, zone.

The provisions of this section shall apply to multifamily residential *developments* proposed on property within the residential, R-48, zone.

A. Twenty (20) percent of the total number of units in the *development* shall be *moderate income affordable housing units.*

B. Each *low income affordable housing unit* provided counts as two *moderate income affordable housing units* for the purpose of satisfying the affordable unit requirement under subsection (A) of this section.

C. Subject to *City* authorization, the affordable units need not be provided within the *development*, but must be provided within the R-12 through R-48, downtown commercial, downtown residential, community business, regional business, or urban corridor zone.

Possible amendments related to properties at 6837 NE 182nd Street and a portion of 7000 NE 181st Street:

- Amend the Comprehensive Plan to increase the maximum allowable density in the Downtown Residential (DR) district.

- Rezone the properties (currently zoned DR and to be rezoned to MHC) back to DR with new standards as follows:

18.24.040 Zoning standards.

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

Attachment 4

Table B. Downtown Residential Development Standards

STANDARD	REQUIREMENT
Base Density: *Dwelling Units*/Gross Acre	48; applies east of 68th Avenue NE
Maximum Density: *Dwelling Units*/Gross Acre with Density Bonus Incentives	72; density incentives or bonuses not required west of 68th Avenue NE
Maximum Density: *Dwelling Units*/Gross Acre with redevelopment of a property formerly zoned MHC and subject to phased zoning	100; with provision of affordable dwelling units. See KMC 18.77.020.
Minimum Density: *Dwelling Units*/Net Acre	18 – *Townhouse* only *development* 18 – 36 – *Townhouse/apartment* combination *development* 36 – *Apartments*

Possible amendments related to properties at 7021 NE 181st Street and a portion of 7000 NE 181st Street:

- Amend the Comprehensive Plan to increase the maximum allowable density in the Downtown Commercial (DC) district.

- Rezone the properties (currently zoned DC and to be rezoned MHC) back to DC with new standards as follows:

18.25.040 Zoning standards.

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

Attachment 4

Table B. Downtown Commercial Development Standards

STANDARD	REQUIREMENT
Base Density: *Dwelling Units*/Gross Acre	48; applies east of 68th Avenue NE
Maximum Density: *Dwelling Units*/Gross Acre with Density Bonus Incentives	72; density incentives or bonuses not required west of 68th Avenue NE
Maximum Density: *Dwelling Units*/Gross Acre with redevelopment of a property formerly zoned MHC and subject to phased zoning	100; with provision of affordable dwelling units. See KMC 18.77.020.
Minimum Density: *Dwelling Units*/Net Acre for Stand-Alone Multifamily Proposals	36

Possible amendments to the affordability requirements in the DR and DC zones as follows:

18.77.020 Downtown Residential and Downtown Commercial zones.

A. The provisions of this section shall apply to:

1. multifamily residential *developments* proposed on property four acres or greater in size within the downtown residential or downtown commercial zones that lie west of 68th Avenue NE, and which are providing for more than 20 *multiple-family dwelling units*.; or

2. *manufactured housing communities* subject to phased zoning and proposed for redevelopment.

B. Twenty-five (2520) percent of the total number of units in the *development* shall be *moderate income affordable housing units*.

C. Each *low income affordable housing unit* provided counts as two *moderate income affordable housing units* for the purpose of satisfying the affordable unit requirement under subsection (B) of this section.

Attachment 4

D. Subject to *City* authorization, the affordable units need not be provided within the *development*, but must be provided within the downtown commercial, downtown residential, community business, regional business, or urban corridor zone.

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: A Regional Coalition for Housing (ARCH) 2019 Administrative Budget and Work Program Proposed Council Action/Motion: Motion to Approve the ARCH 2019 Administrative Budget and Work Program	For Council Meeting Agenda of: 11 March 2019 Department: Executive Prepared by: Nancy Ousley, Assistant City Manager Initial & Date Approved by Department Head: NKO 20 FEB 2019 Approved by City Attorney: _____ Approved by Finance Director: _____ Approved by City Manager: PJK Exhibits/Attachments: 1. 2019 ARCH Administrative Budget and Work Program

Expenditure Required $29,973 Amount Budgeted $56,000 for 2019-2020 Appropriation Required $

INFORMATION/BACKGROUND:

Increasing affordable housing opportunities is a priority for the City Council, as one of the top five Council Goals for 2019. The City of Kenmore is a long time member of A Regional Coalition for Housing (ARCH).

ARCH is comprised of fifteen East King County cities and King County. Through the technical assistance to its members on housing policy and plan development, combined with ARCH Housing Trust Fund investments, ARCH helps local jurisdictions meet the obligations of the Growth Management Act to provide for housing opportunities that are affordable to a wide range of incomes. The City of Kenmore approved an Amended and Restated Interlocal Agreement with ARCH in March 2010 (Contract No. 10-C866).

Under the terms of the ARCH Interlocal Agreement, each member jurisdiction must annually approve the ARCH Administrative Budget. Each member jurisdiction contributes annually to ARCH to provide administrative and technical support for the organization's housing activities. The ARCH Executive Board has approved the Administrative Budget (see Attachment) and has forwarded it to members for approval. This year's ARCH proposed administrative budget is $724,400, an increase of 3.59% from the 2018 approved budget. Kenmore's share of the ARCH Administrative Budget is $29,793, which is a 3.55% increase from the 2017 share of $28,771.

Under the terms of the ARCH Interlocal Agreement, each member jurisdiction must annually approve the ARCH Work Program. The ARCH Executive Board has approved the 2019 Work Program (see Attachment) and forwarded to the member jurisdictions for approval.

ARCH Executive Director Lindsay Masters will brief the Council on recent agency efforts and provide an update on the ARCH Trust Fund.

Staff recommends Council approval of the ARCH 2019 Administrative Budget and Work Program.

FISCAL CONSIDERATION: **The Kenmore share of ARCH administrative costs for 2019 is $1793 over the amount budgeted for the line item in the General Fund for 2019.**
COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED: #3 Increase and preserve the options for affordable housing stock.

ATTACHMENT
1

2019 ARCH Administrative Budget

FINAL 12/13/18

I. ANNUAL OPERATING EXPENSES

Item	2018 Budget	2019 Budget	Change Budget	Percent Change
Staffing *				
Housing Mgr	$ 124,152	$ 122,301	$ (1,851)	-1.49%
Benefits	$ 41,083	$ 40,904	$ (179)	-0.44%
Housing Planner I	$ 106,995	$ 110,462	$ 3,467	3.24%
Benefits	$ 37,592	$ 38,477	$ 885	2.35%
Housing Planner II	$ 92,203	$ 104,531	$ 12,328	13.37%
Benefits	$ 34,581	$ 37,261	$ 2,680	7.75%
Clerk I	$ 75,606	$ 78,056	$ 2,450	3.24%
Benefits	$ 31,204	$ 31,833	$ 630	2.02%
Clerk II	$ 57,999	$ 62,872	$ 4,873	8.40%
Benefits	$ 27,621	$ 28,721	$ 1,100	3.98%
Sub-total	$ 629,035	$ 655,417	$ 26,382	4.2%
Rent	$ 23,700	$ 24,293	$ 593	3%
Utlities	Incl^	Incl^	Incl^	Incl^
Telephone	$ 4,375	$ 4,375	$ -	0%
Operating				
Travel/Training	$ 2,000	$ 2,000	$ -	0%
Auto Mileage	$ 3,245	$ 3,342	$ 97	3%
Copier Costs	$ 1,750	$ 1,750	$ -	0%
Office Supplies	$ 2,800	$ 2,800	$ -	0%
Office Equipment Service	$ 2,000	$ 2,000	$ -	0%
Fax/Postage	$ 825	$ 825	$ -	0%
Periodical/Membership	$ 3,914	$ 3,992	$ 78	2%
Misc. (e.g. events,etc.)	$ 1,680	$ 1,680	$ -	0%
Insurance	$ 9,900	$ 10,310	$ 410	4%
Equipment Replacement	$ 2,000	$ 2,000	$ -	0%
Organization Admin**	$ 12,100	$ 9,615	$ (2,485)	-21%
Sub-total	$ 42,214	$ 40,315	$ (1,899)	-4%
TOTAL	$ 699,324	$ 724,400	$ 25,076	3.59%

* Actual salary increases based on Bellevue's approved Cost of Living Adjustment

** Includes IT service fee to Bellevue

II. ARCH ADMINISTRATIVE BUDGET: 2019 IN-KIND CONTRIBUTIONS

		Value of In-Kind Contributions	
Salary	Annual Cost	Bellevue	Required Cash
Manager	$ 122,301	$ 122,301	$ -
Benefits	$ 40,904	$ 40,904	$ -
Associate Planner I	$ 110,462		$ 110,462.01
Benefits	$ 38,477		$ 38,476.71
Associate Planner II	$ 104,531		$ 104,531.16
Benefits	$ 37,261		$ 37,260.89
Clerk I	$ 78,056		$ 78,055.63
Benefits	$ 31,833		$ 31,833.41
Clerk II	$ 62,872		$ 62,872.09
Benefits	$ 28,721		$ 28,720.78
Sub-total	$ 655,417	$ 163,204	$ 492,212.68
Rent at Together Center	$ 24,293		$ 24,293.00
Utilities	Incl^		
Telephone	$ 4,375		$ 4,375.00
Travel/Training	$ 2,000		$ 2,000.00
Auto Mileage	$ 3,342		$ 3,342.35
Copier Costs	$ 1,750		$ 1,750.00
Office Supplies	$ 2,800		$ 2,800.00
Office Equipment	$ 2,000		$ 2,000.00
Fax/Postage	$ 825		$ 825.00
Periodical/Membership	$ 3,992		$ 3,992.28
Misc.	$ 1,680		$ 1,680.00
Insurance	$ 10,310	$ 5,000	$ 5,310.00
Equipment Replacement	$ 2,000		$ 2,000.00
Organization Admin	$ 9,615	$ 9,615	$ -
Sub-total	$ 40,315	$ 14,615	$ 25,699.63
TOTAL	$ 724,400	$ 177,819	$ 546,580.31

III. ARCH ADMINISTRATIVE BUDGET: RESOURCE DISTRIBUTION

A. Cash Contributions	2018	2019	Change	Percent Change
				3.55%
Bellevue	$ -	$ 8,085	$ 8,085	
Bothell	$ 56,795	$ 58,811	$ 2,016	
Issaquah	$ 43,666	$ 45,217	$ 1,550	
King County	$ 46,815	$ 48,477	$ 1,662	
Kirkland	$ 111,075	$ 115,019	$ 3,943	
Mercer Island	$ 32,185	$ 33,327	$ 1,143	
Newcastle	$ 14,460	$ 14,974	$ 513	
Redmond	$ 75,890	$ 78,584	$ 2,694	
Woodinville	$ 14,936	$ 15,466	$ 530	
Beaux Arts Village	$ 1,690	$ 1,750	$ 60	
Clyde Hill	$ 4,050	$ 4,193	$ 144	
Hunts Point	$ 1,690	$ 1,750	$ 60	
Medina	$ 4,077	$ 4,221	$ 145	
Yarrow Point	$ 1,690	$ 1,750	$ 60	
Sammamish	$ 78,014	$ 80,784	$ 2,770	
Kenmore	$ 28,771	$ 29,793	$ 1,021	
Other	$ 4,200	$ 4,200	$ -	
TOTAL	$ 520,004	$ 546,400	$ 26,396.06	

B. In-Kind Contributions	2018	2019	Change	Percent Change
Bellevue	$ 179,531	$ 177,819	$ (1,712)	
TOTAL	$ 167,943	$ 177,819	$ (1,712)	

C. Total Contributions	2018	2019	Change	Percent Change
Bellevue	$ 179,531	$ 185,904	$ 6,373	3.55%
Bothell	$ 56,795	$ 58,811	$ 2,016	3.55%
Issaquah	$ 43,666	$ 45,217	$ 1,550	3.55%
King County	$ 46,815	$ 48,477	$ 1,662	3.55%
Kirkland	$ 111,075	$ 115,019	$ 3,943	3.55%
Mercer Island	$ 32,185	$ 33,327	$ 1,143	3.55%
Newcastle	$ 14,460	$ 14,974	$ 513	3.55%
Redmond	$ 75,890	$ 78,584	$ 2,694	3.55%
Woodinville	$ 14,936	$ 15,466	$ 530	3.55%
Beaux Arts Village	$ 1,690	$ 1,750	$ 60	3.55%
Clyde Hill	$ 4,050	$ 4,193	$ 144	3.55%
Hunts Point	$ 1,690	$ 1,750	$ 60	3.55%
Medina	$ 4,077	$ 4,221	$ 145	3.55%
Yarrow Point	$ 1,690	$ 1,750	$ 60	3.55%
Sammamish	$ 78,014	$ 80,784	$ 2,770	3.55%
Kenmore	$ 28,771	$ 29,793	$ 1,021	3.55%
Other	$ 4,200	$ 4,200	$ -	0.00%
TOTAL REVENUE	$ 699,535	$ 724,219	$ 24,684.38	3.53%
TOTAL COSTS	$ 699,324	$ 724,400	$ 25,075.64	3.59%
BALANCE	$ 211	$ (181)		

ARCH WORK PROGRAM: 2019

The ARCH work program is organized into five areas: I. Project Assistance; II. Housing Policy Planning; III. Housing Program Implementation; IV. Education and Outreach; and V. Administration.

In 2019, ARCH will continue ongoing work in these five areas, with special priority placed on the following objectives:

- Strengthen program administration and monitoring functions (see Section III.B)
- Coordinate and facilitate transit-oriented development projects on public land (see Section I.B)
- Develop proposals for dedicated revenue sources for affordable housing (See Section I.B)
- Pursue strategies to increase access to housing by underserved communities (See Section IV.C)

I. PROJECT ASSISTANCE

A. Oversight of Local Monetary Assistance

ARCH Trust Fund. Review applications and make recommendations for requests of local monetary funds through the ARCH Housing Trust Fund (HTF) process. Collect input from member cities' staff and the Citizen Advisory Board (CAB). Coordinate the application process and use of funds for various programs. Develop final recommendations by the ARCH Executive Board and facilitate final funding allocations through member cities' councils.

Objective: Allocation of $1,800,000 or more through the ARCH Housing Trust Fund Process to create or preserve a minimum of 75 units.

For the "Parity Program," provide updated annual information to members and achieve the base line goal for levels of direct assistance. Evaluate the appropriateness of updating goals under the Parity Program.

Provide a variety of types of affordable housing as well as meet other funding priorities as specified in the ARCH Trust Fund Criteria.

Public Funding Coordination. Work collaboratively with public funders at the State and local levels to promote shared affordable housing goals. Review and provide input to other funders for Eastside projects that apply for County (HOF, RAHP, HOME, TOD etc.) and State (Tax Credit, State Housing Trust Fund) funds. Provide input to the King County JRC Consortium on behalf of participating Eastside jurisdictions. Assist N/E consortium members with evaluating and making a recommendation to the County regarding CDBG allocations to affordable housing.

Objective: In consultation with County, local staff and housing providers, seek to have funds allocated by the County and State proportionately throughout the County including the ARCH Sphere of Influence.

Project Pipeline Management. Work with member cities and project sponsors to develop a robust pipeline of projects to be funded over the next five years (see related work on Transit Center sites,

below). Actively vet potential HTF projects, and lead funding policy and prioritization discussions with the ARCH Executive Board to facilitate planning and decision-making.

Objective: Maximize available opportunities for affordable housing development within the ARCH Sphere of Influence, leverage private and other public resources, and coordinate local efforts to advance priority projects that support regional goals, including an equitable geographic distribution of resources.

Centralized Trust Fund System. Administer and monitor HTF investments to provide updated information to members on ongoing financial activities, including:

- Produce regular monitoring reports for the ARCH Trust Fund account.
- Work with Administering Agency (Bellevue) to prepare contracts and distribute funds for awarded projects.
- Monitor funded projects including evaluating performance and tracking loan payments. Monitor for long term sustainability of previously funded projects.

Objective: Develop sustainable strategies for the HTF to meet local housing goals and preserve publicly assisted affordable housing.

B. Special Initiatives

Long-Term Funding/Dedicated Revenue Strategy. Continue work on a long-term funding strategy for the ARCH Trust Fund. Work toward implementing the revised Parity Goals established in 2018, including setting an aspirational goal. In addition, facilitate conversations with member cities on identifying and exploring dedicated sources of revenue for affordable housing at the local and regional level (e.g., REET, property tax levy, 0.1% sales tax, etc.). Provide relevant data and develop options for joint or individual revenue approaches across ARCH member cities and determine any shared state legislative priorities to authorize local options for funding.

Transit Center Sites. Assist cities with advancing and coordinating projects seeking King County TOD funds and work with Sound Transit and King County Housing staff to develop opportunities for affordable housing along transit corridors. Current opportunities include sites in Bel-Red, Overlake, Downtown Redmond, Issaquah, Kirkland, Bothell, and Kenmore.

Surplus Property/Underdeveloped Property. Assist as needed member cities' evaluation of potentially surplus public property or underutilized private property (e.g. faith community properties) for suitability of affordable housing.

Winter Shelter. Support efforts by Eastside shelter providers, Human Services Forum, and cities to develop an East King County sub-regional strategic approach to shelter and related services for homeless adults and families. For the women/family shelter, efforts are expected to focus around finalizing design documents, permitting and start of construction.

Preservation of At Risk Affordable Housing. Assist with responding to notices of sale of HUD assisted properties received by member cities, or other information indicating an impending loss of existing affordable housing. Work with member cities to facilitate acquisitions or other strategies to preserve existing housing where affordability is at risk of being lost.

II. HOUSING POLICY PLANNING

A. Local Planning Activities

ARCH provides assistance directly to member cities on a range of local planning efforts. Local planning efforts with individual member cities may be found in *Attachment A*.

General Assistance. On numerous occasions, members have requested support on issues not explicitly listed in the Work Program. Requests have ranged from technical clarifications to assisting with negotiating agreements for specific development proposals to more substantial assistance on unforeseen planning initiatives. ARCH sees this as a valuable service to its members and will continue to accommodate such requests to the extent they do not jeopardize active work program items.

Housing Elements / Housing Strategy Plans. ARCH staff works with members to update comprehensive plan housing elements and to prepare strategies for implementing housing elements. Cities with recently completed strategy plans include Bellevue, Issaquah, Kenmore, Bothell, Kirkland, and Redmond.

Other Local Housing Efforts. ARCH staff will continue to assist local staffs on land use and other code amendments in order to implement comprehensive policies. Examples of areas in which ARCH could provide support to member cities include implementation of impact fee waivers, and policies to assist households displaced by development activity.

B. Inter-local Planning Activities

Interlocal planning activities are coordinated by ARCH for the benefit of multiple members.

Housing Background Information. On an annual basis, ARCH provides housing and demographic data as available. This information is available to members for planning efforts and will be incorporated into ARCH education fliers and an updated Housing 101 report.

Accessory Dwelling Units (ADUs). Several ARCH members have expressed interest in evaluating current ADU regulations and exploring other ways to increase availability of ADUs. ARCH staff will complete the ADU study begun in 2018 by ARCH member cities to evaluate existing ADU regulations and other related issues (e.g. permitting costs, community awareness) that could impact the creation of ADUs.

Assistance with Private Sector Engagement. As opportunities arise, support efforts by ARCH member cities to engage employers and private sector entities in discussions around the need for more affordable housing and identifying options for public-private partnerships.

C. State Legislative Activities

ARCH staff will track state and federal legislative items that relate to affordable housing that could impact members' ability to address affordable housing. As needed, staff will report back to the Executive Board and members, and when directed coordinate with other organizations (e.g. AWC, SCA, WLIHA, HDC) to contact legislators regarding proposed legislation.

D. Regional/Countywide Planning Activities

King County Regional Affordable Housing Task Force. The County Council may adopt a regional affordable housing strategy in late 2018 or early 2019, with two roles for ARCH. First, ARCH staff may be called to participate on a work group to support a new housing committee of the Growth Management Planning Council (GMPC). Second, we would begin discussions with members and the Executive Board as needed to consider the actions recommended by the strategy.

All Home/ Eastside Homeless Advisory Committee (EHAC). Anticipated work of All Home in the coming year includes continued coordinated allocation of resources, and work on specific initiatives (e.g., coordinated entry and assessment for all populations). ARCH staff expect to continue participating in the All Home Funders group, and its efforts to coordinate funding and inform ARCH members and the general public of All Home/EHAC activities. Also continue to participate in efforts to implement homeless efforts within East King County through EHAC.

Objective: Keep member jurisdictions informed of significant regional issues and pending legislation that could affect efforts to provide housing in East King County.

Ensure that perspectives of communities in East King County are addressed in regional housing and homelessness planning.

III. HOUSING PROGRAM IMPLEMENTATION

A. Monitoring Activity

Monitoring Affordable Rental Housing. Administer ongoing compliance with affordability requirements in ARCH rental housing. This includes affordable rental housing created through direct assistance (e.g. Trust Fund allocation, land donations) from member jurisdictions, and through land use incentives. For Trust Fund projects, monitor project income and expenses to determine cash flow payments, and conduct long-term sustainability monitoring of projects and owners. Proactively problem-solve financial and/or organizational challenges in partnership with project owners and other funders.

Objective: Ensure projects follow affordability requirements and maintained as assets for residents, owners and broader community, which involves collecting annual reports from projects, screening information for compliance, and preparing summary reports for local staffs. To the extent possible this work will:

- Minimize efforts by both owners and public jurisdictions.
- Coordinate ARCH's monitoring efforts with efforts by other funders, such as using shared monitoring reports.
- Utilize similar documents and methods for monitoring developments throughout East King County.
- Establish working relationship with other public organizations that can help assess how well properties are maintained and operated (e.g. code compliance, police, and schools).

Monitoring Affordable Ownership Housing. Administer ongoing compliance with affordability requirements in ARCH ownership housing, including enforcement of resale restrictions and buyer income requirements. In addition, ARCH will continue to monitor general trends with ownership units, including enforcement of covenant provisions (e.g. leasing homes, foreclosure).

Objective: Oversee resale of affordable ownership homes. Address issues related to ongoing compliance with program requirements (e.g. leasing homes, foreclosures).

B. Program Improvements

Program Database Development. Work with City of Bellevue IT to scope the creation of a program database(s) to manage existing and to be collected program data and support other critical functions, including creation of program reports, project compliance monitoring, communication with program participants, and other functions.

Review Monitoring Policies and Procedures. Review and update compliance monitoring practices and procedures. Make adjustments as needed in both monitoring procedures and, as necessary, program agreements and covenants. This effort will include convening member planning and legal staff to review potential revisions, consulting with King County and other local ownership programs, and seeking input from Secondary Market lenders (e.g. FHA, Fannie Mae) on any potential revisions. In addition, ARCH will evaluate staff capacity to maintain or increase current levels of oversight as the number of ARCH homes continues to grow.

IV. EDUCATION AND OUTREACH

A. Housing 101

Plan a Housing 101 event to occur no later than 2020.

Objective: Develop education tools and conduct events to inform councils, staffs and the broader community of current housing conditions, and of successful housing programs. Continue to keep member jurisdictions and the broader community aware of local housing conditions to assist in their efforts to evaluate current and future efforts to meet local housing objectives.

Share media coverage on topics related to affordable housing in East King County, including work done by cities/ARCH.

B. Information for the Public

ARCH Website. Update on a regular basis information on the ARCH website, including information related to senior housing opportunities. Add new section to the website that provides information on all ARCH member affordable incentive programs and fair housing information.

Objective: Maintain the ARCH web site and update the community outreach portion by incorporating information from Housing 101 East King County, as well as updated annual information, and links to other sites with relevant housing information (e.g. All Home, HDC).

Assist Community Members Seeking Affordable Housing. Maintain lists of affordable housing in East King County (rental and ownership) and make that information available to people looking for affordable housing. Continue to maintain a list of households interested in affordable ownership housing. Work with member cities to develop appropriate referrals for other types of inquiries received by ARCH (e.g., landlord tenant issues, building code violations, fair housing complaints, etc.).

Objective: Maximize awareness of affordable housing opportunities in East King County through the ARCH web site, public flyers and other means to assist persons looking for affordable housing.

C. Engage Communities to Increase Support and Access

Build connections with community groups, faith communities, developers, nonprofits and others interested in housing issues. Explore strategies to broaden awareness of housing programs to increase access by underserved communities.

Objective: Increase awareness of existing housing programs by communities with less access.

Meet with multiple community organizations to grow support for and engagement in housing solutions.

Conduct a housing event to raise awareness of housing issues.

V. ADMINISTRATION

Administrative Procedures. Maintain administrative procedures that efficiently provide services to both members of ARCH and community organizations utilizing programs administered through ARCH. Activities include:

- Prepare the Annual Budget and Work Program.
- Prepare quarterly budget performance and work program progress reports, including Trust Fund monitoring reports.
- Work with Executive Board to develop multi-year strategy for the ARCH Administrative Budget.
- Staff the Executive and Citizen Advisory Boards.

Objectives: Maintain a cost effective administrative budget for ARCH and keep expenses within budget.

Administrative costs should be equitably allocated among ARCH's members.

Maintain membership on the ARCH Citizen Advisory Board that includes broad geographic representation and a wide range of housing and community perspectives.

Attachment A
Local Planning Efforts by City

Bellevue

Assist City with implementation of Phase One tasks of Bellevue's Affordable Housing Strategy, including:

- Increase development potential on suitable land owned by public agencies, faith-based groups, and non-profits housing entities.
- Assist with items for Wilburton and East Main neighborhood plans, including affordable housing density incentives.
- Develop affordable housing on suitable public lands in proximity to transit hubs including 130th TOD parcels and TOD parcels at the OMFE.
- Advocate for legislative actions that expand state and local funding tools and other opportunities to increase affordable housing.

Assist City staff with contracting and administration for the City's land use incentive program and citywide Multifamily Tax Exemption program.

Assist in Neighborhood Planning to consider more affordable housing types on a neighborhood-by-neighborhood basis, such as small lot neighborhood infill and detached accessory dwelling units.

Bothell

Assist city with implementing its Housing Strategy Plan.

Assist city with evaluating and potentially implementing affordable housing provisions related to zoning and other code amendments.

Assist city staff with work related to affordable housing component of the city's LIFT program in their downtown areas. Includes assisting with any reporting requirements and potentially exploring additional opportunities for affordable housing on city owned properties in the downtown revitalization area.

Assist city staff with evaluating the updated state legislation regarding impact fee waivers for affordable housing and explore potential revisions to local regulations related to impact fee waivers for affordable housing.

Assist city with evaluating and implementing affordable housing strategies in its Canyon Park plan.

Clyde Hill

Assist City with rental of City's affordable rental unit.

Issaquah

Assist City with preparing the annual Affordable Housing Report Card/Analysis.

Assist City staff with evaluating and, as needed, implementing development standards and regulations related to the housing policies adopted in the Central Issaquah Plan and Central Issaquah Standards, including inclusionary zoning.

As needed, assist City staff with administration and/or revisions of the affordable housing provisions of local development agreements (e.g., Lakeside and Rowley).

Assist with evaluating and strategizing sequencing potential projects/opportunities such as those near transit facilities, including coordination with potentially utilizing the King County TOD funds.

Assist with initial work on high priority strategies identified in the Housing Strategy Work Plan including:

- Improving marketing and the understanding of ADUs and the development process.
- Facilitating development of a TOD.
- Beginning work to identify and seek out affordable multifamily projects for retention as affordable housing choices.
- Amending codes to increase allowed diverse housing types such as SROs and cottage housing.
- Supporting housing options and services to assist people experiencing housing insecurity and those with barriers to independent living.
- Lobbying the state to mitigate/offset condominium development deterrents.

Kenmore

Assist Planning Commission and Council in implementing a high priority item identified in the Housing Strategy Plan. Assist the Council in completing the Preservation of Affordable Housing/Mobile Home Park project started in 2018 including assistance with developing regulations to implement Council's 9/17/18 policy direction on land use and other strategies. Assist with review of current code provisions and permitting process for Accessory Dwelling Units (ADU's) is a potential 2019 work program item.

Continue to assist with technical questions and negotiating agreements where affordable housing is proposed including the TOD overlay.

Continue to assist with negotiating and administering the provision of affordable housing in developments required to provide affordable housing units pursuant to city regulations and/or using the multifamily tax exemption program.

Assist with review and developing options and opportunities for partnerships to incorporate affordable housing into transit projects including the siting of parking structures in Kenmore for the Sound Transit ST3 proposal.

Kirkland

Assist with the update to the City's Accessory Dwelling Unit (ADU) regulations and implementation of programs to encourage construction of more ADUs.

Assist with the development of Missing Middle housing policies and regulations as part of the City's neighborhood planning processes.

Participate with City and other agency staff to determine feasibility for Transit Oriented Development at the Kingsgate Park and Ride. Help develop regulations for TOD at the site, if appropriate.

Continue to assist with negotiating and administering the provision of affordable housing in developments required to provide affordable housing units pursuant to city regulations and/or using the optional multifamily tax exemption program.

Assist City staff with housing issues that come before Council Planning and Economic Development Committee and resulting initiatives.

Assist City staff with affordable housing preservation efforts and initiatives.

Mercer Island

Assist with review of the City's MFTE program and evaluating options for a fee-in-lieu alternative to land use requirements.

Assist City with a Housing Strategy Plan.

As needed, assist City staff with components of residential development standards review that are associated with housing stock diversity.

As needed, assist City staff with administering affordable housing provisions associated with the land use incentive and tax exemption programs for Town Center.

Provide project support for Town Center development projects that include affordable housing.

Newcastle

Assist City with a Housing Strategy Plan.

Assist with agreements for any project that would include an affordable housing requirement, including those related to the Community Business Center.

Assist staff with outreach effort related to ADUs.

Redmond

Continue to assist with negotiating and administering the provision of affordable housing in developments required to provide affordable housing units pursuant to city regulations.

Assist City staff with continuing to implement the multifamily property tax exemption program to incentivize affordable housing, as allowed under RCW 84.14.

Continue to assist with strategies to increase the level of affordability for new housing in Overlake and Southeast Redmond as part of the development of master plans and development agreements, including exploring ways to leverage other resources.

Assist with the promotion of affordable housing and other programs available to Redmond residents and developers, e.g., Accessory Dwelling Units (ADUs).

As follow-up to the City's adoption of Section 8 anti-discrimination ordinance, assist with education outreach efforts to landlords regarding the Section 8 program and potentially other initiatives to support use of this program in cooperation with other jurisdictions.

Assist with the implementation of other high priority items identified in the Strategic Housing Plan and the Affordable Housing Strategies Work Plan of June 2016, such as encouraging public/private partnerships to promote the development of affordable housing in urban centers.

Sammamish

Assist City in the finalization of their Housing Strategy Plan.

Assist City staff in finalizing resale requirements and other tasks related to the affordability provisions for site donated to Habitat.

Assist City staff with implementation of Town Center affordable housing provisions.

Support City in exploring impacts to and solutions for affordable housing related to code and policy updates during legislative review.

Work with the City to identify ways to promote available housing assistance and affordable housing programs to Sammamish's workforce and residents.

Woodinville

Assist City staff with a Housing Strategy Plan.

Assist with review and any update of affordable housing and accessory dwelling unit programs and regulations.

Assist City staff and Planning Commission with evaluating and developing incentives for affordable housing as provided for in the Downtown/Little Bear Creek Master Plan area.

As needed, assist City staff with components of residential development standards review that are associated with housing stock diversity.

Yarrow Point

Assist Planning Commission and Council with a review and potential update of current ADU regulations and assist with effort to increase public awareness of local provisions.

King County

Ongoing monitoring of affordable housing in the Northridge/Blakely Ridge and Redmond Ridge Phase II affordable housing development agreements.