

City of Kenmore, Washington
City Council Special Meeting Minutes
May 7, 2018

CALL MEETING TO ORDER — The Kenmore City Council special meeting was called to order by Mayor Baker at 5:00 p.m.

Councilmembers present:

Mayor David Baker
Deputy Mayor Nigel Herbig
Councilmember Joe Marshall
Councilmember Milton Curtis
Councilmember Debra Srebnik
Councilmember Stacey Denuski
Councilmember Brent Smith (Absent – excused)

FLAG SALUTE

The Council led the flag salute.

JOINT MEETING WITH THE NORTSHORE FIRE DISTRICT COMMISSION

- Introductions
- Emergency Operations and NEMCo discussion – Bryan Hampson and Carl Lunak
- Fire District Update – Chief Jim Torpin
- City Projects and Priorities – Rob Karlinsey
- Fire Benefit Reauthorization Election - Chief Jim Torpin
- Other topics of mutual interest (4th of July, etc.)
- Adjourn

CONSENT AGENDA

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

The consent agenda included the following:

Total Check #39587 through #39703 in the Amount of \$431,286.65.

Total Payroll/Taxes/Flexible Spending and Health Savings Account Electronic Deposits Dated: 4/13/18 in the Amount of \$100,273.16.

Payroll Check #10088 in the Amount of \$1,216.54.

Payroll Check #10089 in the Amount of \$354.47.

Receive and File the February 2018 Financial Report for the City of Kenmore, Washington

SR 522 Irrigation Project Construction

BUSINESS AGENDA

2019-2024 Capital Improvement Program for Parks, Transportation, and Surface Water - Joanne Gregory, Finance and Administration Director; Debbie Bent, Community Development Director; John Vicente, Interim City Engineer; and Richard Sawyer, Surface Water Program Manager

The Proposed Six -Year Capital Improvement Program (CIP) for the period 2019-2024 will be presented for the City Council's review and discussion on May 7, 2018. The 2017-2022 Capital Improvement Program was adopted on October 24, 2016 and the years 2017 and 2018 were incorporated into the Biennial Budget. The 2017-2022 CIP was amended on July 24, 2017 (Exhibit H).

The Proposed CIP extends the Program to 2024 and includes \$4 Million of debt for budget shortfalls on T37, the West Sammamish River Bridge Project (\$2M) and T42, the Walkways and Waterways 68th Ave Pedestrian and Bicycle Safety Project (\$2M). The cash flow projections include this debt as 10-year notes with 4% interest, being repaid from Real Estate Excise Taxes. A short term \$2M interfund loan for the Juanita Drive Project in 2019 is included although Staff has a high confidence level that this can be supplanted by an additional grant.

Complete Proposed Park, Transportation and Surface Water Capital Improvement Programs are provided individually with supporting cash flow projections for Park Impact Fees, Transportation Impact Fees and Real Estate Excise Tax.

Projects added to the proposed CIP or substantially changed include:

TRANSPORTATION

- T35 Pavement Preservation (Overlay). This project includes federal fund grant requests in the years 2019 (\$355,351), 2021 (\$65,750), and 2022 (\$753,650). City Real Estate Excise Taxes are programmed to this project in the amount of \$450,000 annually.
- T37 West Samm Bridge. This project has been updated for current budget estimates as previously presented to the City Council. This project is funded by a Federal BRAC Grant, Federal STP Grant, WA State Connecting WA Grant, TIB Grant (requested), City Transportation Impact Fees and Real Estate Excise Taxes.
- T41 Juanita Drive Pedestrian & Bicycle Safety. This \$13.6 Million project is funded with Walkways and Waterways Bonds, WSDOT Grant, TIB Grant (requested), and City funds (Interfund Loan) pending additional grant requests.
- T42 68th Ave Pedestrian & Bicycle Safety. This \$8.5M project is funded with Walkways and Waterways Bonds, City Real Estate Excise Taxes and Transportation Impact Fees pending additional grant requests.
- T43 SR522 Pedestrian Crossing Study. This \$500,000 project is funded by the State of Washington supplemental transportation budget.
- Other transportation projects such as T8 SR 522 West B and the Sidewalk projects are relatively unchanged from the prior CIP.

PARKS

- P 1 Twin Spring Interim Use. \$100,000 has been added to the CIP to develop a minimal interim use for this Park in 2019 funded by Impact Fees.
- P18 Rhododendron Park Waterfront Mitigation. This project was constructed in 2017-2018. Project mitigation commitments of \$5,000 per year for five years has been added to the CIP.
- P18a Rhododendron Park Float Mitigation. This project was completed in 2017-2018 and five years of mitigation commitments have been added to the CIP.
- P26 Squires Landing Float Mitigation. This project was completed in 2017-2018 and five years of mitigation commitments have been added to the CIP.
- P27 Squires Landing Park Waterfront and Mitigation. This \$6.6 Million Walkways and Waterways project is funded with Bonds of \$5,460,000, Park Impact Fees of \$640,000 and State RCO (requested) grant of \$500,000. Two RCO grants will be submitted for this project. The CIP anticipates that one grant will be awarded.
- P28 Log Boom Park Waterfront Access and Mitigation. This \$3,340,000 Walkways and Waterways project is funded with Bonds of \$2,840,000 and State RCO (requested) grant of \$500,000. Two RCO grants will be submitted for this project. The CIP anticipates that one grant will be awarded.
- P29 St Edward Ballfield Improvement and Mitigation. \$5.4 Million is budgeted in the six-year period for this project which includes ongoing mitigation after completion in the amount of \$40,000 per year for 10 years. The project is funded with \$4,039,000 of City dollars including Impact Fees, Real Estate Excise Tax and General Funds, State RCO grants (pending) of \$750,000, and King County Youth & Amateur Sports grant (pending) of \$611,000.
- P30 Rhododendron Park Boathouse Pavilion. This \$505,000 project was awarded \$250,000 from the Washington State Capital Budget and also includes \$252,000 of State RCO ALEA funds. \$10,000 of General Fund dollars are included in the budget for staff costs.
- P31 Squires Landing Park Land Acquisition. As a condition of the P26 Squires Landing Park Waterfront Project, land acquisition may be required in the amount of \$1 Million. A Conservation Futures Tax (CFT) Grant is requested in the amount of \$500,000 and City Real Estate Excise Taxes of \$500,000 are also included.

SURFACE WATER

- SW8 Surface Water Project 190th Culvert at 61st. This \$1.5 Million project will install new box culvert and related improvements near 61st Ave NE and NE 190th and will be funded with a Public Works Trust Fund (PWTF) Loan. The City was notified that the loan application had been approved. Design is planned to commence in 2018 with construction in 2019-2020. Annual repayments of approximately \$153,000 are anticipated and will be included in the Surface Water Management Fund beginning in 2019.

- SW25 Strawberry Hills SW Tank Retrofit. Design is currently underway with construction beginning in 2018 or 2019, estimated to be \$360,000 funded by Surface Water Management fees.
- SW29 Infiltration Tank Retrofit at 61st Ave NE/NE 190th St. Design is underway with construction in 2019, estimated at \$500,000 funded by Surface Water Management fees.
- SW30 Drainage Improvements at 153rd/NE Arrowhead Dr. Design is complete and construction is anticipated in 2019, estimated at \$100,000 funded by Surface Water Management fees.
- SW31 Drainage Improvements and Street Repair at 66th Ave NE/195th Pl. This project is still under design with construction anticipated for 2019 in the amount of \$115,000 funded by Surface Water Management fees.
- SW32 61st Ave Stabilization. This new project is at 5% design stage with an anticipated budget of \$150,000 programmed for 2019 funded by Surface Water Management fees.

Completion of a Surface Water Fee Analysis in 2018 may result in additions or amendments to the CIP at a later date. This Proposed CIP for 2019-2024 is presented for Council review, consideration, and discussion. Decisions regarding the proposed projects and budgets are not expected at this time.

Additional details of the Projects will be provided at the City Council meeting.

FISCAL CONSIDERATION:

The City's goal is to adopt and maintain a fiscally balanced Capital Improvement Program that can be used by staff to prioritize and pursue projects. The CIP balances City resources including Park and Transportation Impact Fees, Real Estate Excise Tax, General Fund revenues, Surface Water Utility fees, Strategic Opportunity Fund balances, and grant funds. While a project may show need in future years for grant funds to complete, the project and budget is considered "balanced" and provides a tool to pursue outside funding. The CIP should be considered a programming document with the City of Kenmore adopted budget being the document that actually appropriates funds for project expenditures.

The updated Capital Improvement Program includes 26 individual projects which total \$84,146,233 over the six- year planning horizon. \$50,449,044 would be programmed for the upcoming 2019-2020 biennium and, if later adopted, would be incorporated into the biennial budget. The project costs and funding sources are displayed in Exhibits B through D. Also attached are projections of Impact Fees and Real Estate Excise Tax which are Exhibits E, F, and G.

Council and staff engaged in a discussion. This item will come back again to a future meeting for further discussion.

STAFF REPORTS

Scheduled Field Use at Kenmore Schools - Rob Karlinsey, City Manager

Council and staff reviewed the scheduled field use prepared by staff.

Mayor Baker adjourned the meeting at 9:53 p.m.



David Baker, Mayor

ATTEST:



Kelly M. Chelin, City Clerk