



City of Kenmore - 18120 68th Avenue NE - Kenmore, WA 98028

Phone: 425-398-8900 - E-mail: cityhall@kenmorewa.gov

City Council Regular Meeting

ON-SITE

MONDAY, JUNE 16, 2025 - 7:00 PM

In addition, we try to provide access to the meeting virtually:

ZOOM LINK: <https://kenmorewa-gov.zoom.us/j/81324788192>

ZOOM PASSWORD: 061625

Or One tap Mobile: US: +12532050468,,81324788192#

Or Telephone Dial US: +1 253 205 0468

Webinar ID: 813 2478 8192

ZOOM PASSWORD: 061625

SIGN UP FOR VIRTUAL PUBLIC COMMENT HERE: www.kenmorewa.gov/virtualpubliccomment

Technical Difficulties? Contact the Deputy City Clerk at mkang@kenmorewa.gov.

Listen to the Clerks' Podcast Episode: [What to Expect at City Council Meetings](#)

Land Acknowledgement to Honor First Peoples

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

I. CALL REGULAR MEETING TO ORDER - 7:00 PM

II. ROLL CALL

III. LAND ACKNOWLEDGEMENT

IV. FLAG SALUTE

V. AGENDA APPROVAL

VI. PROCLAMATION

A. Juneteenth - June 19, 2025

[Proclamation - Juneteenth](#)

VII. WHERE'S THE FUN?

VIII. PUBLIC COMMENTS

Welcome to the Council's meeting. Please address your comments to the

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

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

IX. CONSENT AGENDA

- A. Approve the City Council Special Meeting Minutes of Monday, June 2, 2025.
[City Council Special Meeting Minutes of Monday, June 2, 2025 \(added 6/13\)](#)
- B. Approve Total Check #s 56322 through 56398 totaling \$886,725.33, Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 05/16/2025 in the amount totaling \$302,513.82, and Total EFT Payments #s 1838 through 1853 totaling \$76,211.12, and Total Wire Transfers totaling \$923,519.86.
[Voucher Certification & Approval 5/10/2025 - 5/23/2025](#)

X. PRESENTATION

- A. Association of Washington Cities (AWC) Update, presented by AWC CEO Deanna Dawson
[Presentation - The Association of Washington Cities \(AWC\) \(added 6/9\)](#)

XI. BUSINESS AGENDA

- A. First Quarter 2025 Financial Report, presented by Finance & Administration Director Melinda Merrell, *to receive and file*
[Agenda Bill - 1st Quarter 2025 Financial Report](#)
[Attachment - 1st Quarter 2025 Financial Reports](#)
[Presentation - 1 Quarter 2025 General & Other Revenue Funds \(added 6/16\)](#)
- B. Zoning Regulation Amendments for Parcels Adjacent to Swamp Creek

near SR 522/80th Avenue NE where Interim Regulations Currently Apply, presented by Assistant City Manager/Community Development Director Debbie Bent and Senior Planner Brittany Chue, *for discussion and direction*

[Agenda Bill - Zoning Regulation Amendments](#)

[Attachment 1 - Staff Memo](#)

[Attachment 2 - Presentation \(updated 6/16\)](#)

- C. Chinook Salmon Conservation Planning in Water Resource Inventory Area (WRIA 8) Interlocal Agreement Renewal, presented by Environmental Services Director Richard Sawyer, *for discussion and approval*

[Agenda Bill - WRIA 8 Interlocal Agreement](#)

[Attachment 1 - WRIA 8 Interlocal Agreement](#)

[Presentation - WRIA 8 Interlocal Agreement Briefing \(added 6/16\)](#)

XII. STAFF REPORTS

- A. Aquatic Weed Treatment Update, presented by Environmental Services Director Richard Sawyer
- B. Other - Interim City Manager Stephanie Lucash

XIII. COUNCILMEMBER REPORTS & COMMENTS

XIV. ADJOURNMENT

UPCOMING MEETINGS

- A. Monday, June 23, 2025 7:00 PM - City Council Regular Meeting
Monday, July 14, 2025 6:00 PM - Town Hall Meeting
Monday, July 21, 2025 7:00 PM - City Council Regular Meeting
Monday, July 28, 2025 7:00 PM - City Council Regular Meeting

NOTICE OF POTENTIAL QUORUMS

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

City of Kenmore, Washington Proclamation

WHEREAS, on the first day of January in the year 1863, President Abraham Lincoln issued a momentous decree known as the Emancipation Proclamation, a pivotal step in the long and arduous journey to abolish the inhumane institution of slavery in the United States; and

WHEREAS, the culmination of this struggle, the cessation of slavery, gave birth to a day of profound significance, known as Juneteenth. This day is acknowledged as the oldest recognized public commemoration of the cessation of slavery in the United States; and

WHEREAS, Juneteenth is not only a commemoration of the liberation of African Americans from the bonds of slavery but also serves as a grand celebration of the strides made towards improving education and increasing opportunity within the African American community. It honors the courage, resilience, and determination that led to their freedom and progress; and

WHEREAS, on a broader scale, the celebration of Juneteenth serves as a poignant reminder for every person of the hallowed promises that form the bedrock of the American Dream: freedom, equality, and the opportunity for all to pursue their ambitions without hindrance or prejudice; and

WHEREAS, Juneteenth was officially declared a state-wide holiday on May 13, 2021, and in alignment with this declaration, the Kenmore City Council adopted Resolution No. 22-381, thereby affirming Juneteenth as an official City Holiday, a testament to the city's commitment to remembering our history and promoting equality; and

WHEREAS, despite over 155 years having passed since the formal conclusion of chattel slavery in the United States, the nation continues to grapple with the deeply ingrained and pervasive remnants of discriminatory systems and structural racism that still affect many aspects of our society; and

WHEREAS, the City of Kenmore is steadfastly dedicated to creating a city where all people, regardless of race, ethnicity, or background, feel safe, respected, and loved in their place of residence, fostering a culture of inclusivity and unity.

NOW THEREFORE, I, Nigel Herbig, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim **June 19, 2025**, as a day to commemorate and celebrate **JUNETEENTH** throughout the City of Kenmore. We urge all our residents to unite with the City Council in this meaningful observance, to honor the past, celebrate progress, and work together towards a future of true equality and justice for all.

IN WITNESS WHEREOF, signed this 16th day of June 2025.

Signed: _____ Attested: _____
Nigel Herbig, Mayor Anastasiya Warhol, City Clerk

**City of Kenmore
City Council Meeting
Special Meeting Minutes
Monday, June 2, 2025**

These minutes are created to capture Council action. This is not a verbatim transcript.
Meeting video and audio is available on the City YouTube channel.

PRESENT:

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

Staff: City Attorney Dawn Reitan (*virtual*)
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang

Speaking Guests: Debbie Tarry, GMP Consultants

CALL SPECIAL MEETING TO ORDER

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

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(g), the City Council will now enter an executive session to evaluate the qualifications of applicants for public employment. The session was slated to last 60 minutes, until approximately 8:00 PM.

- At 8:00 PM, the Council extended the executive session for 30 minutes until approximately 8:30 PM.
- At 8:30 PM, the Council extended the executive session for an additional 15 minutes until approximately 8:45 PM.
- The Council exited the executive session at approximately 8:45 PM.

ACTION FOLLOWING EXECUTIVE SESSION

MOTION: Direct staff to invite Candidates 1, 2, 3, 4, and 6 to for interviews.
Moved by Srebnik; seconded by O’Cain.

VOTE: Motion was approved by UNANIMOUS CONSENT

The Council also discussed with GMP Consultant Debbie Tarry regarding the two-day process for interviews. Debbie Tarry will work with Staff to prepare the schedule which will include Council interviews, leadership team interviews, stakeholders' interviews, a community reception, a tour of the city, and a meet and greet opportunity for all staff.

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 9:08 PM.

Nigel Herbig, Mayor

Anastasiya Warhol, City Clerk

DRAFT



Voucher Certification & Approval

City of Kenmore

DATE RANGE: 5/10/2025 through 5/23/2025

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

Total EFT Payments: #1838 through 1853	\$ 76,211.12
Total Checks: #56322 through 56398	\$ 886,725.33
Total Payroll EFT & Bank Drafts: Payroll/Taxes/Health Insurance/ FSA/HSA/Retirement/Life Ins.; Dated 5/16/2025	\$ 302,513.82
Total Wire Transfers:	\$ 923,519.86

Stephanie Lucas

Jun 5, 2025

Interim City Manager / Date

Melinda Merrell

Jun 2, 2025

Finance Director / Date

Vendor Name	Payment Number	Payment Date	Description	Amount
CENTER FOR HUMAN SERVICES	1838	05/23/2025	2025 Q1 HHS Reimbursement	2,500.00
JACOBS ENGINEERING GROUP	1839	05/23/2025	Mar & Apr 2025 Consult Svcs T38 Lower Swamp Crk Bridge	49,184.69
U.S. BANK PURCHASE CARDS	1840	05/23/2025	ISA Membership - S Loyuk	258.00
U.S. BANK PURCHASE CARDS	1841	05/23/2025	Office Depot Misc. Office Supplies	5,197.34
U.S. BANK PURCHASE CARDS	1842	05/23/2025	void	-
U.S. BANK PURCHASE CARDS	1843	05/23/2025	Volgistics, DRI, Storage, Asana, Conexwest	5,769.04
U.S. BANK PURCHASE CARDS	1844	05/23/2025	4Imprint, Kittrich, Amazon, Mtg Supplies	1,212.26
U.S. BANK PURCHASE CARDS	1845	05/23/2025	Calameo, Google One, WAPRO	235.19
U.S. BANK PURCHASE CARDS	1846	05/23/2025	Fruit for Earth Day Celebration	23.28
U.S. BANK PURCHASE CARDS	1847	05/23/2025	YSI, Asana, Imprint/Stickers, Seattle Times	2,233.41
U.S. BANK PURCHASE CARDS	1848	05/23/2025	Slido, Office & Meeting Supplies, WMCA	469.89
U.S. BANK PURCHASE CARDS	1849	05/23/2025	APA Memberships - B Chue & T Hall	700.50
U.S. BANK PURCHASE CARDS	1850	05/23/2025	MBP Merchant Fees	36.60
U.S. BANK PURCHASE CARDS	1851	05/23/2025	WMCA Membership & Training, Recruitment Ads, Mtgs	1,895.06
U.S. BANK PURCHASE CARDS	1852	05/23/2025	Bluebeam, Autodesk, Supplies, Buzzsprout	2,412.12
U.S. BANK PURCHASE CARDS	1853	05/23/2025	Supplies, Facility & Vehicle Maintenance, Tires	4,083.74

IX. B. Approve Total Check #s 56322 through 56398 totaling \$886,725.33, ...

Vendor Name	Payment Number	Payment Date	Description	Amount
DEPARTMENT OF LABOR AND INDUSTRIES	56322	05/16/2025	City of Kenmore	6,111.68
DEPARTMENT OF LABOR AND INDUSTRIES	56323	05/16/2025	void	-
DEPARTMENT OF LABOR AND INDUSTRIES	56324	05/16/2025	void	-
ESD - LTC	56325	05/16/2025	Long Term Care Fund	2,236.01
ESD - PFML	56326	05/16/2025	Paid Family & Medical Leave	4,885.86
ESD - PFML	56327	05/16/2025	void	-
NATIONAL LIFE INSURANCE CO.	56328	05/16/2025	Life Insurance	37.50
AWC EMPLOYEE BENEFIT TRUST/VIMLY	56329	05/16/2025	Employee Health Insurance	107,672.12
AWC EMPLOYEE BENEFIT TRUST/VIMLY	56330	05/16/2025	void	-
AWC EMPLOYEE BENEFIT TRUST/VIMLY	56331	05/16/2025	void	-
ABS VALUATION	56332	05/23/2025	Thomas Property Appraisal SW0272	1,800.00
ACORN CONSULTING LLC	56333	05/23/2025	May & June 2025 Consulting Services	12,000.00
AFRICANS ON THE EASTSIDE	56334	05/23/2025	2025 Q1 HHS Reimbursement	750.00
AJ AND ASSOCIATES LLC	56335	05/23/2025	Wellness Yoga Series Instruction -4 sessions	400.00
BCN TELECOM, INC.	56336	05/23/2025	5/15-6/14/25 City Hall Phones	1,036.93
BRIGHT SPARK EARLY LEARNING SERVICES	56337	05/23/2025	Q1 2024 Reimb.; Replace lost check #54303	300.00
BUILDERS EXCHANGE OF WASHINGTON INC	56338	05/23/2025	Advertising - Online Project Publish	94.80
BULGER SAFE & LOCK, INC.	56339	05/23/2025	Locks Purchase for Surface Water & Parks	960.05
CALPORTLAND COMPANY	56340	05/23/2025	Gravel for Wallace Swamp Creek Pk Conex Delivery	174.71
CANON FINANCIAL SERVICES, INC.	56341	05/23/2025	May 2025 2nd FI Copier Rental	266.32
CENTRICITY GIS, LLC	56342	05/23/2025	Mar 2025 Cityworks Migration Services	1,000.00
CITY OF KIRKLAND	56343	05/23/2025	2025 Human Services Pool Pmt 1 of 2	31,828.50
COMCAST	56344	05/23/2025	May 2025 City Hall & Hangar Internet	2,210.28
COMCAST BUSINESS	56345	05/23/2025	5/14-6/13/25 City Hall Internet & Cable 5/10-6/9/25 TI'awh-ah-dees Park Internet	233.05
CORINA PFEIL	56346	05/23/2025	4/30/25 STEP Committee Meeting Stipend	60.00
DOMESTIC ABUSE WOMENS NETWORK	56347	05/23/2025	2025 Q1 HHS Reimbursement	1,250.00
DTG RECYCLE	56348	05/23/2025	Mulch Delivery	789.60
ELYON MAINTENANCE, INC.	56349	05/23/2025	SR 522 Landscaping Services - 25-C3100 Park & Culvert Mitigation Mgmt-Landscape Maint.	23,174.55
FACET NW, INC.	56350	05/23/2025	Apr 2025 Urban Forest Management Consult.	15,984.00
GCP WW HOLDCO, LLC	56351	05/23/2025	Safety Footwear - Case Rogers (2025)	321.44
GORDON THOMAS HONEYWELL	56352	05/23/2025	Apr 2025 Consulting Services	4,650.00
GRAINGER	56353	05/23/2025	Log Boom Park Parts - Anna	252.21
GRANICUS	56354	05/23/2025	6/20/25-6/19/26 Website Hosting Annual Fee	7,302.76
H.D. FOWLER COMPANY	56355	05/23/2025	Moorlands Park Irrigation Parts	2,075.42
HDR ENGINEERING, INC	56356	05/23/2025	Jan-Mar 2025 Eng. Svcs T41 Juanita Dr	8,418.67

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Vendor Name	Payment Number	Payment Date	Description	Amount
HILLIS CLARK MARTIN & PETERSON P.S.	56357	05/23/2025	Apr 2025 Lakepointe Legal Services	115.00
HOME DEPOT CREDIT SERVICES	56358	05/23/2025	Public Works Supplies	84.68
HONEY BUCKET	56359	05/23/2025	4/28-5/25/25 PW Yard Honey Bucket Service	167.75
HORIZON DISTRIBUTORS INC	56360	05/23/2025	Stock & Moorlands Park Irrigation Supplies & Turfgro	2,643.70
HOUSING CONNECTOR	56361	05/23/2025	Q1 2025 HHS Reimbursement	1,250.00
ICAP TRUST	56362	05/23/2025	ROW Agmt Deposit Refund, replaces lost Ck54279	7,500.00
KENMORE ELEMENTARY PTA	56363	05/23/2025	Q1 2025 HHS Reimbursement	1,250.00
KING COUNTY FINANCE	56364	05/23/2025	Jan-Jun 2025 SWM Fee Administration	8,145.94
KING COUNTY FINANCE	56365	05/23/2025	4/25/2025 Streets Solid Waste Dumping	145.52
KING COUNTY FINANCE	56366	05/23/2025	Mar 2025 KC Road Svcs-Signs & Sidewalk	325.13
KING COUNTY FINANCE	56367	05/23/2025	Apr 2025 KC Road Svcs-Signs/Signals/Street Maint.	12,409.97
KING COUNTY FINANCE	56368	05/23/2025	Apr 2025 KC Road Svcs-Signs/Sidewalk/Eng Consult	15,214.81
KING COUNTY SHERIFF	56369	05/23/2025	Apr 2025 Police Services	396,261.00
LIGHTHOUSE CONSULTING INC	56370	05/23/2025	Apr 2025 IT Services-Computers & Software Maint.	14,505.23
MARY MILLER STEPHENS	56371	05/23/2025	Apr 2025 Public Defense Screening @ SCORE	1,250.00
MORUP SIGNS, INC.	56372	05/23/2025	T44 61st Sidewalk Project Signs	1,768.72
NAMI EASTSIDE	56373	05/23/2025	Q1 2025 Community Mental Health Ed & Support Reimb Q1 2025 Youth Mental Health Programs	2,500.00
NORTHSHORE UTILITY DIST	56374	05/23/2025	NUD Fleet Maintenance & Fuel	6,559.81
NORTHWEST ARBORICULTURE LLC	56375	05/23/2025	Tree Trimming @ 6500 block of NE 181st St	3,454.04
OPEN DOORS FOR MULTICULTURAL FAMILIES	56376	05/23/2025	Q1 2025 HHS Reimbursement	1,250.00
O'REILLY/FIRST CALL	56377	05/23/2025	Vehicle Maintenance Supplies - Streets - Paul	50.63
PLYWOOD SUPPLY	56378	05/23/2025	Lumber for City Hall	24.69
PUGET SOUND ENERGY	56379	05/23/2025	CH & Hangar Gas; Electric: Hangar, Boathouse, Irrigation, Collectives	47,232.58
QUADIENT FINANCE USA INC	56380	05/23/2025	2/27-4/24/25 Postage Purchase	1,000.00
SCORE	56381	05/23/2025	Apr 2025 Detention Services	15,868.30
SEATTLE TIMES	56382	05/23/2025	Apr 2025 Legal Notices	2,504.15
SENTINEL OFFENDER SERVICES, LLC	56383	05/23/2025	Mar & Apr 2025 Ankle Monitoring Services	231.00
SNOHOMISH COUNTY	56384	05/23/2025	Mar & Apr 2025 Drainage Maintenance Disposal	5,790.00
STAPLES	56385	05/23/2025	City Hall, Parks & Hangar Maintenance Supplies	1,517.66
STEWART MACNICHOLS HARMELL, INC.	56386	05/23/2025	Apr 2025 Indigent Public Defense Services	5,000.00
TOASTMASTERS INTERNATIONAL	56387	05/23/2025	City Hall Deposit Refund, replaces lost Ck #53971	250.00
TOTAL LANDSCAPE CORP	56388	05/23/2025	May 2025 City Hall & Parks Landscape Svcs	5,034.59
TRUGREEN	56389	05/23/2025	Moorlands Field Lawn Service	363.83
ULINE	56390	05/23/2025	Parks Materials, Facilities Supplies	250.38
WA STATE DEPT OF LABOR & INDUSTRIES	56391	05/23/2025	Elevator Operating Certificates-CH & Hangar	284.30
WAGNER ARCHITECTS	56392	05/23/2025	Mar 2025 PWOC Facility Planning Consult.	53,534.95
WASHINGTON AUTISM ALLIANCE	56393	05/23/2025	Q1 2025 HHS Reimbursement	500.00

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Vendor Name	Payment Number	Payment Date	Description	Amount
WASHINGTON STATE DEPARTMENT OF ECOLOGY	56394	05/23/2025	NPDES Monitoring Program Fees	14,936.00
XEROX CORPORATION	56395	05/23/2025	Apr 2025 1st FI Copier Rental and B&W/Color Usage Fees	563.77
ZIPLY FIBER	56396	05/23/2025	4/28-5/27/25 City Hall Phones	649.58
SOMERSAULT WELLNESS LLC	56397	05/23/2025	11 Employee Ergonomic Evaluations	3,300.00
WA STATE DEPT OF ENTERPRISE SVCS	56398	5/23/2025	Franklin Covey All Access Pass (60)	12,761.16
MISSION SQUARE / 109964	DFT0002675-2676	05/16/2025	City of Kenmore 401a & 401a Loan	29,832.34
DRS 457	DFT0002677-2678	05/16/2025	DRS 457 Deferred Comp	831.50
MISSION SQUARE 457 / 304745	DFT0002679-2681	05/16/2025	ICMA 457 Deferred Comp	6,938.77
NAVIA HSA	DFT0002682	05/16/2025	Employee Health Savings Contribution	200.76
LINCOLN NATIONAL LIFE INSURANCE	DFT0002683-2684	05/16/2025	Life Ins/ADD & LTD	2,544.53
PERS DEPT OF RETIREMENT SYSTEMS	DFT0002685-2891	05/16/2025	Public Employees Retirement	39,926.50
NAVIA FSA	DFT0002692	05/16/2025	Employee Flexible Spending Account	1,087.67
BANNER BANK 941 DEPOSIT	DFT0002693	05/16/2025	Federal Taxes	33,576.39
PAYROLL	Electronic Deposit	05/16/2025	Direct Deposit	187,575.36
TOTAL				1,265,450.27

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Vendor Purchasing Report

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For Date Range 01/01/2025 - 05/23/2025

City of Kenmore, WA

Name	Amount
2S DESIGN BUILD LLC	143,408.50
4IMPRINT	193.89
4LEAF INC	517.50
ABS VALUATION	1,800.00
ACORN CONSULTING LLC	28,500.00
ADVANCE TESTING & SERVICE INC	2,090.00
AFLAC	131.56
AFRICANS ON THE EASTSIDE	750.00
AGORA REFRESHMENTS	1,057.02
AJ AND ASSOCIATES LLC	400.00
ALL CLIMATE HEATING AND AIR	335.27
ALLAN FRANCA VIDEOGRAPHER	350.00
ALPHAGRAPHICS	381.92
AM TEST, INC	1,320.00
AMERICALL	844.30
AMERICAN GENERAL LIFE GPO/400S	1,101.65
AMERICAN PUBLIC WORKS ASSOCIATION	2,015.00
AMERICAN TRAFFIC SOLUTIONS INC	169,936.00
ANCHOR QEA, LLC	1,294.72
ANSER ADVISORY CONSULTING, LLC	31,103.50
APWA/WA CHAPTER	1,650.00
ARMSTRONG SERVICES	49,595.85
ARTS OF KENMORE	990.00
ASSOCIATION OF WA CITIES	23,715.88
ATHINA ABRAHAM	150.00
AURORA RENTS	1,352.58
AWC EMPLOYEE BENEFIT TRUST/VIMLY	525,421.44
AZTECA SYSTEMS, LLC	46,065.54
BANNER BANK 941 DEPOSIT	341,586.39
BASTYR UNIVERSITY	50,250.00
BCN TELECOM, INC.	5,137.74
BECKWITH CONSULTING GROUP	1,800.00
BERNICE CARBAUGH	9,642.80
BIZDIVERSITY	500.00
BOTHELL KENMORE CHAMBER OF COMMERCE	6,500.00
BRIGHT SPARK EARLY LEARNING SERVICES	600.00
Bud Clary Dodge/Chevrolet	51,863.98
BUILDERS EXCHANGE OF WASHINGTON INC	94.80
BULGER SAFE & LOCK, INC.	960.05
CALPORTLAND COMPANY	530.90
CANON FINANCIAL SERVICES, INC.	1,331.60
CAPITAL ONE TRADE CREDIT/MCLENDON	89.22
CASCADE PEST CONTROL	670.00
CENTER FOR HUMAN SERVICES	25,753.00
CENTRICITY GIS, LLC	19,625.00
CHICAGO TITLE	25.10
CITY OF BELLEVUE	5,860.40
CITY OF KENT	575.00
CITY OF KIRKLAND	31,828.50
CITY OF LAKE FOREST PARK	83,861.00
CITY OF MAPLE VALLEY	1,779.02
CITY WIDE FENCE COMPANY, INC	4,374.94
CIVICPLUS LLC	10,433.67
CLEARVIEW NURSERY, INC.	738.04
CODE PUBLISHING COMPANY	3,722.42
COMCAST	10,972.14
COMCAST BUSINESS	1,205.25
COMMANDLINK	13,851.35
CONFLUENCE ENVIRONMENTAL COMPANY	10,280.27
CONSOLIDATED PRESS	5,762.60
CONVERGINT TECHNOLOGIES	1,369.79
CORINA PFEIL	60.00
COSTAR REALTY INFORMATION INC	4,738.60

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Name	Amount
CREATION ORGANICS, LLC	2,301.19
CREATIVE HOUSE BRANDING	679.00
CUSTOMINK LLC	2,613.72
D.P. NICOLI, INC.	616.78
DAILY JOURNAL OF COMMERCE	2,220.70
DAMODAR NAGANDLA	1,447.73
DAVID ORR	2,143.40
DAVID TALLENT	40.00
DEERE & COMPANY	8,115.62
DEPARTMENT OF COMMERCE	115,295.96
DEPARTMENT OF LABOR AND INDUSTRIES	27,672.95
DOMESTIC ABUSE WOMENS NETWORK	1,250.00
DRS 457	8,115.00
DTG RECYCLE	42,354.26
EBIX, INC.	177.86
ELECTRONIC BUSINESS MACHINES	788.80
ELYON MAINTENANCE, INC.	46,349.10
ENVIRONMENTAL SYSTEMS RESEARCH INST	21,309.37
ERIC LONG	130.40
ESD - LTC	11,245.58
ESD - PFML	24,463.81
ESD - UI TAX ADMINISTRATION	40.26
EVERMARK, LLC	307.70
FACET NW, INC.	55,983.59
FERGUSON WATERWORKS #3156	1,089.54
FIRE PROTECTION, INC	5,537.81
FLEMINGS HOLIDAY LIGHTING LLC	1,139.60
FLYNN BEC LP	4,204.13
FOURTEN CREATIVE	70.80
FUELCARE	3,300.32
GAYLYNN BRIEN	240.00
GCP WW HOLDCO, LLC	2,199.04
GMP CONSULTANTS LLC	10,030.65
GORDON THOMAS HONEYWELL	18,600.00
GOVERNMENT FINANCE OFFICERS ASSOC	225.00
GRAINGER	365.38
GRANICUS	7,302.76
GREAT FLOORS LLC	2,534.60
GYANCARLO GARCIA	848.97
H.D. FOWLER COMPANY	5,376.57
HDR ENGINEERING, INC	8,768.50
HEALTH MANAGEMENT ASSOCIATES INC	9,135.00
HEIDELBERG MATERIALS	1,269.06
HERRERA ENVIRONMENTAL CONSULTANTS	16,680.95
HESTON PHOTOGRAPHY	725.12
HHX, LLC	1,811.51
HILLIS CLARK MARTIN & PETERSON P.S.	6,850.92
HIMA NURSERY, INC.	6,491.38
HOLMBERG COMPANY	2,113.24
HOME DEPOT CREDIT SERVICES	2,555.60
HONEY BUCKET	838.75
HORIZON DISTRIBUTORS INC	5,214.64
HOUSING CONNECTOR	1,250.00
HRA VEBA TRUST	23,605.31
HUNTINGTON TECHNOLOGY FINANCE	23,690.22
ICAP TRUST	7,500.00
ICLEI	1,200.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	156,283.20
INTEGRA REALTY RESOURCES - SEATTLE	4,500.00
INTERNATIONAL INST OF MUNI CLERKS	235.00
IRUM YASIR BUTT	250.00
ISABELLE MAADI	490.92
IVONNE CASTRO	150.00
iWORQ SYSTEMS	2,800.00
JACOBS ENGINEERING GROUP	226,573.14
JANET SHAW	103.00
JASON RICHARD SPERLING	250.00
JET CITY PRINTING	149.87
KBA INC.	2,102.20
KELLEY PORTER	248.00
KENDALL FORD OF MARYSVILLE	52,050.68
KENMORE ELEMENTARY PTA	2,500.00
KENMORE HERITAGE SOCIETY	2,500.00

Name	Amount
KENMORE LINK LLC	7,500.00
KENMORE MIDDLE SCHOOL	2,500.00
KENMORE SENIOR CENTER	7,812.50
KEY CODE MEDIA, INC.	1,025.47
KIMLEY HORN AND ASSOCIATES, INC.	22,864.00
KING COUNTY BAR ASSOCIATION	200.00
KING COUNTY FINANCE	177,640.11
KING COUNTY FINANCE	1,692.11
KING COUNTY FINANCE	8,145.94
KING COUNTY MUNICIPAL CLERKS ASSOC	60.00
KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
KING COUNTY REGIONAL HOMELESSNESS AUTHORITY	47,666.00
KING COUNTY SHERIFF	1,614,151.00
KING COUNTY TREASURY	88,131.56
KITTRICH CORP	863.97
KPFF CONSULTING ENGINEERS	151,763.79
LAKE CITY PARTNERS ENDING HOMELESSNESS	50,000.00
LANGUAGE LINE SERVICES, INC.	9.80
LIGHTHOUSE CONSULTING INC	73,129.89
LINCOLN NATIONAL LIFE INSURANCE	12,180.00
LOUDEDGE, INC.	95.00
MARY MILLER STEPHENS	5,000.00
McGRATH HUMAN RESOURCES GROUP	4,000.00
MELANIE O'CAIN	657.00
MINAL GUHE	400.00
MINUTEMAN PRESS	20,410.20
MISSION SQUARE / 109964	296,620.81
MISSION SQUARE 457 / 304745	80,097.39
MORGAN STANLEY GLOBAL BANKING OPERATIONS	5,000.00
MORUP SIGNS, INC.	1,768.72
MSR KENMORE CREEK HOMES	7,500.00
MSR TRI AT INGLEWOOD LLC	7,500.00
NAMI EASTSIDE	3,437.50
NARWHAL MET, LLC	1,700.00
NATIONAL LIFE INSURANCE CO.	187.50
NATIONAL SCLERODERMA FOUNDATION	150.00
NAVIA FSA	11,276.70
NAVIA HSA	11,157.60
NELSON ELECTRIC, INC.	4,649.12
NIGEL HERBIG	1,458.91
NIKHIL PATNE	250.00
NORTH PACIFIC HOMES LLC	29,369.40
NORTHSHORE PARK & REC SERVICE AREA	2,720.00
NORTHSHORE SCHOOL DISTRICT	225,430.95
NORTHSHORE SCHOOLS FOUNDATION	750.00
NORTHSHORE SENIOR CENTER	1,562.50
NORTHSHORE UTILITY DIST	49,517.49
NORTHSHORE YOUTH SOCCER ASSOC.	55.00
NORTHWEST ARBORICULTURE LLC	8,895.82
NORTHWEST TROPHY	96.43
NUHSA	1,871.00
OFFICE DEPOT	1,868.40
OLBRECHTS & ASSOCIATES, PLLC	234.00
OLSON BROTHERS PRO VAC LLC	31,288.85
OLYMPIC ENVIRONMENTAL RESOURCES INC	7,378.70
OLYMPIC NURSERY INC	4,405.25
OPEN DOORS FOR MULTICULTURAL FAMILIES	1,250.00
O'REILLY/FIRST CALL	392.85
OSBORN CONSULTING INC.	41,478.05
OUTCOMES BY LEVY, LLC	9,300.00
PACE ENGINEERS, INC.	59,014.50
PACIFIC AIR CONTROL, INC.	13,978.86
PACIFIC TOPSOILS	2,194.55
PANE'N THE GLASS WINDOW CLEANING LLC	1,100.00
PARAMETRIX INC	198,411.17
PARDALIS GROUP III LLC	3,500.00
PARKROSE/McLENDONS HARDWARE	60.56
PARMA POST & POLE, INC.	1,027.06
PAWS	2,757.00
PENDLETON CONSULTING LLC	5,678.60
PERS DEPT OF RETIREMENT SYSTEMS	392,476.55
PETTY CASH CUSTODIAN	35.26
PLYWOOD SUPPLY	195.01

Name	Amount
PROCOM LLC	122.00
PSR MECHANICAL, LLC	3,599.16
PUGET SOUND CLEAN AIR AGENCY	5,845.75
PUGET SOUND EMERGENCY RADIO NETWORK OPERA	2,246.40
PUGET SOUND ENERGY	184,447.40
PUGET SOUND FINANCE OFFICERS ASSOC	80.00
PUGET SOUND PLANTS	1,787.31
PULTEGROUP	7,500.00
QUADIENT FINANCE USA INC	2,241.94
QUADIENT LEASING USA, INC.	645.77
RAKESH CHAKARI MALLAREPPA	250.00
RAMEZ DEBBAS	12,511.86
REGIONAL ANIMAL SERVICES OF KC	555.00
REGIONAL CRISIS RESPONSE AGENCY	52,033.25
REPUBLIC SERVICES #172	8,663.18
ROADWAY MANAGEMENT TECHNOLOGIES LLC	23,142.00
ROMAN YEROKHIN	6,051.20
ROOPCHAND NARKEDAMILLI	125.00
ROSS MAYER	109.66
SAGACITY MEDIA, INC.	1,200.00
SAMANTHA LOYUK	143.00
SAMUEL RODRIGUEZ	100.00
SARAH ROBERTS	13,072.47
SCHINDLER ELEVATOR CORPORATION	1,147.35
SCORE	59,565.29
SEATTLE PUMP & EQUIPMENT CO	742.19
SEATTLE TIMES	5,958.70
SELENA FITCH	885.05
SELLEN CONSTRUCTION COMPANY, INC.	8,649.60
SENTINEL OFFENDER SERVICES, LLC	609.50
SHANNON & WILSON, INC.	1,800.00
SHI INTERNATIONAL CORP.	45,460.77
SHORELINE FIRE DEPT	300.00
SHRED IT, C/O STERICYCLE, INC>	523.35
SISKUN POWER EQUIPMENT	1,798.21
SITESCAPES, INC.	2,790.00
SNOHOMISH COUNTY	12,312.00
SOFTWAREONE, INC.	663.29
SOMERSAULT WELLNESS LLC	3,300.00
SPECIALTY DOOR SERVICE, INC.	394.52
STAPLES	10,055.61
STATE AUDITOR'S OFFICE	14,535.95
STATE OF WA DEPT. OF LICENSING	1.60
STEPHANIE LUCASH	322.00
STEVE GOEWY	752.89
STEWART MACNICHOLS HARMELL, INC.	25,000.00
SUNBELT RENTALS	184.51
T MOBILE USA, INC.	7,523.27
THE LODGE AT ST. EDWARD PARK	5,081.82
THOMCO CONSTRUCTION, INC.	50,000.00
TOASTMASTERS INTERNATIONAL	250.00
TOTAL LANDSCAPE CORP	91,010.97
TOURNESOL SITEWORKS, LLC	2,589.70
Town and Country Fence Inc.	20,740.84
TRUGREEN	2,495.83
TYLER TECHNOLOGIES, INC.	(147.35)
U.S. BANK N.A. / CUSTODY	188.00
U.S. BANK PURCHASE CARDS	128,937.11
ULINE	1,878.51
UPS STORE KENMORE	364.95
URBAN ACCESSORIES, INC.	3,960.59
US POSTAL SERVICE	2,343.93
UTILITIES UNDERGROUND LOCATION CTR	825.18
V2WORKS	1,237.50
VAUGHAN, KENT	1,382.24
VECA ELECTRIC & TECHNOLOGIES, LLC	43,021.00
VERIZON WIRELESS	200.18
VINIT KELKAR	250.00
WA ASSOC OF BUILDING OFFICIALS	290.00
WA CITIES INSURANCE AUTHORITY	907,745.00
WA STATE DEPT OF ENTERPRISE SVCS	12,761.16
WA STATE DEPT OF LABOR & INDUSTRIES	398.40
WA STATE DEPT OF TRANSPORTATION	972.12

IX. B. Approve Total Check #s 56322 through 56398 totaling \$886,725.33, ...

Name	Amount
WAGNER ARCHITECTS	226,562.18
WALTER E. NELSON CO.	1,492.37
WASHINGTON ASSOCIATION OF CONSERVATION DIST	1,759.31
WASHINGTON AUDIOLOGY SERVICES, INC.	1,163.40
WASHINGTON AUTISM ALLIANCE	500.00
WASHINGTON CITY/COUNTY MGMT ASSOC	1,235.00
WASHINGTON STATE DEPARTMENT OF ECOLOGY	14,936.00
WASHINGTON STATE OFFICE CASH MGMT	195.50
WASHINGTON STATE TREASURER	3,051.76
WEST COAST PLUMBING AND HEATING, INC.	823.20
WESTERN DISPLAY FIREWORKS, LTD.	16,000.00
WESTERN ENTRANCE TECHNOLOGY, LLC	606.10
WESTLAKE HARDWARE WA-153	1,366.15
WM CORPORATE SERVICES INC.	25,102.93
WONDERLAND CHILD & FAMILY SERVICES	500.00
WOODINVILLE FARMERS MARKET	5,000.00
WSDOT/LTAP CENTER	525.00
XEROX CORPORATION	2,679.61
XYLEM LLC	5,643.91
YOU LEE KIM	150.00
ZIPLY FIBER	4,226.05
ZONAR SYSTEMS	544.56
ZUMAR	311.63

2025-05-23 Vlist

Final Audit Report

2025-06-06

Created:	2025-06-02
By:	Brenda Chamness (bchamness@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8DYpyw5EalvCQ77GcyCrLs2HdoPTwDaU

"2025-05-23 Vlist" History

-  Document created by Brenda Chamness (bchamness@kenmorewa.gov)
2025-06-02 - 9:21:48 PM GMT
-  Document emailed to Melinda Merrell (mmerrell@kenmorewa.gov) for signature
2025-06-02 - 9:22:49 PM GMT
-  Email viewed by Melinda Merrell (mmerrell@kenmorewa.gov)
2025-06-02 - 9:39:25 PM GMT
-  Document e-signed by Melinda Merrell (mmerrell@kenmorewa.gov)
Signature Date: 2025-06-02 - 9:39:34 PM GMT - Time Source: server
-  Document emailed to Stephanie Lucash (slucash@kenmorewa.gov) for signature
2025-06-02 - 9:39:36 PM GMT
-  Email viewed by Stephanie Lucash (slucash@kenmorewa.gov)
2025-06-06 - 5:15:34 AM GMT
-  Document e-signed by Stephanie Lucash (slucash@kenmorewa.gov)
Signature Date: 2025-06-06 - 5:15:46 AM GMT - Time Source: server
-  Agreement completed.
2025-06-06 - 5:15:46 AM GMT

The Association of Washington Cities (AWC)

June 16, 2025 Presentation to Kenmore City Council



About Deanna Dawson:

- Joined AWC in June 2022
- First woman CEO in AWC's 90-year history
- Dawson's background includes:
 - 10+ years as Executive Director of Sound Cities Association (SCA)
 - Served on Edmonds City Council 2001-2008
 - Past Director of Federal Affairs and Diversity Initiatives at Justice at Stake
 - Served as Executive Director of Snohomish County
 - Attorney with extensive public and private sector experience



About AWC:

- **Mission:** The Association of Washington Cities builds connections between our state's diverse cities and towns, while providing our members with the support needed to thrive through delivery of data-driven education, nationally recognized pooling programs, and nonpartisan advocacy.
- **Structure:** 501(c)(4) nonprofit corporation
- **Membership:** All 281 cities and towns in Washington are members; membership is voluntary
- Celebrated 90 years of service in 2023

Four separate, but related corporations



Association of Washington Cities (AWC)

- 501(c)(4)
- Organized and operated to promote social and community welfare through the collection and dissemination of information relating to municipal affairs

AWC Employee Benefit Trust (Trust)

- 501(c)(9)
- Voluntary employees' beneficiary association (VEBA)
- Eight Trustees (two trustees from AWC Board)
- Employee Benefits Advisory Committee



AWC Risk Management Service Agency (RMSA)

- RCW 49.62
- Governmental risk pool authorized by RCW and formed by interlocal agreement
- Seven Directors
- Operating Committee



AWC Center for Quality Communities (CQC)

- 501(c)(3)
- Formed to promote municipal leadership development and civic engagement
- AWC Executive Committee serves as Board



Kenmore is a member of several AWC pooling programs:

- **AWC Retro Pool**
 - AWC provides city with services to keep workers safe and claims management if workers injured on the job. And by being a member of the Retro pool, the city can earn a refund on their premiums paid to L&I
- **AWC Drug and Alcohol Consortium**
 - AWC helps the city stay in compliance with federal drug and alcohol regulations including training and testing
- **AWC Health Care Trust**
 - The city staff get health care coverage through the Trust, and city gets benefit of excellent plan options, support from AWC staff, and significant cost savings.



Kenmore was honored as a 2025 WellCity



- The WellCity program allows cities enrolled in the AWC Trust to receive a 2% discount on medical premiums
- Empowers members to implement wellness programs based on best practices
- Provides framework to establish healthy workplace cultures
- Cities have found that this 2% savings can save the city the equivalent of a 1% property tax increase

Other AWC services include-

- **AWC JobNet**
 - Connects individuals seeking a career in public service with public sector employment opportunities.
- **AWC Salary and Benefits Survey**
 - Comprehensive survey of salaries and benefits provided to employees in Washington's cities and counties, to assist cities in determining wages and benefits for their staff.
- **AWC Tax and User Fee Survey:**
 - Data-gathering undertaken every two to four years; focusing primarily on municipal taxes and fees, planning and development fees, and utility rates.

AWC is your best resource for data and publications about Washington cities-

- [Mayor & Councilmember Handbook](#)
- [New! State of the Cities report: Evolving public safety & criminal justice services](#)
- [City conditions surveys](#)
- [The state of transportation in cities](#)
- [Mayor & Councilmember Handbook](#)
- [State of the Cities: Housing report](#)
- [Home rule in Washington](#)
- [Equity Resource Guide: Tools and case studies](#)
- [Homelessness and housing toolkit for cities](#)
- [AWC Data Story Portal](#)
- [And more!](#)

2025 City Legislative Priorities

Cities and towns are home to 65% of Washington's residents, drive the state's economy, and provide the most accessible form of government. The success of our cities and towns depends on adequate resources and community-based decision-making to best meet the unique needs of our communities.

Washington's 281 cities and towns ask the Legislature to partner with us and act on the following priorities:



Fiscal sustainability

Revise the arbitrary 1% property tax cap that has been in place for more than 20 years. Adopt a new cap tied to inflation and population growth factors, with a limit not to exceed 3%. This will allow local elected officials the option to adjust the local property tax rate to better serve our communities and keep up with the costs of providing basic services like police, fire, streets, and valued community amenities like parks.



Behavioral health treatment capacity

Expand funding for grants to establish and support ongoing funding for local behavioral health crisis co-responder programs. Support additional training and certification, and workforce development for co-responders. Seek increased investments in community behavioral health treatment funding – both capital start-up and operational expenses. Support continued expansion of continuum of treatment capacity, from crisis stabilization to inpatient to outpatient and continued expansion of forensic behavioral health treatment capacity. Provide additional mental health support for students.



Housing supply

Dedicate current funding and explore new funding options, such as the real estate transfer tax, to address needs across the housing continuum, including home ownership, senior, workforce, affordable, and permanent supportive housing. Ensure that funding availability extends to all communities with needs, including small and medium-sized cities and towns in both eastern and western Washington.



Public safety

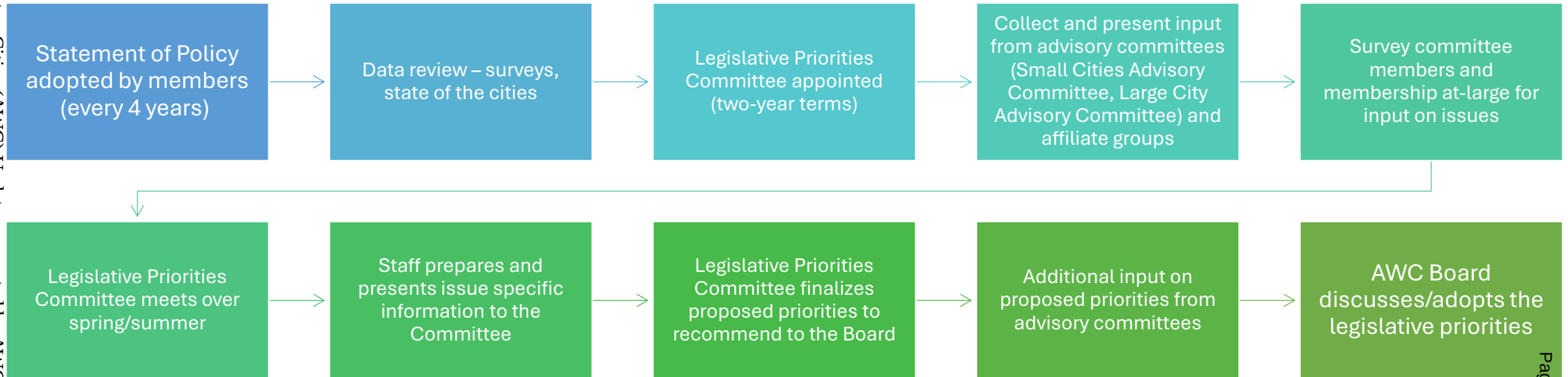
Provide more resources and tools to cities and towns to address public safety and criminal justice challenges. Help cities hire new officers by covering 100% of the cost of attending the Basic Law Enforcement Academy (BLEA), and continue to expand existing—and create new—regional BLEA academies. Increase support for public safety and the overall criminal justice system with additional funding for the Municipal Criminal Justice Assistance Account, as well as enhanced local funding tools like the public safety sales tax. Increase programs to reduce gun violence, juvenile crime, and provide more juvenile behavioral health treatment and correctional capacity. Continue to support our officers and other first responders with wellness and injury prevention programs.



Infrastructure investment

Protect and expand direct and meaningful investments in traditional local infrastructure for needed expansion and ongoing operations and maintenance of aging systems, including expanded and reliable funding for the crucial Public Works Assistance Account. Support sustainable state transportation revenue that includes funding for local preservation, maintenance, and operations. Develop new fiscal tools to build infrastructure to support housing development and growth, including increased funding for the Connecting Housing and Infrastructure Program (CHIP). Expand cities' ability and flexibility to use the real estate excise tax (REET) for additional capital needs, including maintenance as well as to support affordable housing.

AWC's Legislative Agenda Process



Ways to stay connected to AWC

- Join an AWC Committee, or one of the statewide boards and committees to which AWC appoints
- Stay up to date with CityVoice emails, Legislative bulletin, CityVision magazine, and other communications – and follow us on social media!
- Join our online education and training sessions
- Check out all the resources on our website
- Attend in person events like Mayors Exchanges, Small City Connectors, City Action Days, and the Annual Conference



Join us at the 2025 AWC Annual Conference!



- June 24-27, 2025 in Kennewick
- Educational sessions designed to help you meet the needs of your community on public safety, land use, budgeting, AI, community engagement, and more
- Keynote presentations on balancing tech innovations and making human connections, and an economic forecast for Washington cities
- Ability to connect with peers from around the state and learn best practices
- Participate in AWC Annual Meeting
- Earn 10 credits toward your CML



AWC Certificate of Municipal Leadership (CML) Program

- Elected officials who take 30 hours of training can earn their Certificate of Municipal Leadership (CML)
- Courses in five categories including:
 - Legal requirements, roles and responsibilities, and ethics
 - Budgeting and financial management
 - Infrastructure, transportation, and land use
 - Building safe, healthy, and thriving communities
 - Effective local leadership
- Kudos to Councilmember Loutsis for earning his CML in 2024!



Enhance your collaborative leadership skills!

Washington Collaborative Elected Leaders Institute

After a successful inaugural cohort in 2024, we are excited to announce another opportunity to participate in the Washington Collaborative Elected Leaders Institute (WA-CELI). This immersive leadership training program is designed to equip city elected officials with collaborative leadership skills to govern across differences, improve civic engagement, build trust, and address the complex challenges facing Washington's cities and towns.

Save these dates:

- July 25-26 | UW Spokane
- August 22-23 | UW Tacoma
- September 12-13 | WSU Tri-Cities
- June 23-26, 2026 | Spokane

*Additional online sessions will be scheduled with dates to be mutually determined.



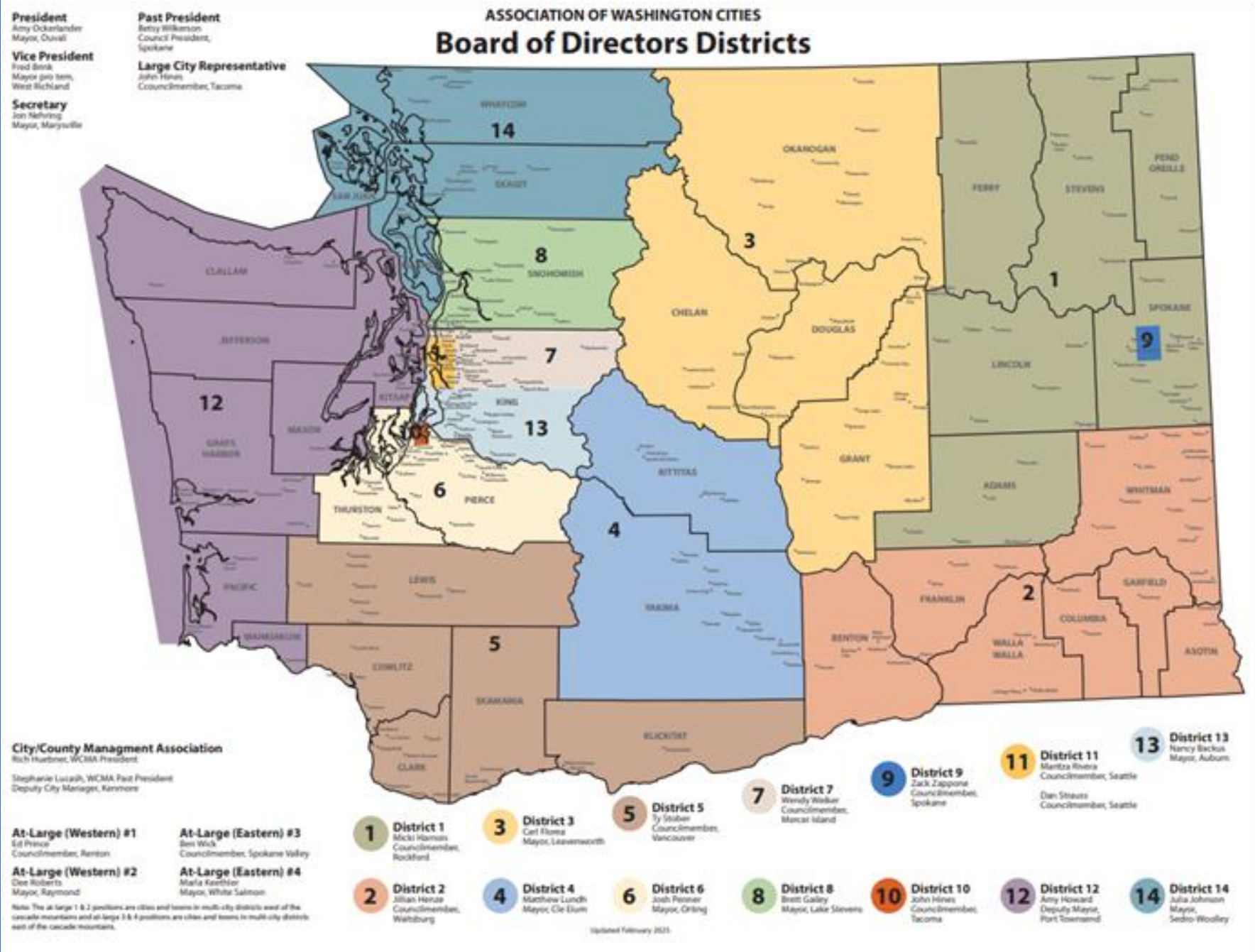
For more information, contact AWC CEO Deanna Dawson at deannad@awcnet.org



Mark your Calendar for Elected Officials Essentials: December 6, 2025

- A must for all newly elected officials, and recommended for all elected officials
- Training including:
 - Open government training – public meetings, public records, and records retention
 - Robert's Rules
 - Ethics
 - Understanding the separation and distribution of local government powers
 - An introduction to municipal budgeting and finance
- Thank you to Kenmore for hosting one of our nine 2023 sites





AWC board of directors

25 members:

- 4 officers (President, Vice President, Secretary, Past President)
- 15 district directors from 14 districts (Seattle has 2 directors)
- 2 at-large eastern
- 2 at-large western
- 2 WCMA (President and Past President)

Officers



President
Amy Ockerlander
Mayor, Duvall



Vice President
Fred Brink
Mayor Pro Tem, West Richland



Secretary
Jon Nehring
Mayor, Marysville



Past President
Betsy Wilkerson
Council President, Spokane



Large City Representative & District 10
John Hines
Councilmember, Tacoma

Directors



District 1
Micki Harnois
Councilmember, Rockford



District 2
Jillian Henze
Councilmember, Waitsburg



District 3
Carl Florea
Mayor, Leavenworth



District 4
Matthew Lundh
Mayor, Cle Elum



District 5
Ty Stober
Councilmember, Vancouver



District 6
Josh Penner
Mayor, Orting



District 7
Wendy Weiker
Councilmember, Mercer Island



District 8
Brett Gailey
Mayor, Lake Stevens



District 9
Zack Zappone
Councilmember, Spokane



District 11
Dan Strauss, Councilmember, Seattle



District 11
Maritza Rivera
Councilmember, Seattle



District 12
Amy Howard
Deputy Mayor, Port Townsend



District 13
Nancy Backus
Mayor, Auburn



District 14
Julia Johnson
Mayor, Sedro-Woolley



At-Large #1 (Western >5,000 population)
Ed Prince
Councilmember, Renton



At-Large #2 (Western <5,000 population)
Dee Roberts
Mayor, Raymond



At-Large #3 (Eastern >5,000 population)
Ben Wick
Councilmember, Spokane Valley



At-Large #4 (Eastern <5,000 population)
Marla Keethler
Mayor, White Salmon

Washington City/County Management Association (WCMA)



Rich Huebner
WCMA President



Stephanie Lucash
Deputy City Manager, Kenmore
WCMA Past President



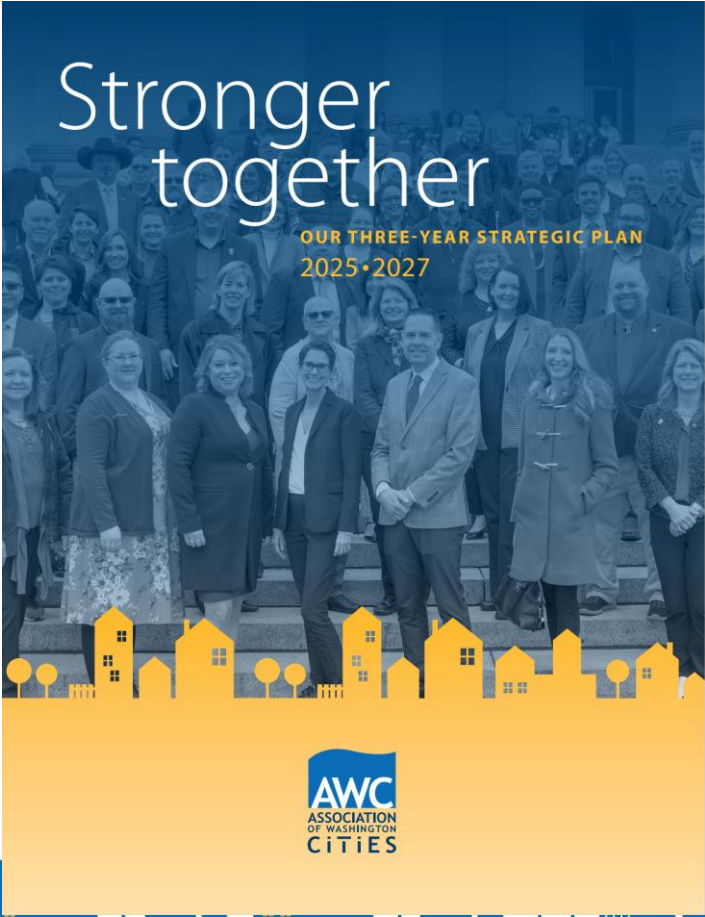
Deanna Dawson
AWC CEO

A photograph of four people standing outdoors in front of a building with horizontal siding and a tree. From left to right: a woman with blonde hair wearing a light blue jacket over a blue shirt; a woman with dark hair wearing a tan jacket; a bald man with a beard wearing a brown blazer over a dark sweater and a light blue shirt; and a man with grey hair and a beard wearing a blue sweater and a blue and white plaid scarf. The text 'Thank you to Stephanie Lucash for your service on the AWC Board!' is overlaid in white on the left side of the image.

Thank you to Stephanie Lucash for your service on the AWC Board!

Stephanie serves on the AWC Board as Past President of WCMA

2025-2027 Strategic Plan



Final Board Adopted Goals:

- **ADVOCATE:** Build strong cities and a great state through impactful, nonpartisan advocacy.
- **COMMUNICATE:** Tell our cities' stories to promote increased understanding of and support for city issues.
- **INFORM:** Collect and share information to ensure that city officials can make well-informed, data-driven decisions.
- **EDUCATE:** Provide professional development and training to ensure that Washington's city officials are knowledgeable and prepared to lead effectively.
- **SERVE:** Deliver high-quality, trusted, cost-effective benefit programs and other services to Washington cities and towns.
- **ENGAGE:** Build meaningful connections with and between our 281 cities and towns and the officials who serve in them in order to foster a culture of knowledge sharing and innovation, and build unity in support of our common goals.





How can AWC best serve Kenmore?

Questions?

AWC CEO Deanna Dawson,
deannad@awcnet.org



City Council Agenda Bill
City of Kenmore, WA



Meeting Date: 6/16/2025

Subject/Topic:	Proposed Council Action/Motion:
1ST Quarter 2025 Financial Report Presentation Department: Finance & Administration Prepared by: Melinda Merrell, Finance Director Julie Yinger, Accountant Attachments: 1ST Quarter 2025 Financial Reports	☐ Information Only ☒ Receive and File ☐ Discuss ☐ Provide Direction ☐ Public Hearing ☐ Adopt/Approve ☐ Authorize ☐ Other: Receive & File: 1ST Quarter 2025 Financial Reports for the City of Kenmore

Approvals:

Department Head MM, 6/6/25 City Attorney NA Finance Director MM, 6/6/25 City Manager SLL 6/6/25 Optional N/A

Summary/Background:

The 1ST Quarter 2025 Financial Reports are presented for Council review. It provides a look into the first three (3) months of the biennium through March 31, 2025. This report provides the opportunity for the City Council and the community to receive information on the City of Kenmore's biennium to date revenues and expenditures in comparison to the City's 2025-2026 adopted biennial budget. The budget was adopted on November 25, 2024.

Previous Council Action(s):

Fiscal Consideration:

The end of March 31, 2025, is the third (3rd) month of the 2025-2026 biennium budget period with 12.5% of the biennium budget elapsed.

General Fund:

As of the 1st Quarter of 2025, the biennium to date expenditures exceeded revenues by \$198,924. Revenues were \$3.5 million while expenditures were \$3.7 million. Revenues (10%) and expenditures (9.8%) for the biennium both came in below target. Revenues are running low for the quarter due to property taxes received in April. Expenses are running low for the biennium mainly due to the receipt of February and March police contract invoices in April.

Other highlights for the quarter:

Development fees and permits ended the quarter ahead of the biennial target by 8.7%, bringing in \$587,205 or 21.2% in revenue over the projected 12.5%.

With current interest rates, our investment interest is ahead of target, coming in at \$99,581 for Q1, 2025. This is 22.1% of the biennium budget amount of \$450,000.

General Fund ending fund balance as of March 31, 2025, was \$7.1 million.

City Council Priorities or Budget Objective Being Addressed:

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

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

City of Kenmore

Memorandum



Date: June 16, 2025

To: Stephanie Lucash, Interim City Manager

From: Melinda Merrell, Finance Director

Regarding: 1st Quarter 2025 Financial Reports for the City of Kenmore

1st Quarter 2025 financial information is presented for your review and delivery to the City Council. Attached you will find the following reports:

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

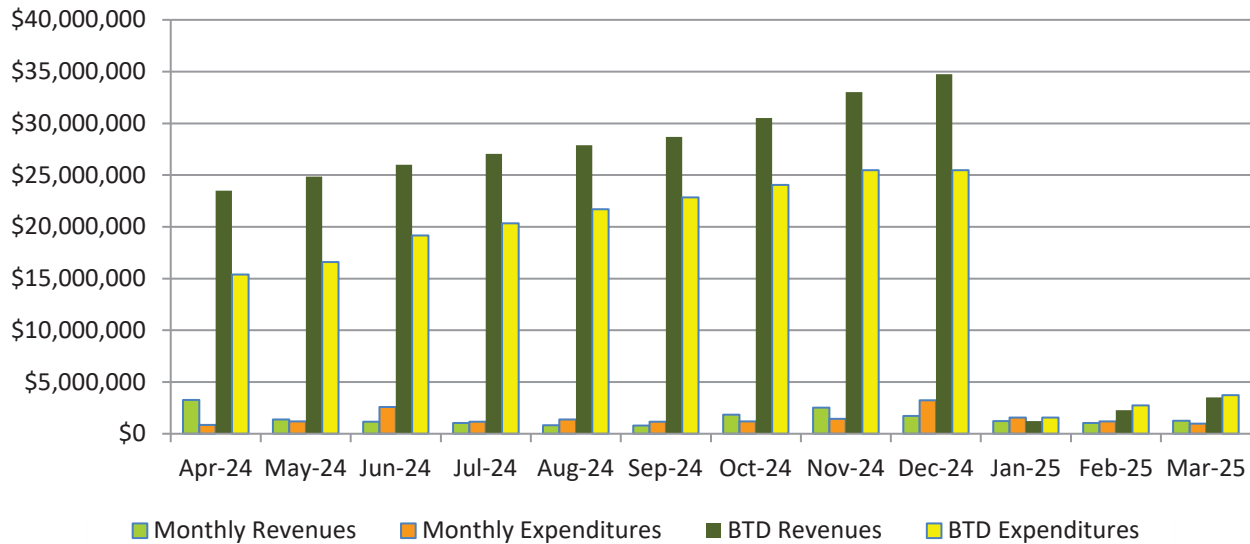
If you would like additional information or have any questions regarding the financial reports, please feel free to contact me.

GENERAL FUND

The first section of the quarterly financial report is a review of the General Fund. This fund accounts for operational activities and includes all financial resources except those required or elected to be accounted for in another fund. Revenues include various taxes, per capita distributions from the State, fines and forfeitures, permits and licenses, and fees for service. In the context of the biennial budget, the 1st quarter is the first three months of the 2025-2026 biennial budget period.

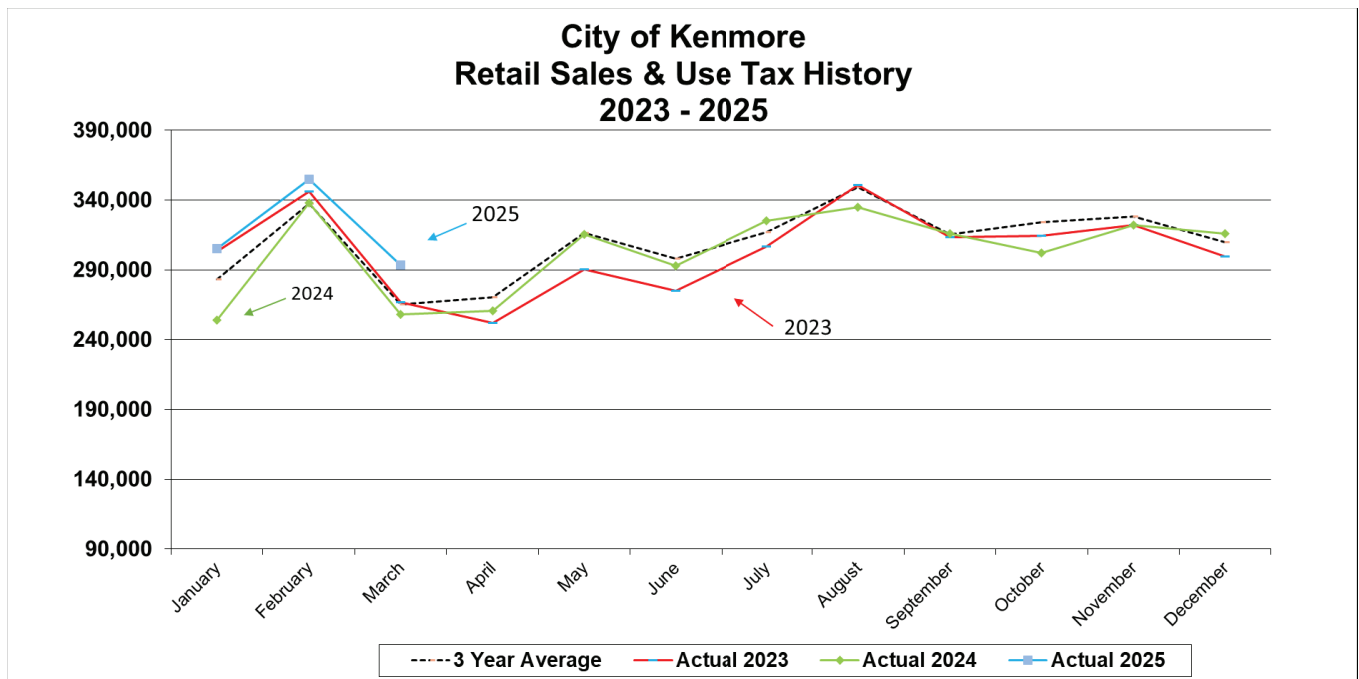
For the quarter ending March 31, 2025, expenditures exceed revenues in the General Fund by \$198,924. The main reason for this is that the bulk of our property tax revenue is received in April and October each year. Development Fees & Permits revenues are up as we have already received \$283K in building permits through March.

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

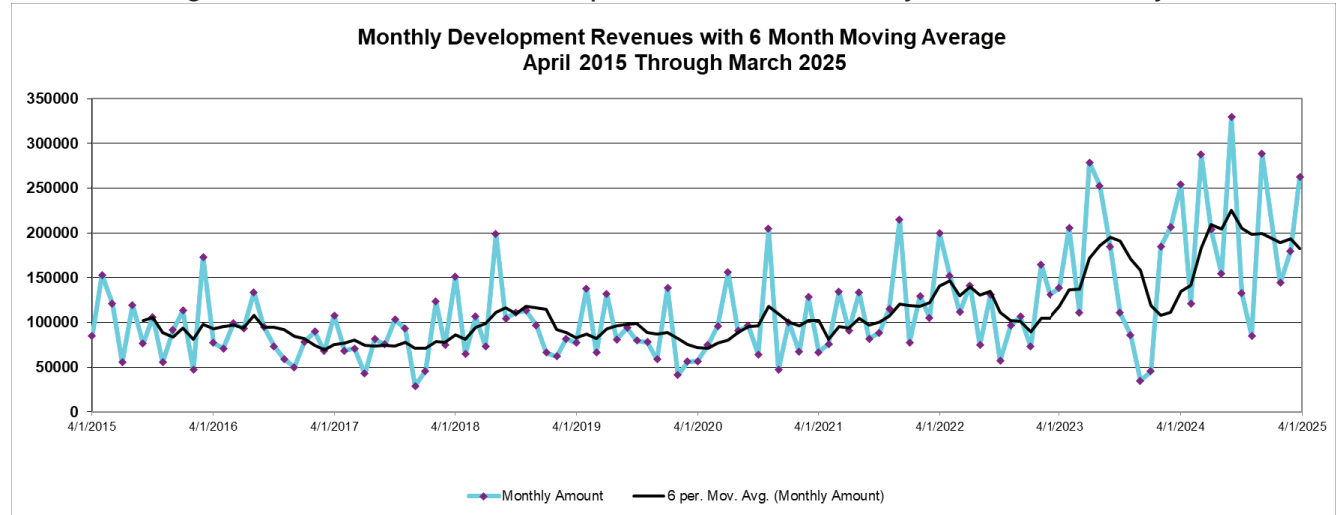


Total **revenues** for Q1, 2025 were **\$3,524,993**, which is 10% of the budgeted revenues of \$35,075,364. Primary sources of revenue for the quarter included \$954,237 in sales and use taxes, \$777,289 in utility taxes, and \$587,205 in development fees & permits.

A summary of sales tax revenues received in **March** is attached. These receipts are based on **January** sales activity. The chart below gives a historical perspective of monthly sales tax receipts over the last few years. The black dotted 3-year-average line is a monthly average of actual receipts during 2023, 2024, and 2025. The blue line represents 2025 actual receipts by month, which in March are \$50,891 above 2024 and above the 3-year-average by \$21,609.



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



For the quarter ended March 31, 2025, expenditures were \$3,723,917 which is 9.8% of the biennial budget of \$38,164,176.

Finance & Administration is running higher than budgeted as the annual WCIA Premiums of \$680,771 were paid in the 1st quarter. Without this annual expense, the Finance expenses would be at 10% of budget. City Council costs are higher than expected due to payment of Sound Cities and AWC annual dues (\$40K total) paid in the first quarter. Legal expenses are lower than expected as some costs have been recorded in the Transportation Capital Fund. Public Safety is lower than expected as February and March invoices were received in April. Special Projects costs are minimal as only staff costs have been incurred through March.

City cash, \$37,825,283, and investments, \$10,474,684, at the end of March 31, 2025, totaled \$48,299,967.

OTHER FUNDS

In the **Street Fund**, expenses slightly exceed revenue as of March 31, 2025. This will likely continue throughout the biennium as we anticipated using approximately \$400,000 of fund balance over the course of the two years.

In the 1st quarter, the **Transportation Capital Fund** had expenditures in the amount of \$375,207 on pedestrian safety projects & street maintenance. The fund received \$352,215 in grant reimbursements during the quarter.

The **Real Estate Excise Tax Fund** received \$400,000 of real estate excise taxes (REET) in the 1st quarter 2025.

The **Park Impact Fee Fund** received \$167,317 in revenues during the quarter.

In the 1st quarter, there was \$343,458 in revenue for the **Transportation Impact Fee Fund**.

The **Public Works Operations Center (PWOC) Fund** had \$162,833 in expenses for the first quarter. The Fund also earned over \$123K in investment interest. Expenses will pick up late in 2025 and then throughout 2026.

The **KAPE Fund** received \$288,968 in photo enforcement infraction revenue during the quarter which was offset by \$100,491 in expenses.

The **Transportation Benefit District Fund** received \$158,461 in vehicle license fees during the quarter.

SUMMARY

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

This concludes the financial report for the City of Kenmore as of the **1st quarter 2025**. I appreciate your feedback and encourage you to contact me if you have any questions prior to the City Council meeting.

City of Kenmore
General Fund Summary Report
March 31, 2025

	CURRENT PERIOD 2025-2026				PREVIOUS PERIOD 2023-2024				AMENDED BIENNIUM BUDGET 2023-2024
	1st Quarter 2025	BIENNIUM TO DATE 2025-2026	% of BUDGET	BIENNIUM BUDGET 2025-2026	1st Quarter 2023	1st Quarter 2024	BIENNIUM TO DATE 2023-2024	% of BUDGET	
REVENUES									
Beginning Fund Balance		10,164,323		10,164,323			3,533,762		3,533,762
Property Taxes	317,016	317,016	2.5%	12,498,431	314,577	297,654	11,535,470	100.4%	11,493,841
Sales and Use Taxes	954,237	954,237	12.8%	7,450,866	916,214	892,519	7,319,235	101.2%	7,231,794
Utility Taxes	777,289	777,289	15.6%	4,973,585	468,055	710,736	4,476,848	101.7%	4,400,745
Other Taxes	61,974	61,974	14.5%	426,270	31,095	46,486	397,996	98.0%	406,161
Development Fees & Permits	587,205	587,205	21.2%	2,765,396	360,853	436,638	4,057,187	161.4%	2,513,543
Franchise Fees	280,771	280,771	15.0%	1,870,590	251,037	307,012	1,754,134	97.1%	1,807,003
Intergovernmental and Grants	413,554	413,554	13.7%	3,007,995	368,477	120,504	3,057,567	100.0%	3,058,853
Investment Interest	99,581	99,581	22.1%	450,000	28,886	69,378	691,924	230.6%	300,000
Transfers and Other Revenues	33,364	33,364	2.0%	1,632,231	14,651	24,875	3,154,046	179.7%	1,755,318
Total Revenues	3,524,993	3,524,993	10.0%	35,075,364	2,753,843	2,905,803	36,444,406	110.5%	32,967,258

**City of Kenmore
General Fund Summary Report
March 31, 2025**

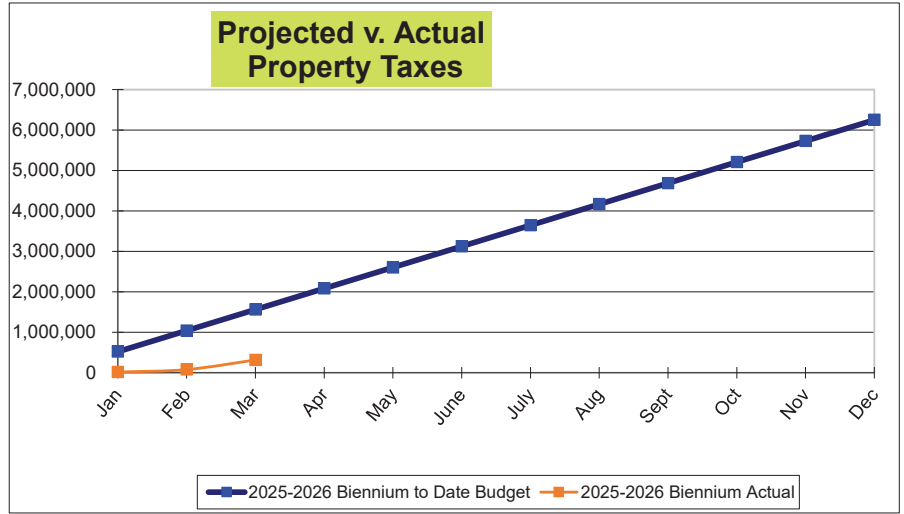
XI. A. First Quarter 2025 Financial Report presented by Finance & Administration

CURRENT PERIOD 2025-2026					PREVIOUS PERIOD 2023-2024					AMENDED BIENNIUM BUDGET 2023-2024
1st Quarter 2025		BIENNIUM TO DATE 2025-2026		% of BUDGET	BIENNIUM BUDGET 2025-2026		BIENNIUM TO DATE 2023-2024		% of BUDGET	
							4th Quarter 2024			
EXPENDITURES										
Post Center	79,292	79,292		18.5%	427,493	73,410	71,999	436,524	107.8%	405,013
City Council	374,319	374,319		11.8%	3,159,453	435,641	458,832	3,853,857	105.8%	3,640,924
City Manager	169,752	169,752		16.7%	1,015,892	173,937	150,935	1,034,080	105.7%	978,750
City Clerk	929,158	929,158		22.6%	4,110,164	614,178	847,105	2,955,953	94.1%	3,141,637
Finance	13,804	13,804		8.0%	172,000	47,411	18,251	219,959	43.1%	510,304
Human Resources	48,535	48,535		5.4%	900,000	37,307	108,788	925,980	132.3%	700,000
Legal	0	0		0.0%	890,000	0	0	2,031,527	98.8%	2,057,093
Interfund Transfers/Non Department	660,707	660,707		6.0%	11,007,281	38,897	75,506	5,927,639	59.5%	9,956,950
Public Safety *	36,772	36,772		1.8%	2,026,064	0	130,797	365,024	0.0%	0
Special Projects	142,082	142,082		11.1%	1,279,178	188,243	223,604	1,914,198	109.7%	1,745,035
Engineering	73,521	73,521		11.7%	627,909	0	47,081	509,093	0.0%	572,820
Environmental Services	101,350	101,350		7.3%	1,381,354	0	133,978	835,167	0.0%	550,700
Housing & Human Services	205,897	205,897		12.7%	1,619,205	222,832	178,878	1,610,804	79.0%	2,038,723
Community Development	376,875	376,875		9.8%	3,828,620	390,292	469,780	3,294,762	97.7%	3,371,076
Developmental Services	71,106	71,106		6.3%	1,120,444	0	0	0	0.0%	0
Events, Volunteers, Recreation	263,200	263,200		13.4%	1,963,153	370,226	533,382	3,899,277	104.9%	3,717,276
Public Works Facility Maintenance	177,547	177,547		6.7%	2,635,966	0	0	0	0.0%	0
Public Works Parks Maintenance	3,723,917	3,723,917		9.8%	38,164,176	2,592,374	3,448,915	29,813,845	89.3%	33,386,301
Total Expenditures										
Expenditures (over) under Revenues	(198,924)	(198,924)	(3,088,812)			161,470	(543,112)	6,630,561		40,416
Ending Fund Balance			9,965,398		7,075,511			10,164,323		3,114,719

* The use of ARPA funds in 2023 to cover our police costs in the amount of \$4.6 million

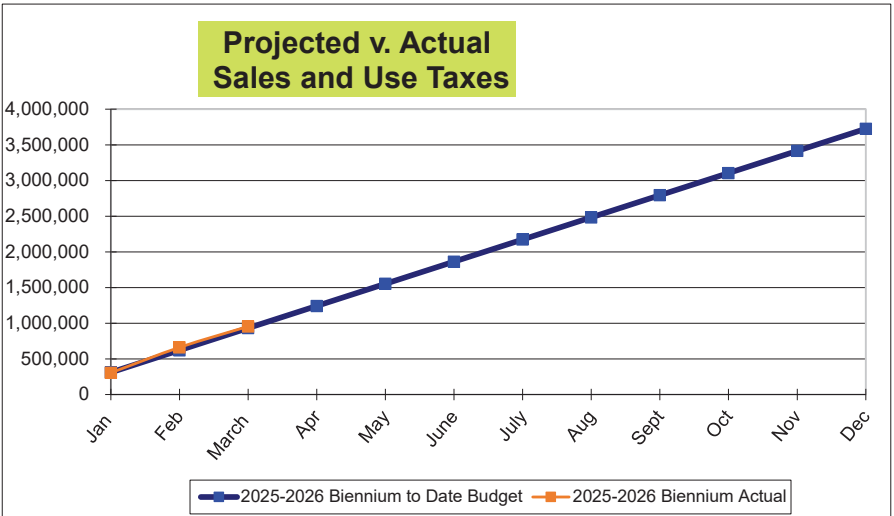
PROPERTY TAXES

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	520,768	16,330
Feb	1,041,536	77,989
Mar	1,562,304	317,016
Apr	2,083,072	
May	2,603,840	
June	3,124,608	
July	3,645,376	
Aug	4,166,144	
Sept	4,686,912	
Oct	5,207,680	
Nov	5,728,448	
Dec	6,249,216	
2025-26	6,249,216	317,016
Year To Date		
Actual v. Projected		20%



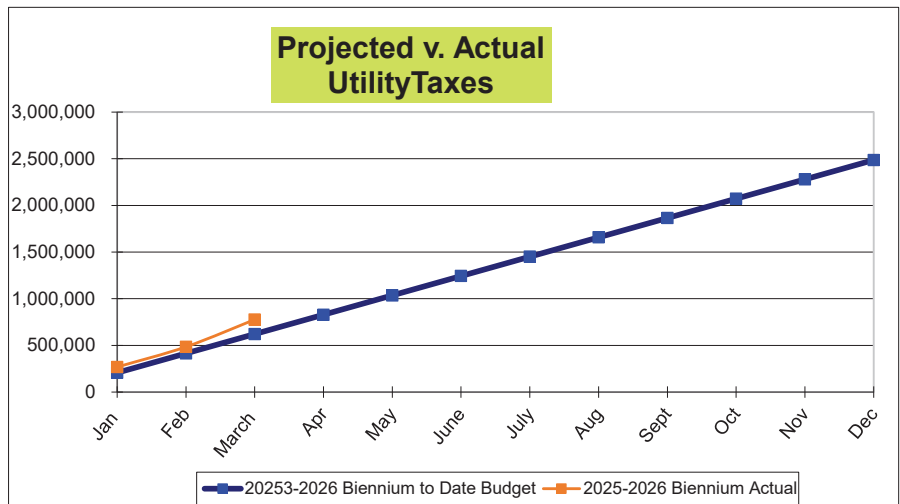
SALES & USE TAXES

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	310,453	305,044
Feb	620,906	660,937
March	931,358	954,237
Apr	1,241,811	
May	1,552,264	
June	1,862,717	
July	2,173,169	
Aug	2,483,622	
Sept	2,794,075	
Oct	3,104,528	
Nov	3,414,980	
Dec	3,725,433	
2025-26	3,725,433	954,237
Year To Date		
Actual v. Projected		102%



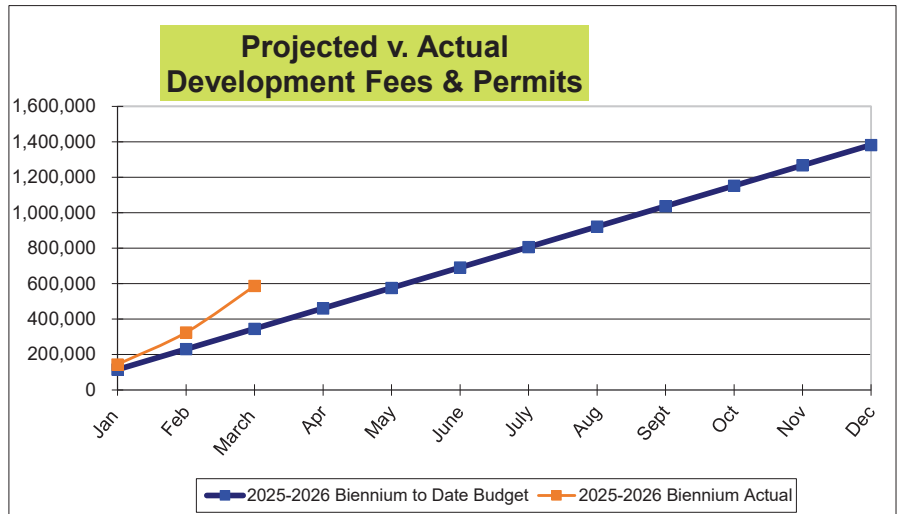
UTILITY TAXES

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	207,233	268,545
Feb	414,465	484,584
March	621,698	777,289
Apr	828,931	
May	1,036,164	
June	1,243,396	
July	1,450,629	
Aug	1,657,862	
Sept	1,865,094	
Oct	2,072,327	
Nov	2,279,560	
Dec	2,486,793	
2025-26	2,486,793	777,289
Year To Date		
Actual v. Projected		125%



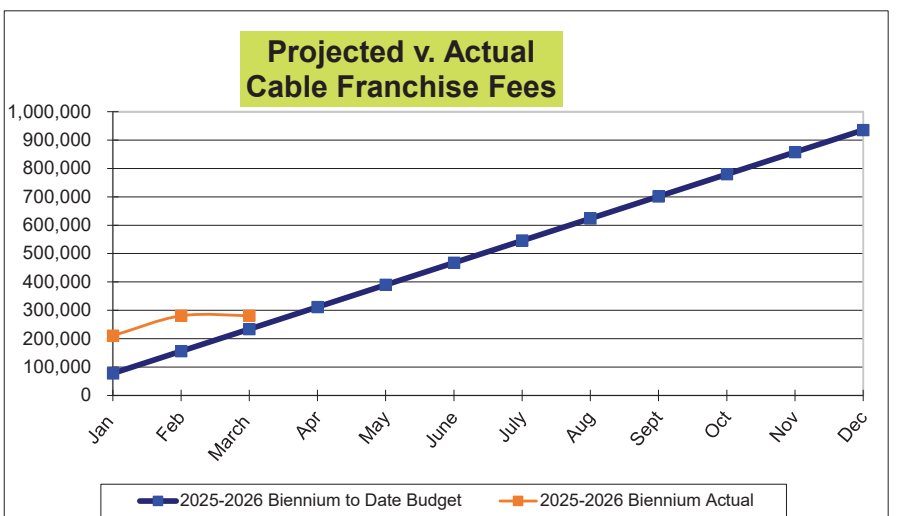
DEVELOPMENT FEES & PERMITS

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	115,225	144,447
Feb	230,450	324,497
March	345,675	587,205
Apr	460,899	
May	576,124	
June	691,349	
July	806,574	
Aug	921,799	
Sept	1,037,024	
Oct	1,152,248	
Nov	1,267,473	
Dec	1,382,698	
2025-26	1,382,698	587,205
Year To Date		
Actual v. Projected		170%



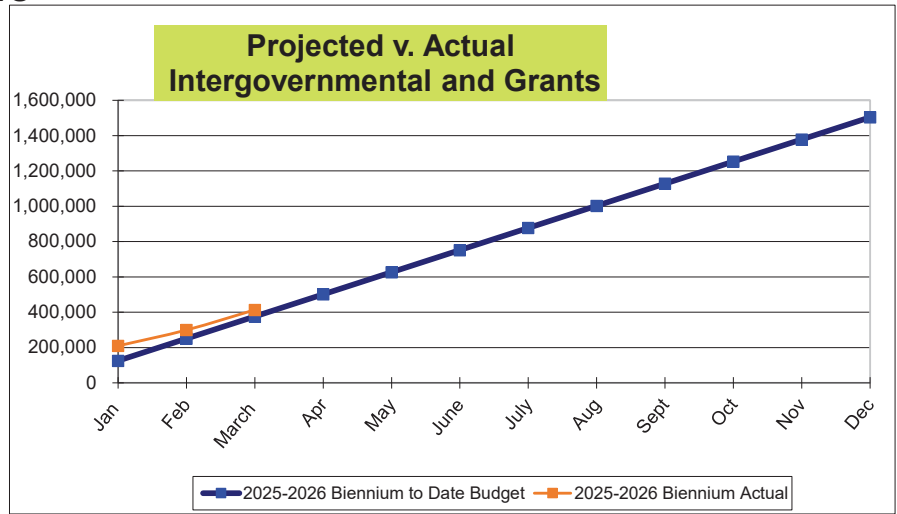
CABLE/WATER/SEWER FRANCHISE FEES

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	77,941	210,591
Feb	155,883	280,771
March	233,824	280,771
Apr	311,765	
May	389,706	
June	467,648	
July	545,589	
Aug	623,530	
Sept	701,471	
Oct	779,413	
Nov	857,354	
Dec	935,295	
2025-26	935,295	280,771
Year To Date		
Actual v. Projected		120%



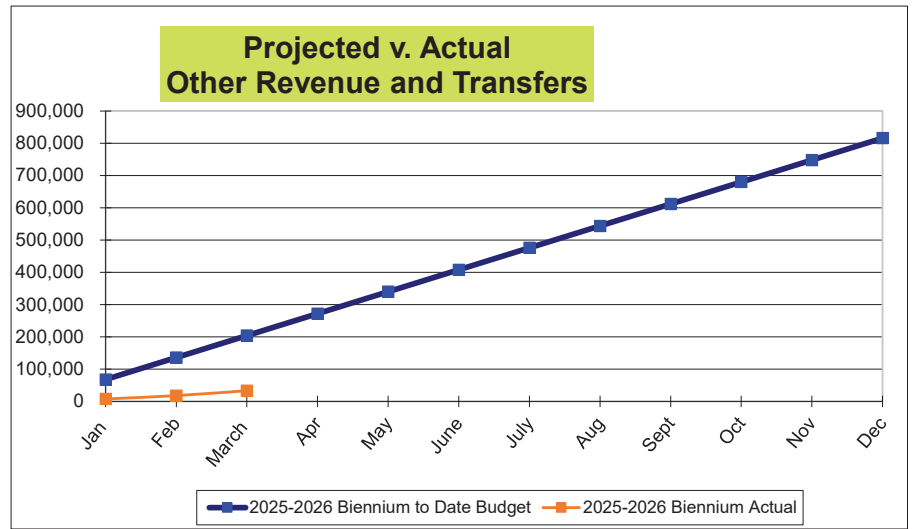
INTERGOVERNMENTAL & GRANTS

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	125,333	209,496
Feb	250,666	299,306
March	375,999	413,554
Apr	501,333	
May	626,666	
June	751,999	
July	877,332	
Aug	1,002,665	
Sept	1,127,998	
Oct	1,253,331	
Nov	1,378,664	
Dec	1,503,998	
2025-26	1,503,998	413,554
Year To Date		
Actual v. Projected		110%



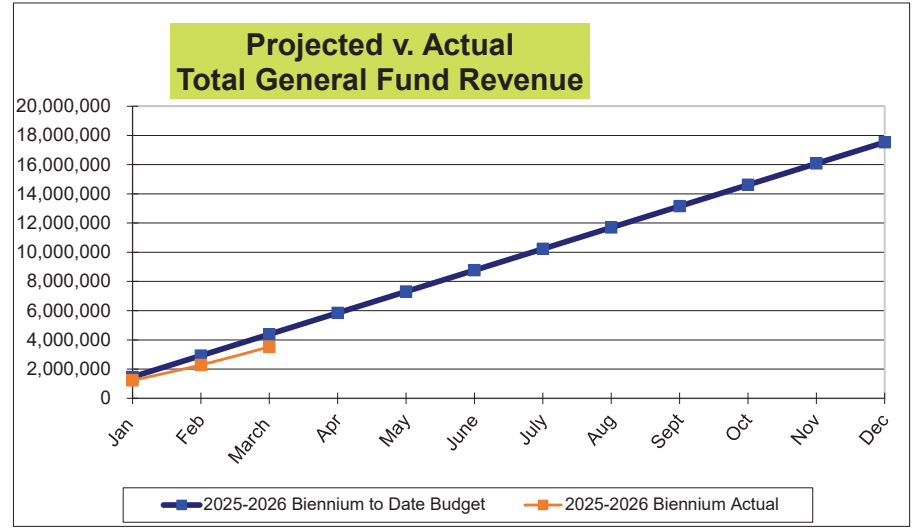
OTHER REVENUES AND TRANSFERS

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	68,010	7,603
Feb	136,019	18,006
March	204,029	33,364
Apr	272,039	
May	340,048	
June	408,058	
July	476,067	
Aug	544,077	
Sept	612,087	
Oct	680,096	
Nov	748,106	
Dec	816,116	
2025-26	816,116	33,364
Year To Date		
Actual v. Projected		16%



TOTAL GENERAL FUND REVENUE

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	1,461,474	1,228,579
Feb	2,922,947	2,279,878
March	4,384,421	3,524,993
Apr	5,845,894	
May	7,307,368	
June	8,768,841	
July	10,230,315	
Aug	11,691,788	
Sept	13,153,262	
Oct	14,614,735	
Nov	16,076,209	
Dec	17,537,682	
2025-26	17,537,682	3,524,993
Year To Date		
Actual v. Projected		80%

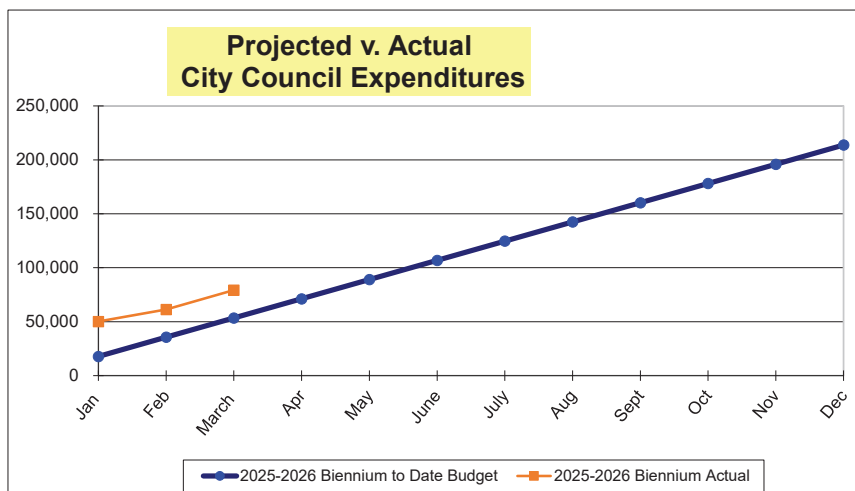


City of Kenmore
General Fund Expenditure Graphs
March 31, 2025

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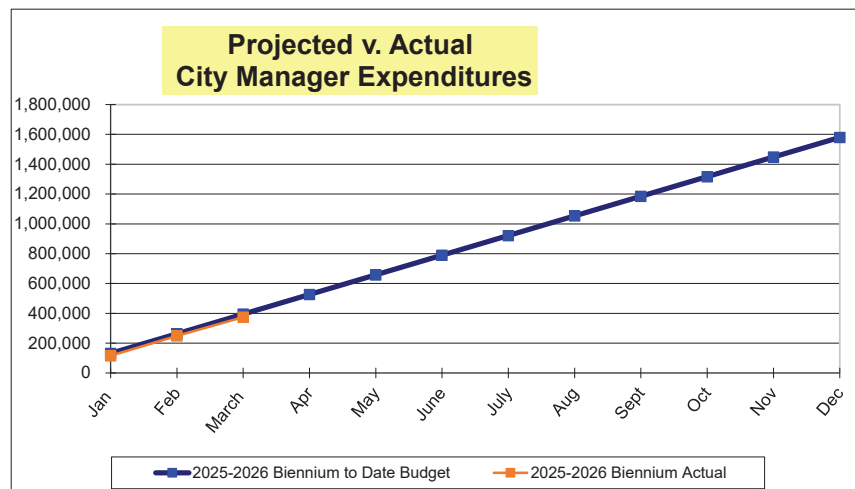
CITY COUNCIL

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	17,812	50,204
Feb	35,624	61,271
March	53,437	79,292
Apr	71,249	
May	89,061	
June	106,873	
July	124,685	
Aug	142,498	
Sept	160,310	
Oct	178,122	
Nov	195,934	
Dec	213,747	
2025-26	213,747	79,292
Year To Date		
Actual v. Projected		148%



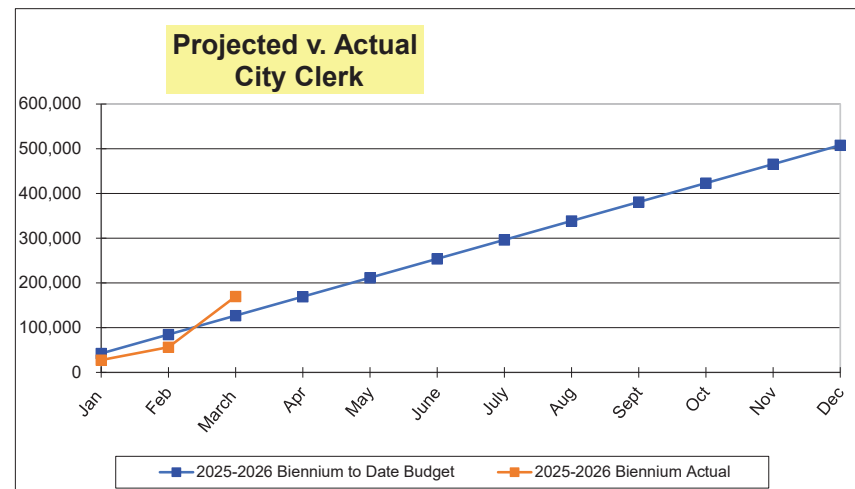
CITY MANAGER

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	131,644	115,551
Feb	263,288	248,702
March	394,932	374,319
Apr	526,576	
May	658,219	
June	789,863	
July	921,507	
Aug	1,053,151	
Sept	1,184,795	
Oct	1,316,439	
Nov	1,448,083	
Dec	1,579,727	
2025-26	1,579,727	374,319
Year To Date		
Actual v. Projected		95%



CITY CLERK

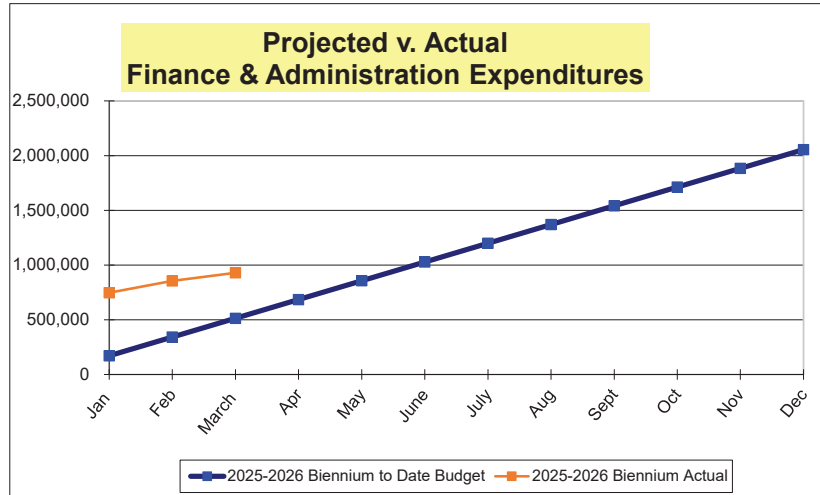
	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	42,329	27,583
Feb	84,658	56,114
March	126,987	169,752
Apr	169,315	
May	211,644	
June	253,973	
July	296,302	
Aug	338,631	
Sept	380,960	
Oct	423,288	
Nov	465,617	
Dec	507,946	
2025-26	507,946	169,752
Year To Date		
Actual v. Projected		134%



City of Kenmore
General Fund Expenditure Graphs
March 31, 2025

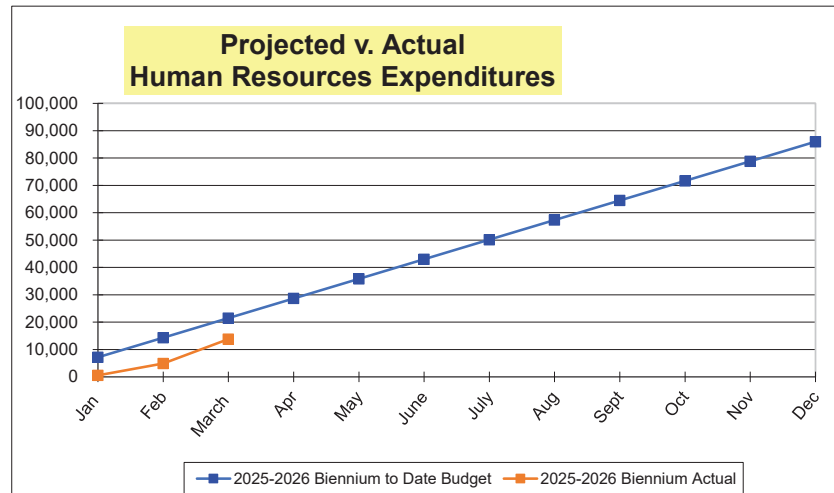
FINANCE & ADMINISTRATION

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	171,257	747,251
Feb	342,514	854,333
March	513,771	929,158
Apr	685,027	
May	856,284	
June	1,027,541	
July	1,198,798	
Aug	1,370,055	
Sept	1,541,312	
Oct	1,712,568	
Nov	1,883,825	
Dec	2,055,082	
2025-26	2,055,082	929,158
Year To Date		
Actual v. Projected		181%



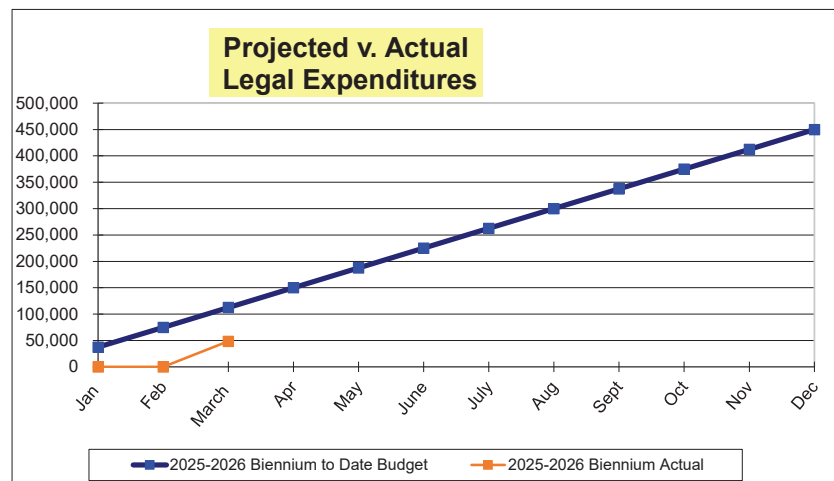
HUMAN RESOURCES

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	7,167	559
Feb	14,333	4,929
March	21,500	13,804
Apr	28,667	
May	35,833	
June	43,000	
July	50,167	
Aug	57,333	
Sept	64,500	
Oct	71,667	
Nov	78,833	
Dec	86,000	
2025-26	86,000	13,804
Year To Date		
Actual v. Projected		64%



LEGAL

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	37,500	0
Feb	75,000	0
March	112,500	48,535
Apr	150,000	
May	187,500	
June	225,000	
July	262,500	
Aug	300,000	
Sept	337,500	
Oct	375,000	
Nov	412,500	
Dec	450,000	
2025-26	450,000	48,535
Year To Date		
Actual v. Projected		43%

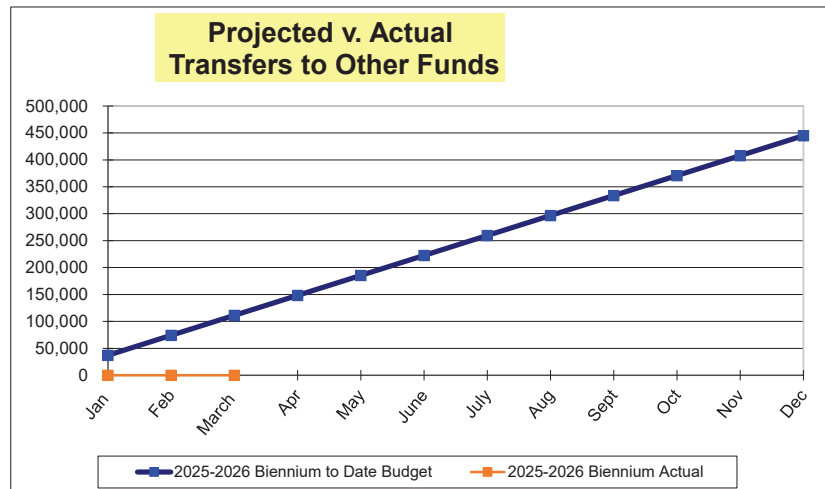


City of Kenmore
General Fund Expenditure Graphs
March 31, 2025

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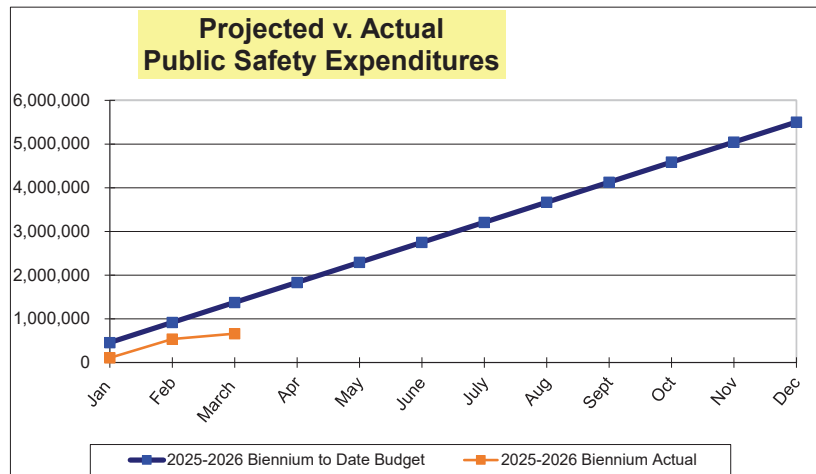
TRANSFERS TO OTHER FUNDS

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	37,083	0
Feb	74,167	0
March	111,250	0
Apr	148,333	
May	185,417	
June	222,500	
July	259,583	
Aug	296,667	
Sept	333,750	
Oct	370,833	
Nov	407,917	
Dec	445,000	
2025-26	445,000	0
Year To Date		
Actual v. Projected		0%



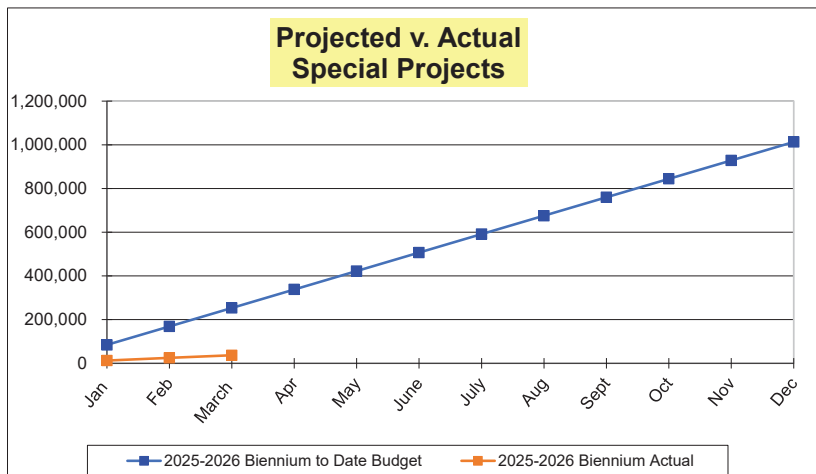
PUBLIC SAFETY

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	458,637	107,175
Feb	917,273	539,008
March	1,375,910	660,707
Apr	1,834,547	
May	2,293,184	
June	2,751,820	
July	3,210,457	
Aug	3,669,094	
Sept	4,127,730	
Oct	4,586,367	
Nov	5,045,004	
Dec	5,503,641	
2025-26	5,503,641	660,707
Year To Date		
Actual v. Projected		48%



SPECIAL PROJECTS

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	84,419	12,473
Feb	168,839	24,622
March	253,258	36,772
Apr	337,677	
May	422,097	
June	506,516	
July	590,935	
Aug	675,355	
Sept	759,774	
Oct	844,193	
Nov	928,613	
Dec	1,013,032	
2025-26	1,013,032	36,772
Year To Date		
Actual v. Projected		15%

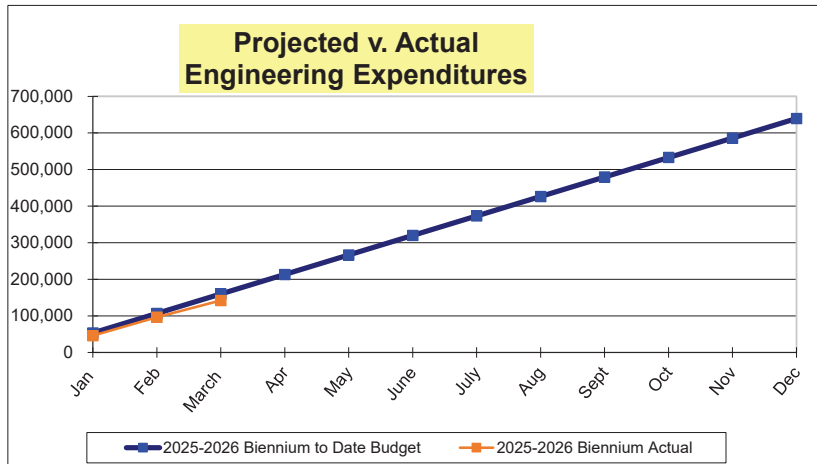


City of Kenmore
General Fund Expenditure Graphs
March 31, 2025

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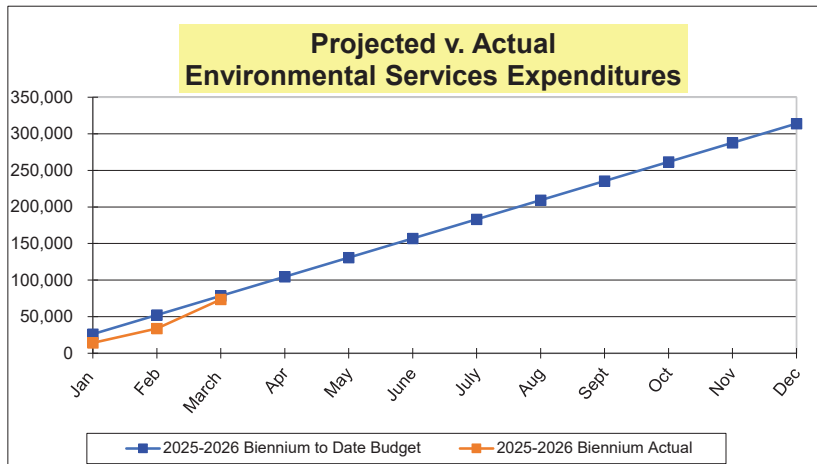
ENGINEERING

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	53,299	45,914
Feb	106,598	96,150
March	159,897	142,082
Apr	213,196	
May	266,495	
June	319,795	
July	373,094	
Aug	426,393	
Sept	479,692	
Oct	532,991	
Nov	586,290	
Dec	639,589	
2025-26	639,589	142,082
Year To Date		
Actual v. Projected		89%



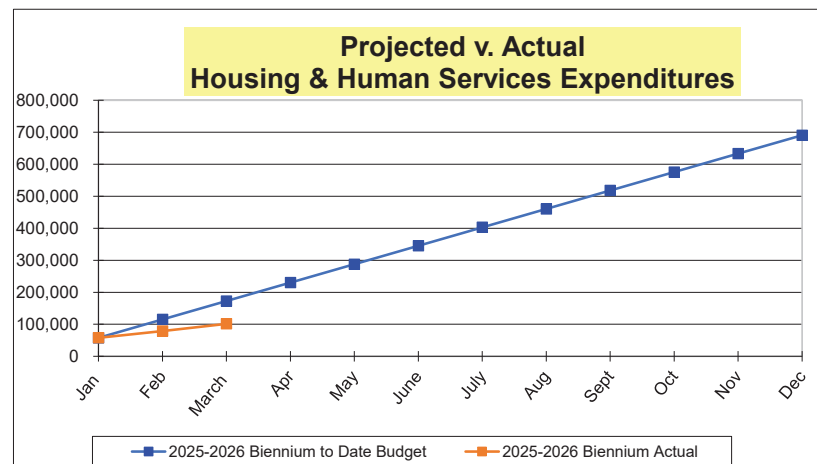
Environmental Services

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	26,163	14,161
Feb	52,326	33,816
March	78,489	73,521
Apr	104,652	
May	130,814	
June	156,977	
July	183,140	
Aug	209,303	
Sept	235,466	
Oct	261,629	
Nov	287,792	
Dec	313,955	
2025-26	313,955	73,521
Year To Date		
Actual v. Projected		94%



Housing & Human Services

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	57,556	57,752
Feb	115,113	78,934
March	172,669	101,350
Apr	230,226	
May	287,782	
June	345,339	
July	402,895	
Aug	460,451	
Sept	518,008	
Oct	575,564	
Nov	633,121	
Dec	690,677	
2025-26	690,677	101,350
Year To Date		
Actual v. Projected		59%

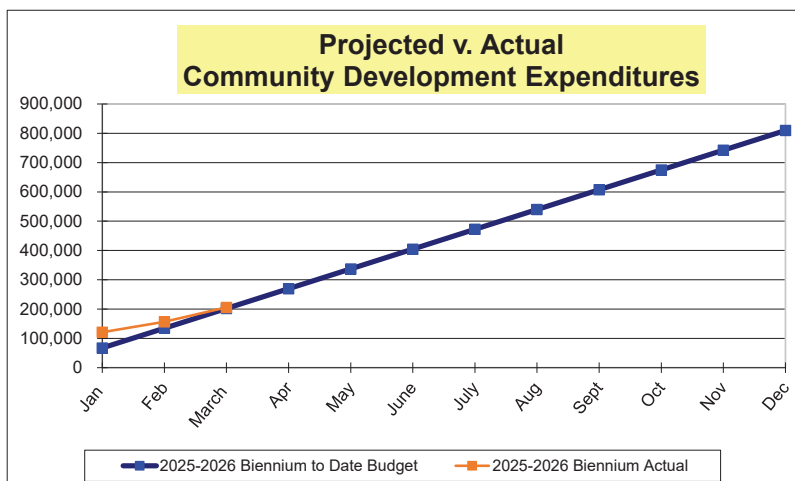


City of Kenmore
General Fund Expenditure Graphs
March 31, 2025

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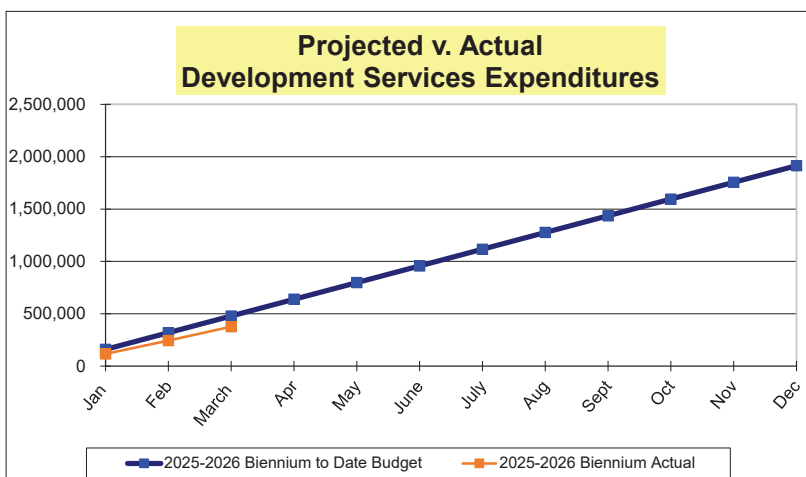
COMMUNITY DEVELOPMENT

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	67,467	121,010
Feb	134,934	156,788
March	202,401	205,897
Apr	269,868	
May	337,334	
June	404,801	
July	472,268	
Aug	539,735	
Sept	607,202	
Oct	674,669	
Nov	742,136	
Dec	809,603	
2025-26 Year To Date	809,603	205,897
Actual v. Projected		102%



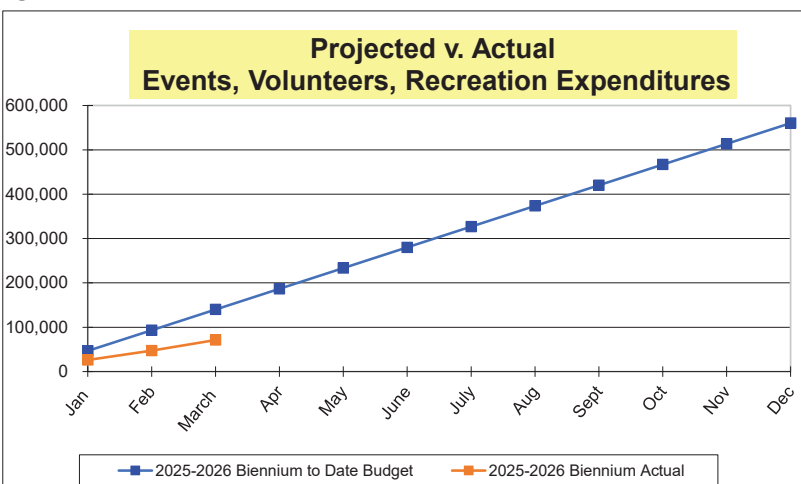
DEVELOPMENT SERVICES

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	159,526	116,740
Feb	319,052	242,730
March	478,578	376,875
Apr	638,103	
May	797,629	
June	957,155	
July	1,116,681	
Aug	1,276,207	
Sept	1,435,733	
Oct	1,595,258	
Nov	1,754,784	
Dec	1,914,310	
2025-26 Year To Date	1,914,310	376,875
Actual v. Projected		79%



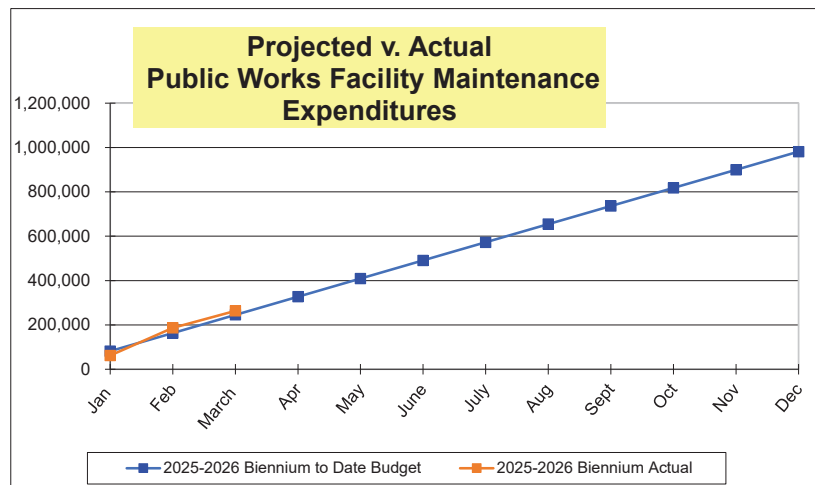
EVENTS, VOLUNTEERS, RECREATION

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	46,685	26,117
Feb	93,370	47,296
March	140,056	71,106
Apr	186,741	
May	233,426	
June	280,111	
July	326,796	
Aug	373,481	
Sept	420,167	
Oct	466,852	
Nov	513,537	
Dec	560,222	
2025-26 Year To Date	560,222	71,106
Actual v. Projected		51%



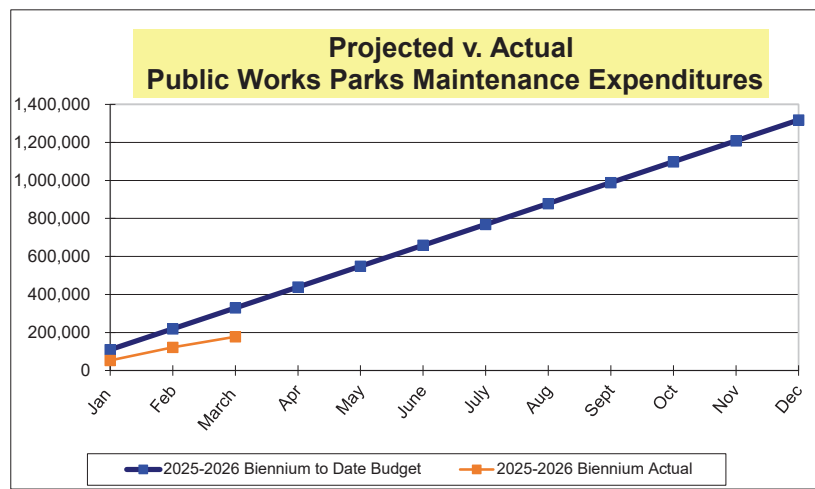
PUBLIC WORKS FACILITY MAINTENANCE

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	81,798	62,088
Feb	163,596	186,348
March	245,394	263,200
Apr	327,192	
May	408,990	
June	490,788	
July	572,586	
Aug	654,384	
Sept	736,182	
Oct	817,980	
Nov	899,778	
Dec	981,577	
2025-26	981,577	263,200
Year To Date		
Actual v. Projected		107%



PUBLIC WORKS PARKS MAINTENANCE

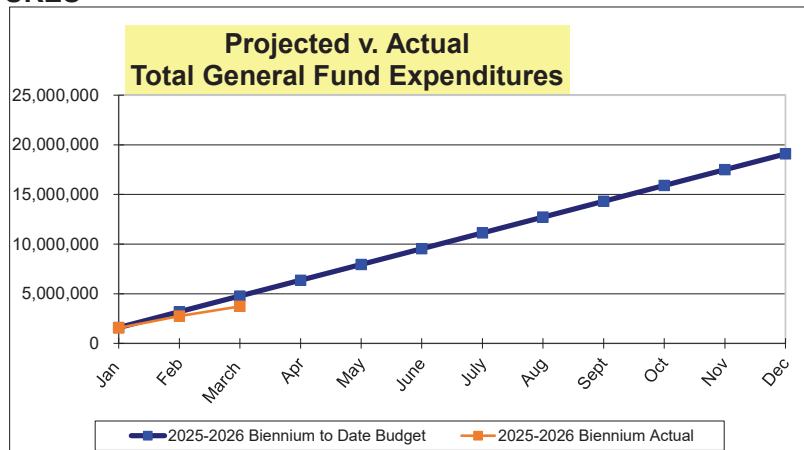
	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	109,832	53,048
Feb	219,664	122,183
March	329,496	177,547
Apr	439,328	
May	549,160	
June	658,992	
July	768,823	
Aug	878,655	
Sept	988,487	
Oct	1,098,319	
Nov	1,208,151	
Dec	1,317,983	
2025-26	1,317,983	177,547
Year To Date		
Actual v. Projected		54%



City of Kenmore
General Fund Expenditure Graphs
March 31, 2025

TOTAL GENERAL FUND EXPENDITURES

	2025-2026 Biennium to Date Budget	2025-2026 Biennium Actual
Jan	1,590,174	1,557,627
Feb	3,180,348	2,753,225
March	4,770,522	3,723,917
Apr	6,360,696	
May	7,950,870	
June	9,541,044	
July	11,131,218	
Aug	12,721,392	
Sept	14,311,566	
Oct	15,901,740	
Nov	17,491,914	
Dec	19,082,088	
2025-26	19,082,088	3,723,917
Year To Date		
Actual v. Projected		78%

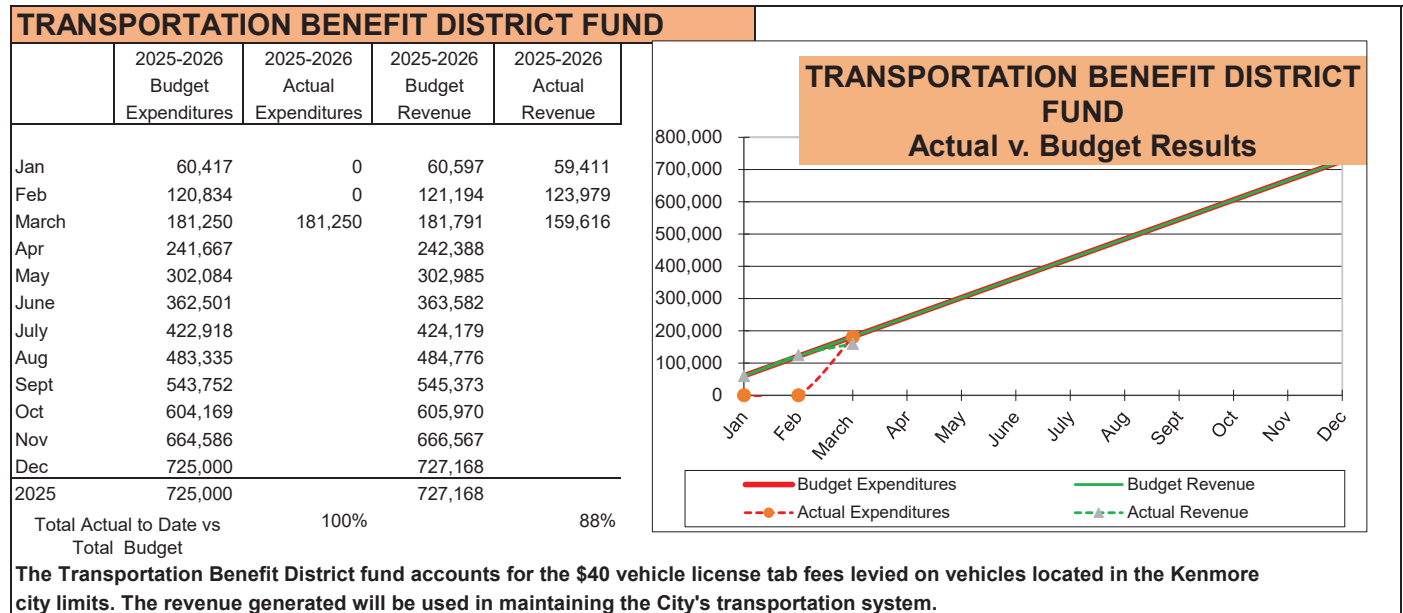


City of Kenmore
Street Fund Summary Report
March 31, 2025

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CURRENT PERIOD 2025 - 2026				
	1st Quarter	BIENNIUM TO	% of	BUDGET
	<u>2025</u>	<u>DATE</u> <u>2025-2026</u>	<u>BUDGET</u>	<u>2025-2026</u>
REVENUES				
Beginning Fund Balance		2,384,161		2,384,161
Fuel Tax	80,329	80,329	10.6%	756,200
Investment Interest	19,248	19,248	20.3%	95,000
ROW Permit Fees/Inspections	70,625	70,625	28.4%	248,508
Multimodal Transportation	7,707	7,707	11.8%	65,233
Insurance Recovery	878	878	0.0%	0
MVA Transportation City/Plat Street Signs	6,744	6,744	11.6%	58,290
Transfer from TBD	181,250	181,250	12.5%	1,450,000
Total Revenues	366,781	366,781	13.7%	2,673,231

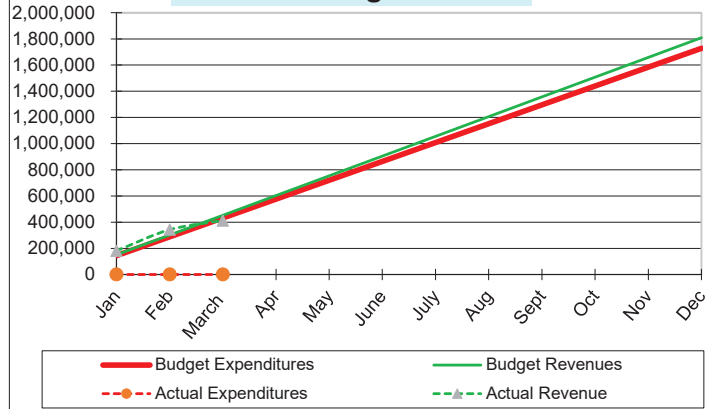
CURRENT PERIOD 2025 - 2026				
	1st Quarter	BIENNIUM TO	% of	BUDGET
	<u>2025</u>	<u>DATE</u> <u>2025-2026</u>	<u>BUDGET</u>	<u>2025-2026</u>
EXPENDITURES				
Salary and Benefits	107,288	107,288	10.2%	1,052,699
Maintenance & Operations	329,360	329,360	16.3%	2,026,025
Total Expenditures	436,649	436,649	14.2%	3,078,724
Revenue over (under) Expenditures	(69,867)	(69,867)		(405,493)
Ending Fund Balance		2,314,294		1,978,668



REAL ESTATE EXCISE TAX FUND

	2025-2026 Budget Expenditures	2025-2026 Actual Expenditures	2025-2026 Budget Revenue	2025-2026 Actual Revenue
Jan	143,999	0	150,750	181,173
Feb	287,998	0	301,500	342,522
March	431,997	0	452,250	411,937
Apr	575,996		603,000	
May	719,995		753,750	
June	863,994		904,500	
July	1,007,993		1,055,250	
Aug	1,151,992		1,206,000	
Sept	1,295,991		1,356,750	
Oct	1,439,990		1,507,500	
Nov	1,583,989		1,658,250	
Dec	1,727,988		1,809,000	
2025	1,727,988		1,809,000	
Total Actual to Date vs Total Budget		0%		91%

REET Actual v. Budget Results

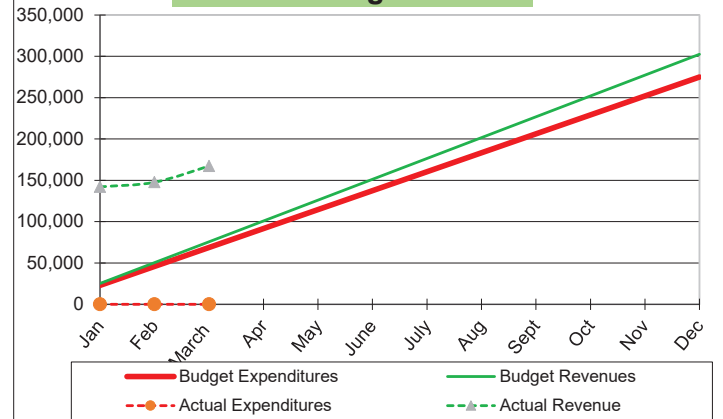


The Real Estate Excise Tax Fund accounts for the 1/2% real estate excise taxes levied by the City which are restricted to capital projects and improvements. Expenditures include transfers to the Park Capital Fund for park improvements and Transportation Capital Fund for transportation improvements.

PARK IMPACT FEE FUND

	2025-2026 Budget Expenditures	2025-2026 Actual Expenditures	2025-2026 Budget Revenue	2025-2026 Actual Revenue
Jan	22,917	0	25,208	142,087
Feb	45,834	0	50,416	147,665
March	68,750	0	75,625	167,317
Apr	91,667		100,833	
May	114,584		126,041	
June	137,500		151,250	
July	160,417		176,458	
Aug	183,334		201,666	
Sept	206,250		226,875	
Oct	229,167		252,083	
Nov	252,084		277,291	
Dec	275,000		302,500	
2025	275,000		302,500	
Total Actual to Date vs Total Budget		0%		221%

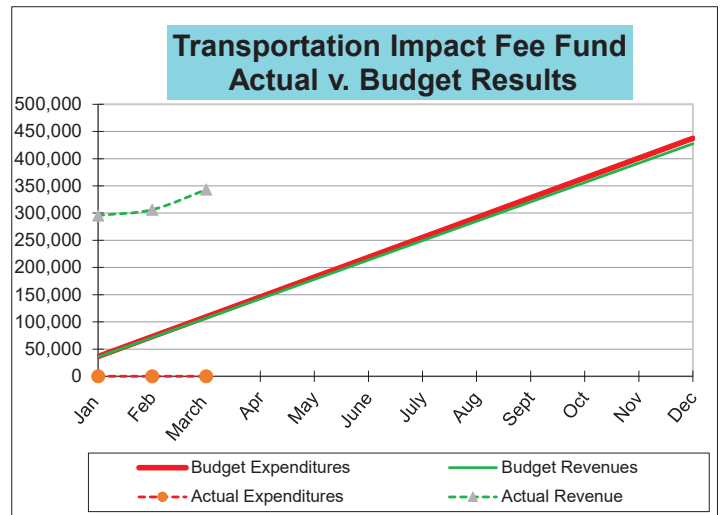
Park Impact Fee Fund Actual v. Budget Results



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

TRANSPORTATION IMPACT FEE FUND

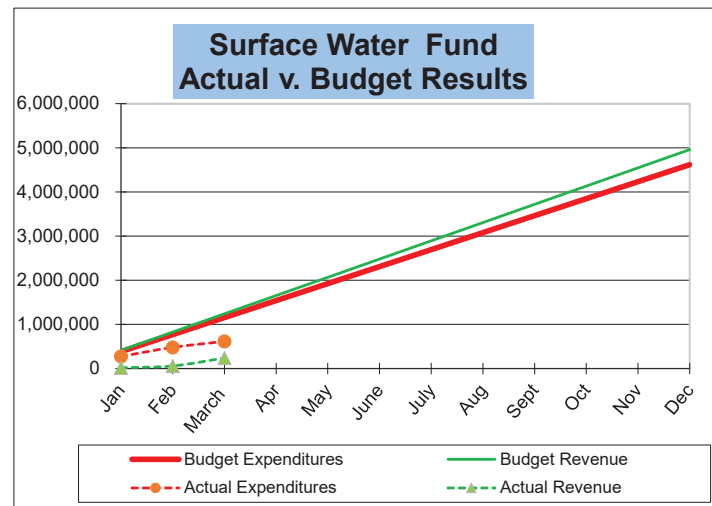
	2025-2026 Budget Expenditures	2025-2026 Actual Expenditures	2025-2026 Budget Revenue	2025-2026 Actual Revenue
Jan	36,458	0	35,625	295,737
Feb	72,916	0	71,250	306,195
March	109,375	0	106,875	343,458
Apr	145,833		142,500	
May	182,291		178,125	
June	218,750		213,750	
July	255,208		249,375	
Aug	291,666		285,000	
Sept	328,125		320,625	
Oct	364,583		356,250	
Nov	401,041		391,875	
Dec	437,500		427,500	
2025	437,500		427,500	
Total Actual to Date vs Total Budget		0%		321%



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

SURFACE WATER MANAGEMENT FUND

	2025-2026 Budget Expenditures	2025-2026 Actual Expenditures	2025-2026 Budget Revenue	2025-2026 Actual Revenue
Jan	384,807	275,323	413,268	19,050
Feb	769,614	479,752	826,536	58,996
March	1,154,421	614,807	1,239,804	240,098
Apr	1,539,228		1,653,072	
May	1,924,035		2,066,340	
June	2,308,842		2,479,608	
July	2,693,649		2,892,876	
Aug	3,078,456		3,306,144	
Sept	3,463,263		3,719,412	
Oct	3,848,070		4,132,680	
Nov	4,232,877		4,545,948	
Dec	4,617,685		4,959,215	
2025	4,617,685		4,959,215	
Total Actual to Date vs Total Budget		53%		19%



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

**City of Kenmore
Investment Schedule
March 31, 2025**

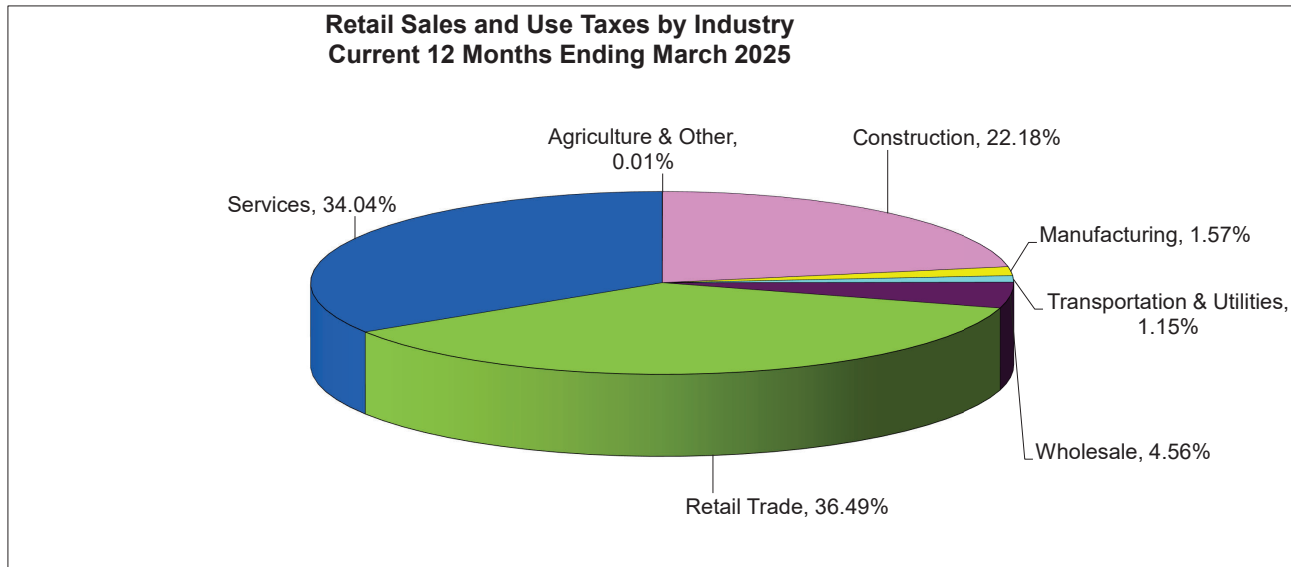
Average Yield to Maturity-Securities							Average Yield	3.97%
Investment #	Type	Purchase Date	Maturity Date	Rate	Yield		Principal or Balance	Yield Equivalents
Time Value Investments								
912828XB1	US TREAS	12/4/2023	5/15/2025	2.13%	4.56%		1,497,687.50	68,294.55
912828R36	US TREAS	1/17/2024	5/15/2026	1.63%	3.98%		996,479.38	39,659.88
912828YU8	US TREAS	9/17/2024	11/30/2026	1.63%	3.34%		997,677.90	33,322.44
91282CEW7	US TREAS	1/14/2025	6/30/2027	3.25%	4.21%		1,539,877.50	64,828.84
91282CBS9	US TREAS	3/26/2024	3/31/2028	1.25%	4.20%		1,485,163.35	62,406.56
91282CHK0	US TREAS	7/16/2024	6/30/2028	4.00%	4.16%		1,491,328.13	62,039.25
91282CEB3	US TREAS	9/17/2024	2/28/2029	1.88%	3.35%		995,870.00	33,361.65
91282CGJ4	US TREAS	3/4/2025	1/31/2030	3.50%	3.94%		1,470,600.00	57,941.64
Total TVI Purchases							10,474,683.76	421,854.81
Banner Checking and Savings					0.02%		5,190,878.14	1,038.18
Pacific Premier Savings					4.44%		3,587,184.47	159,270.99
LGIP - Primary Account					4.40%		16,283,411.68	716,470.11
LGIP - Bond Proceeds Account					4.40%		12,763,809.33	561,607.61
							37,825,283.62	1,438,386.89
Total Accounts							\$ 48,299,967.38	\$ 1,860,241.70

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City of Kenmore
Retail Sales and Use Tax Distribution
March 31, 2025

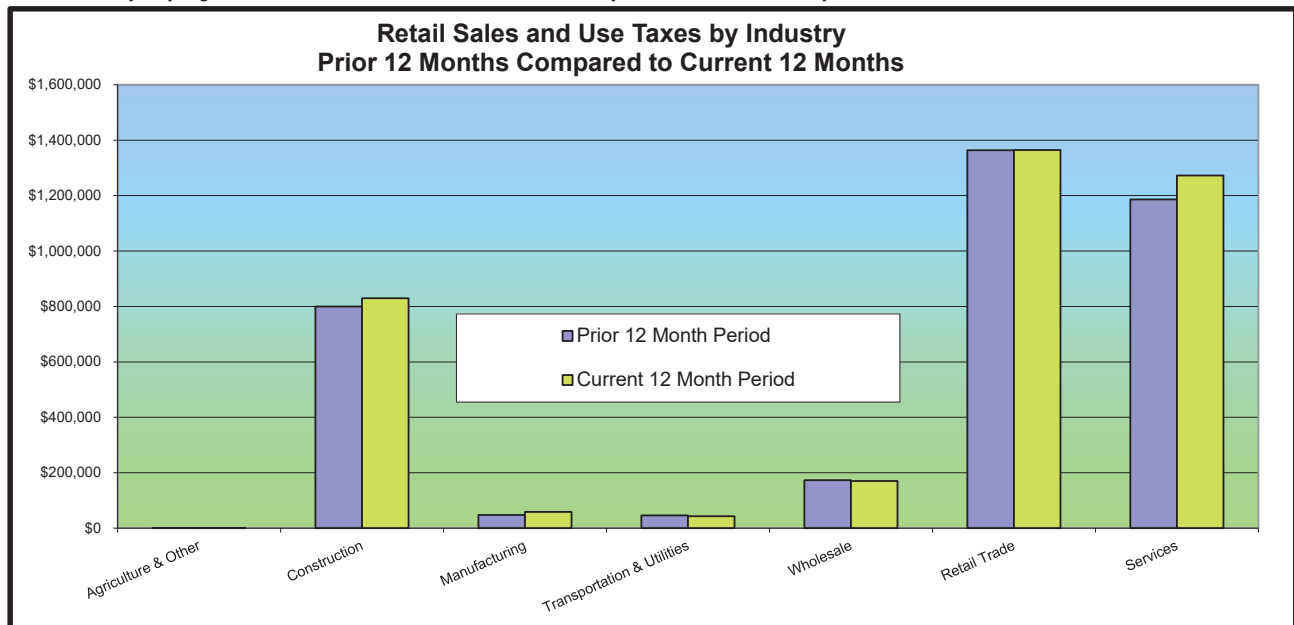
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Industry	Prior 12 Months ending March 2024	Current 12 Months ending March 2025	% Increase/ (Decrease)	% of Total
Agriculture & Other (Landscaping, Animal Hospitals)	\$708	\$525	-25.82%	0.01%
Construction	799,945	829,354	3.68%	22.18%
Manufacturing (Printing, Publishing, Other Manuf.)	47,347	58,588	23.74%	1.57%
Transp/Comm/Utilities (Telecomm., Air Transport.)	46,026	43,020	-6.53%	1.15%
Wholesale (Lumber, Other Wholesale)	172,979	170,369	-1.51%	4.56%
Retail Trade (Eating, Merchandise, Food Stores)	1,363,951	1,364,025	0.01%	36.49%
Services (Auction, Recreation, Auto Repair, Financial)	1,186,322	1,272,619	7.27%	34.04%
Totals	<u>\$3,617,278</u>	<u>\$3,738,500</u>	<u>3.35%</u>	100%
Increase/(Decrease)		<u>\$121,222</u>	<u>3.35%</u>	



NOTE: Due to the City's Confidentiality Agreement with the Department of Revenue, specific business information cannot be disclosed.

There is a sixty-day lag between sales taxes collected and when they are remitted to the City



CITY OF KENMORE

Finance

GENERAL & OTHER REVENUE FUNDS

Year To Date as of 3/31/2025
12.5% of Biennium Elapsed

June 16, 2025



REVENUES– General Fund, 3/31/2025

<u>REVENUES</u>	<u>BTD 3/31/25</u>	<u>25-26 Budget</u>	<u>%</u>
Property Taxes	317,016	12,498,431	2.5%
Sales and Use Taxes	954,237	7,450,866	12.8%
Utility Taxes	777,289	4,973,585	15.6%
Other Taxes	61,974	426,270	14.5%
Development Fees & Permits	587,205	2,765,396	21.2%
Franchise Fees	280,771	1,870,590	15.0%
Intergovernmental and Grants	413,554	3,007,995	13.7%
Investment Interest	99,581	450,000	22.1%
Transfers and Other Revenues	33,364	1,632,231	2.0%
Total Revenues	3,524,993	35,075,364	10.0%



EXPENDITURES – General Fund, 3/31/2025

<u>EXPENDITURES</u>	<u>BTD 3/31/25</u>	<u>25-26 Budget</u>	<u>%</u>
<u>Cost Center</u>			
City Council	79,292	427,493	18.5%
City Manager	374,319	3,159,453	11.8%
City Clerk	169,752	1,015,892	16.7%
Finance	929,158	4,110,164	22.6%
Human Resources	13,804	172,000	8.0%
Legal	48,535	900,000	5.4%
Interfund Transfers/Non Department	0	890,000	0.0%
Public Safety *	660,707	11,007,281	6.0%
Special Projects	36,772	2,026,064	1.8%
Engineering	142,082	1,279,178	11.1%
Environmental Services	73,521	627,909	11.7%
Housing & Human Services	101,350	1,381,354	7.3%
Community Development	205,897	1,619,205	12.7%
Developmental Services	376,875	3,828,620	9.8%
Events, Volunteers, Recreation	71,106	1,120,444	6.3%
Public Works Facility Maintenance	263,200	1,963,153	13.4%
Public Works Parks Maintenance	177,547	2,635,966	6.7%
Total Expenditures	3,723,917	38,164,176	9.8%
Excess (deficiency) of Revenues			
over Expenditures	(198,924)	(3,088,812)	



General Fund Reserves

20% Fund Balance Requirement - 2025	\$3.8 million
Actual Fund Balance - 3/31/2025	\$9.9 million

Reserve Policy

City shall maintain reserves of not less than 20% of annual operating expenditures

- To offset revenue shortfalls
- For unanticipated emergencies



INVESTMENT SCHEDULE, 3/31/25

		Average Yield to Maturity-Securities						Average Yield	3.97%
		Type	Purchase Date	Maturity Date	Rate	Yield	Principal or Balance	Yield	Equivalents
Investment #									
Time Value Investments									
	912828XB1	US TREAS	12/4/2023	5/15/2025	2.13%	4.56%	1,497,687.50	68,294.55	
	912828R36	US TREAS	1/17/2024	5/15/2026	1.63%	3.98%	996,479.38	39,659.88	
	912828YU8	US TREAS	9/17/2024	11/30/2026	1.63%	3.34%	997,677.90	33,322.44	
	91282CEW7	US TREAS	1/14/2025	6/30/2027	3.25%	4.21%	1,539,877.50	64,828.84	
	91282CBS9	US TREAS	3/26/2024	3/31/2028	1.25%	4.20%	1,485,163.35	62,406.56	
	91282CHK0	US TREAS	7/16/2024	6/30/2028	4.00%	4.16%	1,491,328.13	62,039.25	
	91282CEB3	US TREAS	9/17/2024	2/28/2029	1.88%	3.35%	995,870.00	33,361.65	
	91282CGJ4	US TREAS	3/4/2025	1/31/2030	3.50%	3.94%	1,470,600.00	57,941.64	
Total TVI Purchases							10,474,683.76	421,854.81	
		Banner Checking and Savings				0.02%	5,190,878.14	1,038.18	
		Pacific Premier Savings				4.44%	3,587,184.47	159,270.99	
		LGIP - Primary Account				4.40%	16,283,411.68	716,470.11	
		LGIP - Bond Proceeds Account				4.40%	12,763,809.33	561,607.61	
							37,825,283.62	1,438,386.89	
		Total Accounts					\$ 48,299,967.38	\$ 1,860,241.70	3.85%



STREET FUND REVENUES, 3/31/2025

<u>REVENUES</u>	<u>BTD 3/31/25</u>	<u>25-26 Budget</u>	<u>%</u>
Fuel Tax	80,329	756,200	10.6%
Investment Interest	19,248	95,000	20.3%
ROW Permit Fees/Inspections	70,625	248,508	28.4%
Multimodal Transportation	7,707	65,233	11.8%
Insurance Recovery	878	0	0.0%
MVA Transportation City/ Plat Street Sign	6,744	58,290	11.6%
Transfer from TBD	181,250	1,450,000	12.5%
Total Revenues	366,781	2,673,231	13.7%



STREET FUND EXPENDITURES, 3/31/2025

<u>EXPENDITURES</u>	<u>BTD 3/31/25</u>	<u>25-26 Budget</u>	<u>%</u>
Salary and Benefits	107,288	1,052,699	10.2%
Maintenance & Operations	329,360	2,026,025	16.3%
Total Expenditures	436,648	3,078,724	14.2%
Excess (deficiency) of Revenues			
over Expenditures	(251,117)	(405,493)	



Kenmore Automated Photo Enforcement (KAPE) Fund 105

<u>REVENUES</u>	<u>BTD 3/31/25</u>	<u>25-26 BUDGET</u>	<u>%</u>
Photo Enforcement Infractions	\$ 288,968	\$ 5,450,000	5.3%
Total Revenues	\$ 288,968	\$ 5,450,000	5.3%
<u>EXPENDITURES</u>	<u>BTD 3/31/25</u>	<u>25-26 BUDGET</u>	<u>%</u>
Salary and Benefits	\$ 51,601	\$ 695,794	7.4%
KAPE program costs (VM)	47,389	1,050,000	4.5%
Traffic Safety Program	264	1,512,857	0.0%
Supplies, Travel, Other	1,238	24,000	5.2%
Transfer to Transportation Capital	-	1,725,000	0.0%
Transfer to General Fund - Police	-	350,000	0.0%
Total Expenditures	100,492	5,357,651	1.9%
Excess (deficiency) of Revenues over Expenditures	\$ 188,476	\$ 92,349	



Public Works Operations Center (PWOC) Fund 307

<u>REVENUES</u>	<u>BTD 3/31/25</u>	<u>25-26 BUDGET</u>	<u>%</u>
<i>Fund Balance</i>		\$ 16,953,897	
Investment Interest	123,188	-	#DIV/0!
Fund Transfers	-	3,600,000	0.0%
Total Revenues	\$ 123,188	\$ 3,600,000	3.4%
<u>EXPENDITURES</u>	<u>BTD 3/31/25</u>	<u>25-26 BUDGET</u>	<u>%</u>
PW Operations Center Construction	125,810	16,075,000	0.8%
Salary & Benefits	36,961	-	#DIV/0!
Debt payments, bank fees, interest	-	3,600,000	0.0%
Supplies, Travel, Other	62	-	#DIV/0!
Total Expenditures	162,833	19,675,000	0.8%
Excess (deficiency) of Revenues over Expenditures	\$ (39,645)	\$ (16,075,000)	



SURFACE WATER MANAGEMENT

Fund 401

Fund 401	Biennium to Date 3/31/25	Budget 2025-2026	%
Storm Drain Fees	\$ 219,310	\$ 9,739,852	2%
Expenses*	\$ 614,807	\$ 9,235,369	7%
*All Fund 401 expenses are included in this line item.			

- SWM has a cash balance of over \$2.1 million as of 3/31/2025



IMPACT FEE REVENUE FUNDS

FUND	Biennium to Date 3/31/25	Budget 2025-2026	%	Cash Balance
Park Impact Fees	\$163,852	\$585,000	28%	\$789,967
Transportation Impact Fees	\$330,754	\$780,000	42%	\$1,910,499



REET / TBD FEE REVENUE FUNDS

FUND	BTD 3/31/25	Budget 2025-2026	%	Cash Balance
REET Fees Used for Trans, Parks & Facilities Cap	\$411,937	\$3,878,000	10.6%	\$1,900,703
TBD Fees Used for Road Maint	\$159,616	\$1,454,336	11.0%	\$133,583



Q1 2025 Summary

- General Fund revenues are below the 12.5% target due to cyclical property tax receipts in April and October
- General Fund expenditures are below budget at 9.8%
- Interest revenue brought in \$99.6K for the GF or 22% of budget
- Development Fees & Permits revenue came in at 21% of budget
- Public Safety costs low due to Feb and March invoices received in April
- Other funds tracking as expected



For comments and questions:

Melinda Merrell
Finance & Administration Director
mmerrell@kenmorewa.gov
425 398 8900 (x6190)



City Council Agenda Bill
City of Kenmore, WA



Meeting Date: 6/16/2025

Subject/Topic:	Proposed Council Action/Motion:
Discussion on Zoning Regulation Amendments for Parcels Adjacent to Swamp Creek near SR522/80th Ave NE Where Interim Regulations Currently Apply Department: Community Development Prepared by: Brittany Chue, Senior Planner Debbie Bent, Community Development Director Attachments: 1. Staff Memo: Zoning Regulations for Parcels Adjacent to Swamp Creek near SR522/80th Ave NE Where Interim Regulations Currently Apply 2. PowerPoint Presentation (to be uploaded prior to the 6/16/25 meeting date)	☐ Information Only ☐ Receive and File ☒ Discuss ☒ Provide Direction ☐ Public Hearing ☐ Adopt/Approve ☐ Authorize ☐ Other: No action

Approvals:

Department Head DB 6/2/25 City Attorney N/A Finance Director N/A City Manager SLL 6/6/2025 Optional N/A

Summary/Background:

At the 6/16/25 City Council meeting, staff will give a PowerPoint presentation summarizing key points and questions for City Council discussion and direction on potential zoning regulations to replace interim zoning regulations that currently apply to certain parcels adjacent to Swamp Creek. Attachment #1 provides additional background and information.

The overall goal is to consider regulations that encourage pedestrian-oriented commercial and residential development (including affordable housing) that support and are supported by high-capacity transit on SR522 while also considering regulations that support environmental protection based on information from the Swamp Creek corridor study.

Staff will prepare code amendments based on City Council's direction for a discussion at the 7/28/25 Council meeting. Staff will incorporate feedback and request the City Council schedule a public hearing for 9/15/25 with ordinance adoption at the 11/17/25 Council meeting.

Background: The City is designated as a High-Capacity Transit Community and the SR522 Corridor will support a future Bus Rapid Transit line. In March 2023, the City Council adopted Ordinance 23-0574 which incorporated most of the prior Transit Oriented Development Standards (TOD) into underlying zoning districts and created a new Urban Residential zoning district. Prior to 2023 an “overlay zone” allowed higher densities in this area with affordable housing requirements but the choice of whether to use TOD standards was left to the developer.

The Council kept “Interim Regulations” and TOD zoning regulations in place on 13 parcels adjacent to Swamp Creek close to SR522/80th Ave NE to give time to conduct a channel restoration assessment of Swamp Creek to determine where channel restoration would provide the most ecological benefit. Results of the assessment were presented to the City Council on 9/16/24. A public hearing is scheduled on 6/23/25 to extend Interim Regulations an additional six months to allow time for City Council consideration of an ordinance for new/amended regulations for the 13 parcels.

Previous Council Action(s):

History

- **2015** – City adopted a TOD district overlay zone (Ordinance 15-0406).
- **2021** – City adopted a 6-month moratorium on development or land use in the TOD zone to expire on February 16th, 2022 (Ordinance 21-0530).
- **2022** – City adopted the following interim regulations within the TOD district overlay (Ordinance 22-0543):
 - 1) In the R-12, R-18, R-24, UC East, and DC zones in the TOD district overlay area, the minimum density for residential development shall be no less than the base density for the underlying zone.
 - 2) Except in the R-1 zone, townhouse development shall be prohibited.
 - 3) At least 25% of the total number of units in the development shall be low- or very low-income affordable housing units subject to the standards in KMC Chapter 18.77.
- **2022-2023** – Interim regulations were extended at six-month intervals (Ordinance Nos. 22-0555 and 23-0569).
- **2023** – City adopted a reduced TOD district overlay for properties close to Swamp Creek, and interim regulations were extended and applied to those parcels (Ordinance 23-0575).
- **2023-2024** – Interim regulations were extended at six-month intervals for parcels close to Swamp Creek (Ordinance Nos. 23-0586, 24-0606, and 24-0612).
- **2024** – Staff worked with Osborn Consulting to evaluate 155 properties along Swamp Creek and Little Swamp Creek to inform decisions on the potential acquisition and restoration of properties for environmental protection purposes. The results were presented to the City Council.
- **January 2025** – Interim regulations were extended for six-months, expiring on July 13th, 2025 (Ordinance 25-0625).
- **June 23, 2025** – Public Hearing to extend interim regulations for an additional six months.

Fiscal Consideration:

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

City Council Priorities or Budget Objective Being Addressed:

City Council's 2025-2026 Priority #1: Continue to implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.

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

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

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



Date: June 16th, 2025

To: City Council

From: Brittany Chue, Senior Planner and Debbie Bent, Community Development Director

Regarding: Zoning Regulations for Parcels Adjacent to Swamp Creek near SR522/80th Ave NE Where Interim Regulations Currently Apply

Purpose: Staff requests City Council direction on a few policy questions that will assist staff with drafting the zoning regulations. The overall goal is to consider regulations that encourage pedestrian-oriented commercial and residential development (including affordable housing) that support and are supported by high-capacity transit on SR522 while also considering regulations that support environmental protection based on information from the Swamp Creek corridor study.

Background: The City is designated as a High-Capacity Transit Community and the SR522 Corridor will support a future Bus Rapid Transit line. In March 2023, the City Council adopted Ordinance 23-0574 which incorporated most of the prior Transit Oriented Development Standards (TOD) into underlying zoning districts and also created a new Urban Residential zoning district. The new regulations also required projects to include 25% affordable housing units. Prior to 2023 an “overlay zone” allowed higher densities in this area with affordable housing requirements but the choice of whether to use TOD standards was left to the developer.

The Council kept current zoning “Interim Regulations” in place on 13 parcels adjacent to Swamp Creek close to SR522/80th Ave NE. On 3/13/23 Council adopted Ordinance 23-0575 for the “carve out” area. The purpose of retaining the interim regulations was to give time to conduct a channel restoration assessment of Swamp Creek to determine where channel restoration would provide the most ecological benefit. Results of the assessment were presented to the City Council 9/16/24, link to the City Council agenda, [Kenmore - Document Center](#). A public hearing is scheduled 6/23/25 to extend Interim Regulations an additional six months to allow time to propose and adopt new/amended zoning regulations for the 13 parcels.

The figure below shows the TOD District Boundary and the 13 parcels adjacent to Swamp Creek. The TOD Boundary is adjacent to SR522 and 80th Avenue NE (Figure 1).

Figure 1. *TOD District Boundary.*

TOD District Boundary

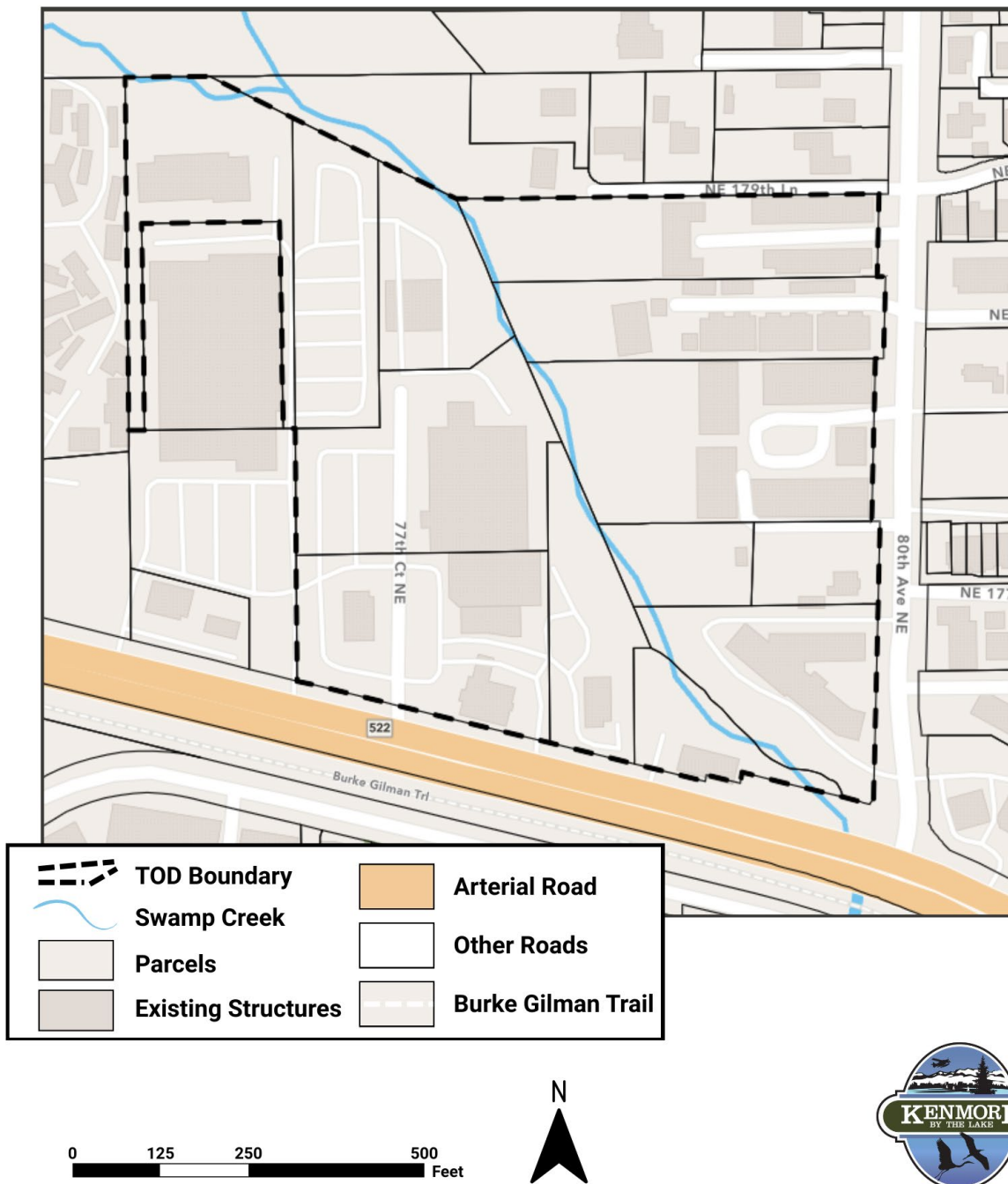


Figure 2 below demonstrates an aerial view of the TOD District Boundary from 2023.

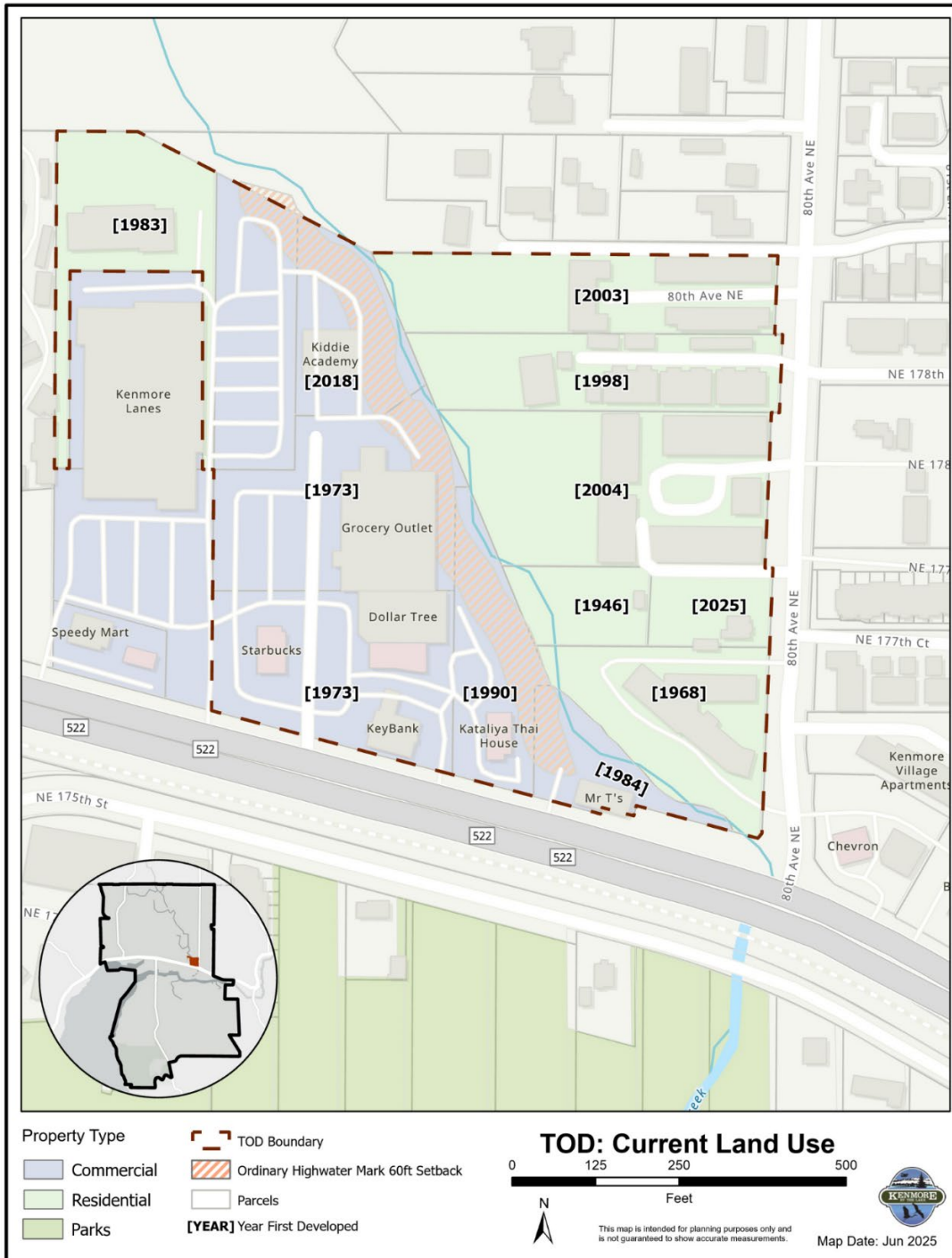
Figure 2. *Transit-Oriented Development Aerial View.*

Transit-Oriented Development Aerial View



The map below depicts the current land uses for each parcel in the TOD zone and the year of development (Figure 3). Based on the years of development, the west side of Swamp Creek is more likely to develop sooner because the buildings are older. The orange hatching on the map represents the 60 ft. setback from Swamp Creek's Ordinary Highwater mark and shows where non-water oriented development could be built ([KMC 16.65.020](#)).

Figure 3. TOD: Current Land Use.



18120 68th Ave NE, Kenmore, WA 98028

The grocery store is non-conforming because the development was built in 1973, preceding the shoreline ordinance established in 2012 and amended in 2020. The daycare was built more recently in 2018, but is non-conforming because there was already an existing non-conformity of an asphalt parking lot. The developer also agreed to enhance 10,110 sq. ft. of the existing Swamp Creek Buffer through invasive plant removal and native plant installation, as well as creating 3,249 sq. ft. of a new buffer area by removing asphalt and restoring the area with native plantings. The ecological benefit outweighed the non-conformance, so the developer was allowed to build in the setback buffer.

Figures 4 and 5 below convey the changes before the daycare was built in 2017 and after it was built in 2019. The north side of the parking lot (Figure 4) was transformed into green space (Figure 5). Landscaping was also done along the eastern border of the parcel to remove invasive plant species and install native plants.

Figure 4. King County Aerial 2017. iMap.

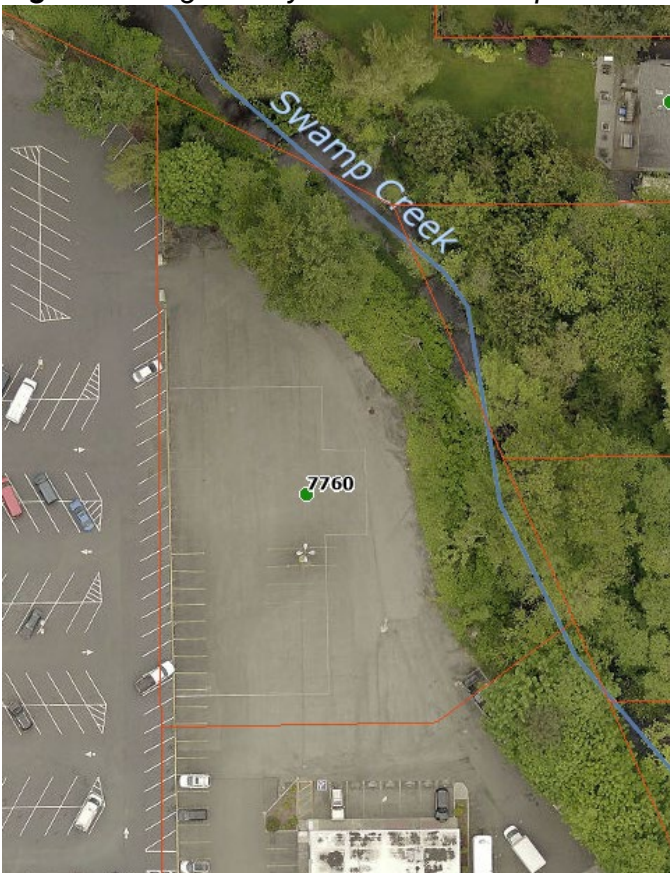
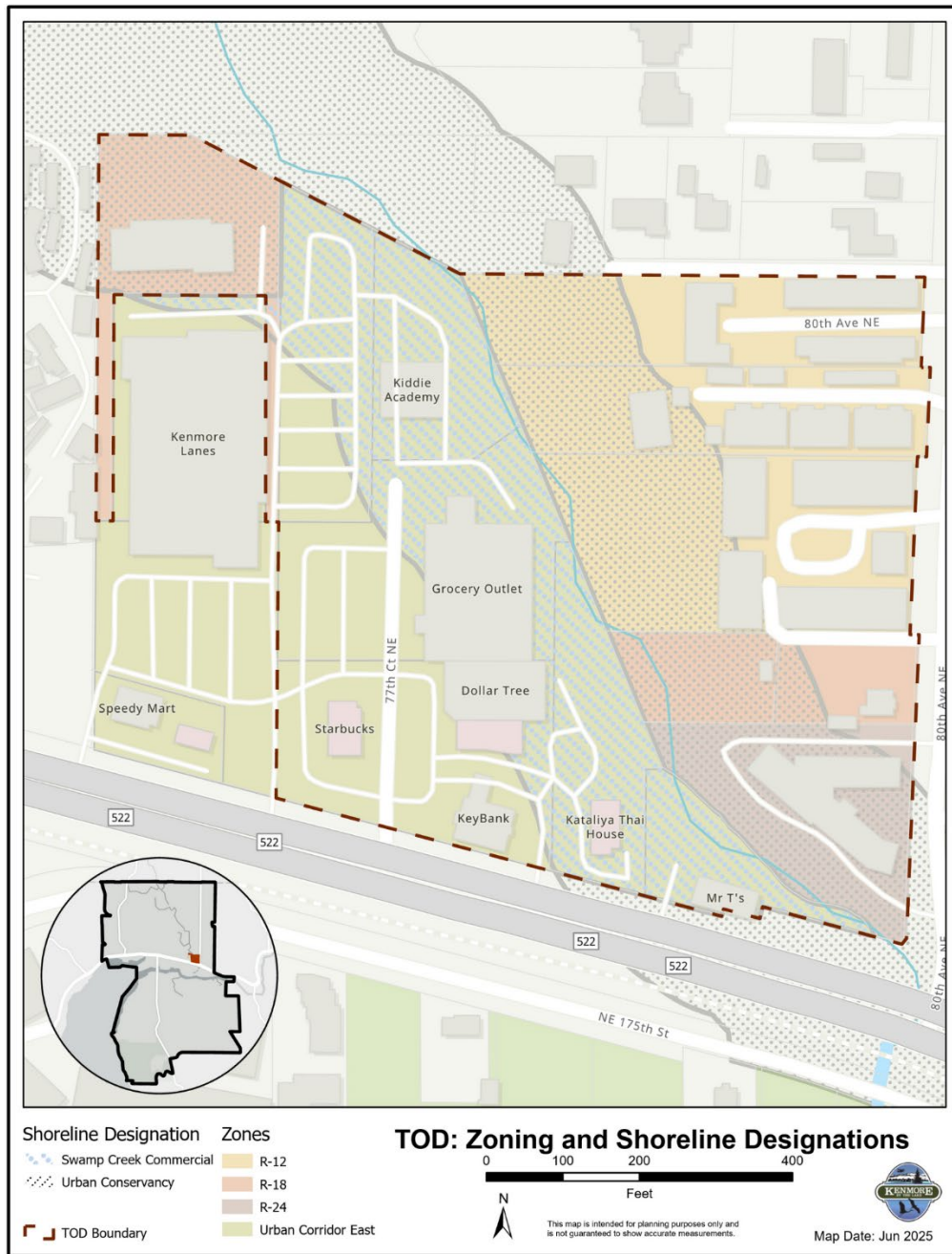


Figure 5. King County Aerial 2019. iMap.



Figure 6 below demonstrates the three sets of regulations that apply to the parcels in the TOD boundary area: TOD, zoning, and shoreline designations.

Figure 6. *TOD: Zoning and Shoreline Designations.*



The table below compares regulations for zoning and shoreline designations (Table 1). In the TOD overlay zone, developers choose whether they will use TOD regulations or the underlying zoning regulations. However, the shoreline regulations will still apply if the development is within the shoreline jurisdiction area (Swamp Creek Commercial or Urban Conservancy).

Table 1. Zoning and Shoreline Standards Comparison.

Zoning and Shoreline Standards Comparison								
	Zones					Overlay Zone	Shoreline	
Standards	R-12	R-18	R-24	UC East	Urban Residential	TOD	SCC	UC
Minimum Street Setback	10 ft.	10 ft.	10 ft.	10 ft.	10 ft. - SR-522; 0 ft. - Other streets			
Minimum Side/Interior Setback	5 ft.	5 ft.	5 ft.	20 ft.	5 ft.			
Minimum Rear Setback	5 ft.	5 ft.	5 ft.		5 ft.			
Base/Maximum Height	60 ft.	60 ft. 80 ft. ¹	60 ft. 80 ft. ¹	85 ft. ²	85 ft. ²	65 ft.	35 ft. ³	35 ft.
Minimum Density: Dwelling Units/Acre				60 du/ac	60 du/ac	60 du/ac		
Base Density: Dwelling Units/Acre	12 du/ac	18 du/ac	24 du/ac					
Maximum Density: Dwelling Units/Acre	18 du/ac	27 du/ac	36 du/ac	150 du/ac	150 du/ac	150 du/ac		
Minimum Density: Percentage	80%	75%	70%					
Maximum Impervious Surface	85%	85%	85%	90%	90%			
Minimum Lot Width	30 ft.	30 ft.	30 ft.		30 ft.			
Shoreline Buffer from OHWM on Swamp Creek based on land uses:								
<i>Residential development; non-water oriented uses</i>							60 ft.	150 ft.
<i>Water-oriented uses</i>							50 ft.	100 ft.
Building Setback from the Shoreline Buffer							15 ft.	15 ft.
Affordability				25% ^{4,5}	25% ⁵	10% ⁶		

¹ The base height to be used only for projects as follows: In R-18 and R-24 zones using residential density incentives or transfer of density credits.

² Building heights and orientation for proposals within the great blue heron rookery buffer shall be carefully assessed through the required habitat management plan (see Chapter 18.55 KMC, Articles XIII through XV). In particular, potential impacts related to the flyway and shadowing of nest trees shall be evaluated. The city manager may require adjustments to maximum building height and/or building orientation to protect the rookery.

³ Additional height allowed when permitted in underlying zoning.

⁴ TOD parcels are exempt from Urban Corridor East affordability requirements.

⁵ Twenty-five percent of the total number of residential units in the development shall be very low-income affordable housing units if renter-occupied or low-income affordable housing units if owner-occupied.

⁶ Affordable housing requirements shall be capped at 10 percent of the total number of dwelling units being provided.

Source: ([KMC 18.21.050](#), [KMC 18.25A.060](#), [KMC 18.24A.040](#), [KMC 18.29.050](#), [KMC 16.65.020](#), [KMC 18.77](#)).

The TOD area has three major zoning regulations: TOD, zoning, and shoreline regulations. Developers can choose whether they will use the TOD or the underlying zoning standards. The shoreline regulations will also apply if the development falls within the shoreline jurisdictions of Swamp Creek Commercial or Urban Conservancy. We will explore how these three layers of regulations interact by looking at a recent development example. The Beachwood II Apartments on 17715 80th Avenue NE was recently approved for development. The parcel is in the TOD overlay zone, has R-18 as the underlying zone, and is in the Urban Conservancy shoreline designation. The applicable standards are highlighted in yellow in Tables 2 and 3 below.

Table 2. *R-18, TOD, and UC in the Zoning and Shoreline Standards Comparison.*

Zoning and Shoreline Standards Comparison								
	Zones					Overlay Zone	Shoreline	
Standards	R-12	R-18	R-24	UC East	Urban Residential	TOD	SCC	UC
Minimum Street Setback	10 ft.	10 ft.	10 ft.	10 ft.	10 ft. - SR-522; 0 ft. - Other streets			
Minimum Side/Interior Setback	5 ft.	5 ft.	5 ft.	20 ft.	5 ft.			
Minimum Rear Setback	5 ft.	5 ft.	5 ft.		5 ft.			
Base/Maximum Height	60 ft.	60 ft. 80 ft. ¹	60 ft. 80 ft. ¹	85 ft. ²	85 ft. ²	65 ft.	35 ft. ³	35 ft.
Minimum Density: Dwelling Units/Acre				60 du/ac	60 du/ac	60 du/ac		
Base Density: Dwelling Units/Acre	12 du/ac	18 du/ac	24 du/ac					
Maximum Density: Dwelling Units/Acre	18 du/ac	27 du/ac	36 du/ac	150 du/ac	150 du/ac	150 du/ac		
Minimum Density: Percentage	80%	75%	70%					
Maximum Impervious Surface	85%	85%	85%	90%	90%			
Minimum Lot Width	30 ft.	30 ft.	30 ft.		30 ft.			
Shoreline Buffer from OHWM on Swamp Creek based on land uses:								
<i>Residential development; non-water oriented uses</i>							60 ft.	150 ft.
<i>Water-oriented uses</i>							50 ft.	100 ft.
Building Setback from the Shoreline Buffer							15 ft.	15 ft.
Affordability				25% ^{4,5}	25% ⁵	10% ⁶		

Table 3. Beachwood II Apartments – Chosen Standards.

Beachwood II Apartments (17715 80th Ave NE; TPN 011410-0843)			
Standards	R-18	TOD	Urban Conservancy
Minimum Street Setback	10 ft.		
Minimum Side/Interior Setback	5 ft.		
Minimum Rear Setback	5 ft.		
Base/Maximum Height	60 ft. 80 ft. ¹	65 ft.	35 ft.
Minimum Density: Dwelling Units/Acre		60 du/ac	
Base Density: Dwelling Units/Acre	18 du/ac		
Maximum Density: Dwelling Units/Acre	27 du/ac	150 du/ac	
Minimum Density: Percentage	75%		
Maximum Impervious Surface	85%		
Minimum Lot Width	30 ft.		
Shoreline Buffer from OHWM on Swamp Creek based on land uses:			
<i>Residential development; non-water oriented uses</i>			150 ft.
<i>Water-oriented uses</i>			100 ft.
Building Setback from the Shoreline Buffer			15 ft.
Affordability		10% ²	

¹ The base height to be used only for projects as follows: In R-18 and R-24 zones using residential density incentives or transfer of density credits.

² Affordable housing requirements shall be capped at 10 percent of the total number of dwelling units being provided.

The developer chose the TOD standards instead of the R-18 standards, but some of the shoreline and R-18 standards still applied. The developer used the TOD height regulation instead of the Urban Conservancy height because the proposed building is outside of the Urban Conservancy shoreline jurisdiction. If the building was within the shoreline jurisdiction and outside of the building setback buffer, the height would be limited to 35 ft.

18120 68th Ave NE, Kenmore, WA 98028

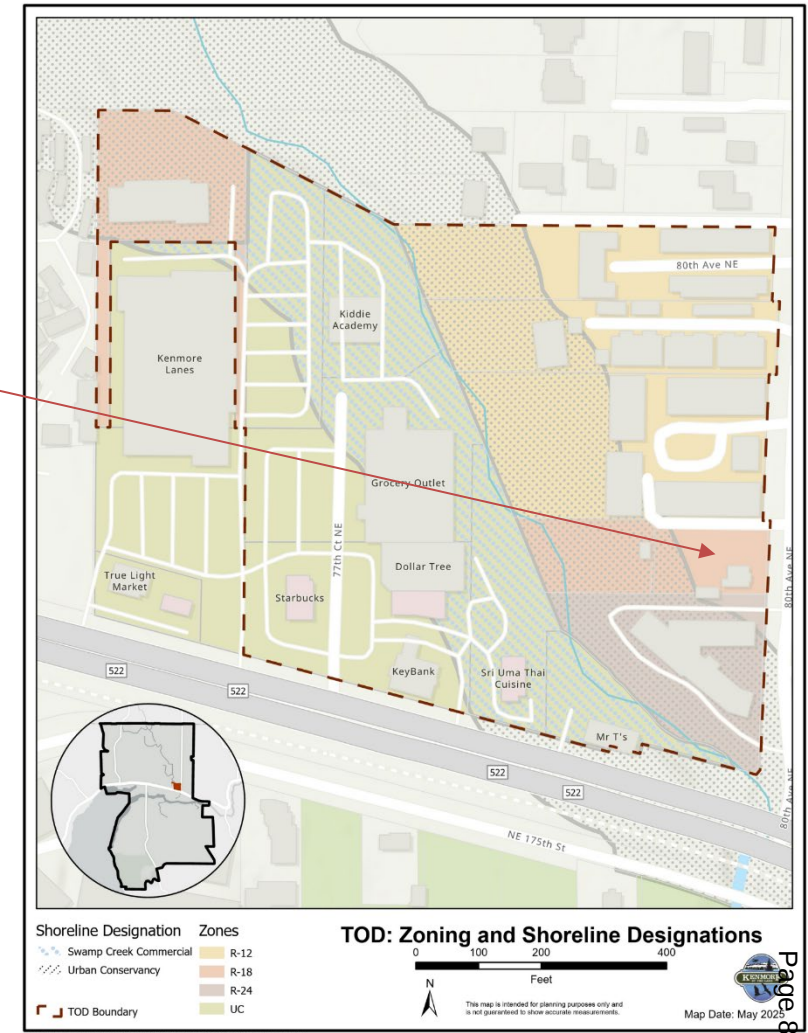


Figure 7. Swamp Creek Aerial 1938.



1938

Figure 8. Swamp Creek Aerial 1964.



1964

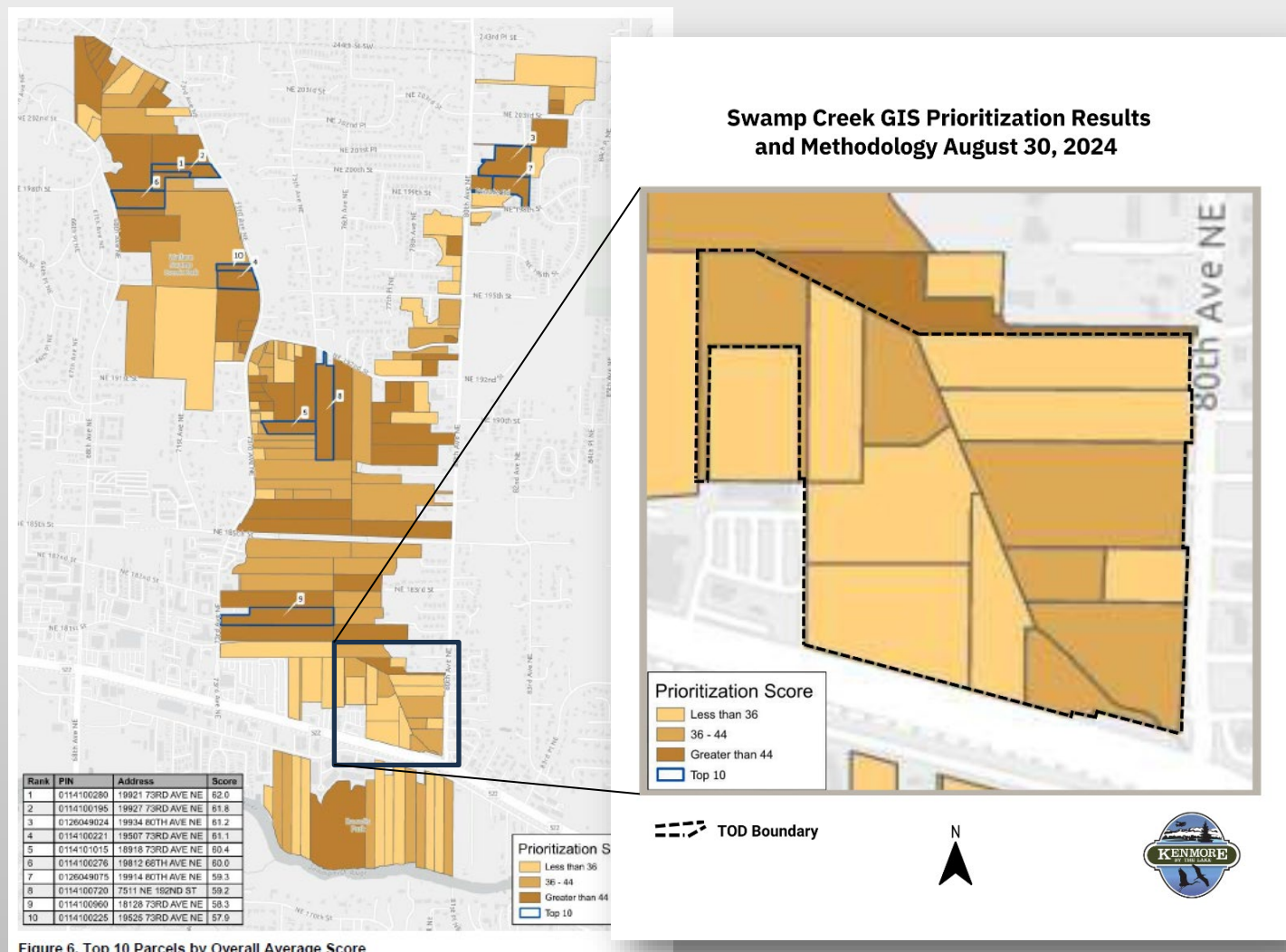
Figure 9. Swamp Creek Aerial 1977.



1977

The figures above are historical images of Swamp Creek from 1938, 1964, and 1977. Swamp Creek may continue to change over time because of development patterns and global warming. Climate change can impact creeks through altered precipitation patterns, increased erosion, and warmer water temperatures, which can affect aquatic habitats and river flows. The ordinary highwater mark may change over time, so building setbacks will also change as a result with future development.

Figure 10. Swamp Creek GIS Prioritization Results and Methodology. Osborn Consulting Study.



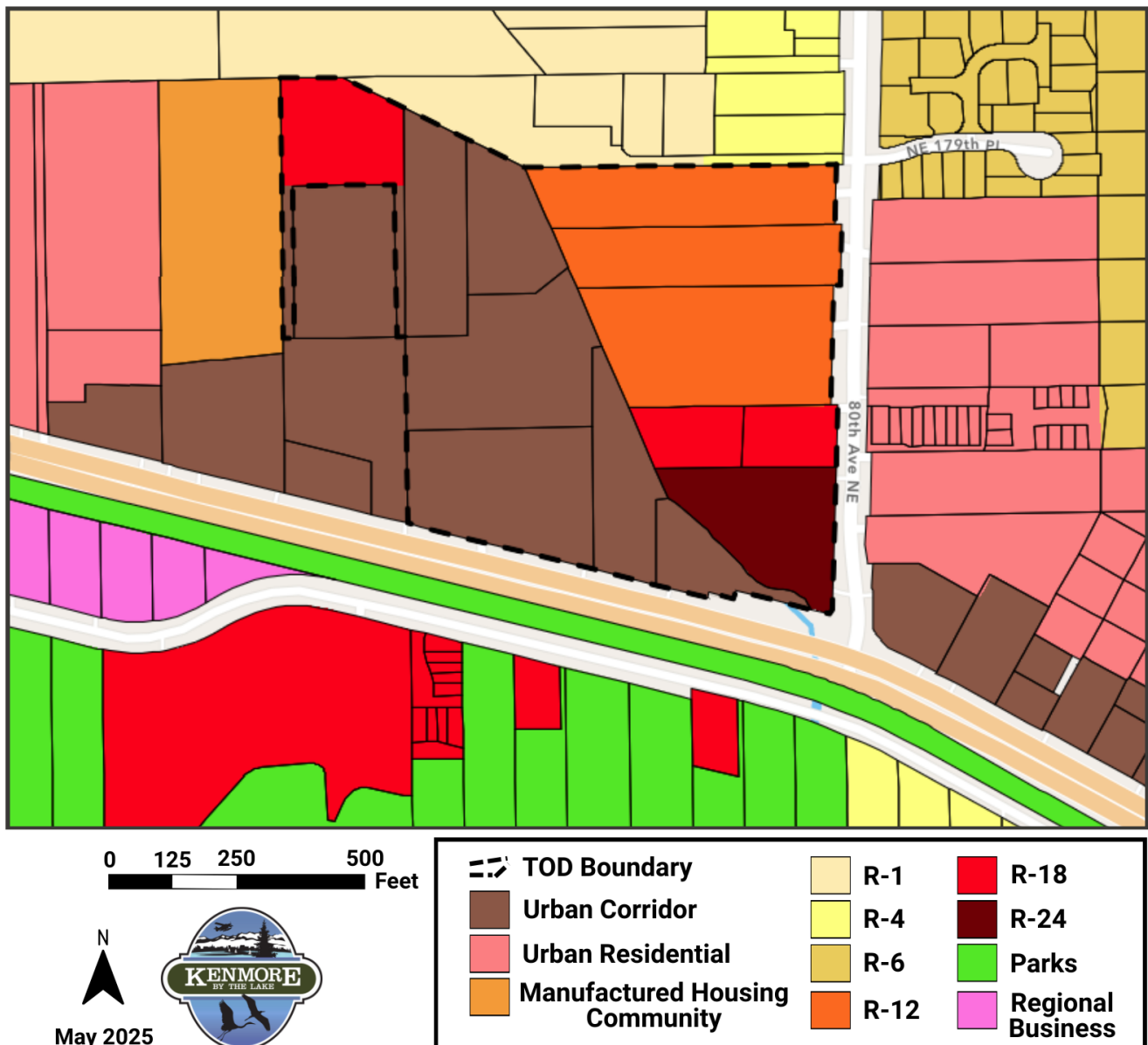
Results of the Swamp Creek Assessment Study: Results of the study were presented to the City Council 9/16/24. Link to City Council agenda for 9/16/24 [Kenmore - Document Center](#).

Osborn assessed 155 parcels for environmental preservation and restoration purposes and scored parcels based on five categories: 1) Property Development, 2) Wetland Creation, Wetland Enhancement or Flood Storage Volume Creation, 3) Wetland Protection, 4) Riparian Planting and Invasive Species Management, and 5) Stream Restoration. These categories were combined to develop a prioritization scoring index. The highest scoring parcels have the highest benefit for environmental restoration and preservation. Parcels that scored less than 36 are a low priority for environmental restoration. Parcels that scored between 36-44 are a medium priority for environmental restoration. Parcels that scored greater than 44 are a high priority for environmental restoration. The TOD boundary zone has 6 medium-priority parcels and 7 low-priority parcels.

The TOD zone encompasses four zonings: Urban Corridor, R-12, R-18, and R-24 (as seen in Figure 11 below). The commercial zonings are primarily on the west side of Swamp Creek and the residential zonings are on the east side of Swamp Creek. The TOD zone is adjacent to R-1 and R-4 on the north side, Manufactured Housing Community is on the west side, and Urban Residential is across the street on the east side.

Figure 11. *Transit-Oriented Development Zoning.*

Transit-Oriented Development Zoning



Policy Questions: Council direction on the policy questions below will help staff in drafting amended zoning regulations for the thirteen parcels. The assumption is that current shoreline/critical area regulations will continue to apply and that any amendments will be to zoning regulations.

1. **Parcels with residential zoning (R12, R18, R24) with the option to comply with Transit Oriented Development (TOD) overlay regulations (please look at Table 1 and Figures 6, 10, and 11)**
 - a. Should the current residential zoning with the TOD option be retained and should any amendments to the current zoning regulations be considered?
 - b. Should the zoning be changed to Urban Residential or should any amendments to the Urban Residential zone be considered?
 - c. Should any amendments to proposed zoning regulations be considered based on the results of the Swamp Creek assessment study?
2. **Parcels with Urban Corridor (UC) East zoning with the option to comply with Transit Oriented Development (TOD) overlay regulations (please look at Table 1 and Figures 3, 10, and 11)**
 - a. Should the current UC East zoning with the TOD option be retained and should any amendments to the current zoning regulations be considered?
 - b. Should the zoning be changed or should any amendments be considered?
 - c. Should any amendments to proposed zoning regulations be considered based on the results of the Swamp Creek assessment study?

Table 4. *Levers of Zoning and Development for Environmental Preservation and Economic Development.*

**Levers of Zoning and Development for
Environmental Preservation and Economic Development**

Environmental Preservation		Economic Development	
	Setbacks		
	Height		
	Density		
	Impervious Surface		

The table above displays the different zoning and development regulations that can be adjusted to support environmental preservation and economic development. The green arrow indicates the regulations could increase environmental preservation or economic development. The red arrow indicates the regulations could decrease preservation or development. The orange arrow indicates significant changes are needed in height to either increase or decrease preservation or development. (Table 1 shows the comparison of the TOD zones, underlying zones, and shoreline designations).

Figure 12 below depicts the parcels most likely to be developed in the future based on buildable area with setbacks and the history of development. The west side of Swamp Creek will likely be re-developed first. The east side is less likely to be re-developed in the near future because the buildings are already developed and were built more recently, but development may occur in the longer term. Please keep these parcels in mind when considering changes to the TOD overlay zone or re-zoning parcels. Figure 13 shows potential setback changes with a 100 ft. and 150 ft. buffer from the ordinary highwater mark.

Figure 12. TOD: Current Land Use – Development Potential.

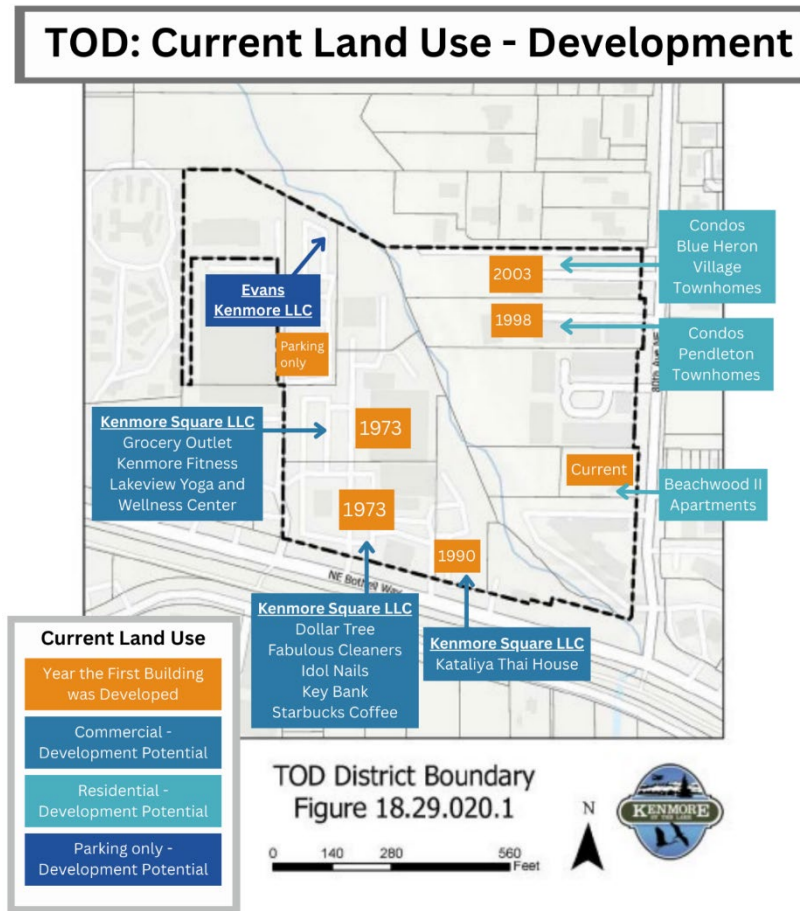


Figure 13. Swamp Creek Potential Setbacks.



CITY OF KENMORE

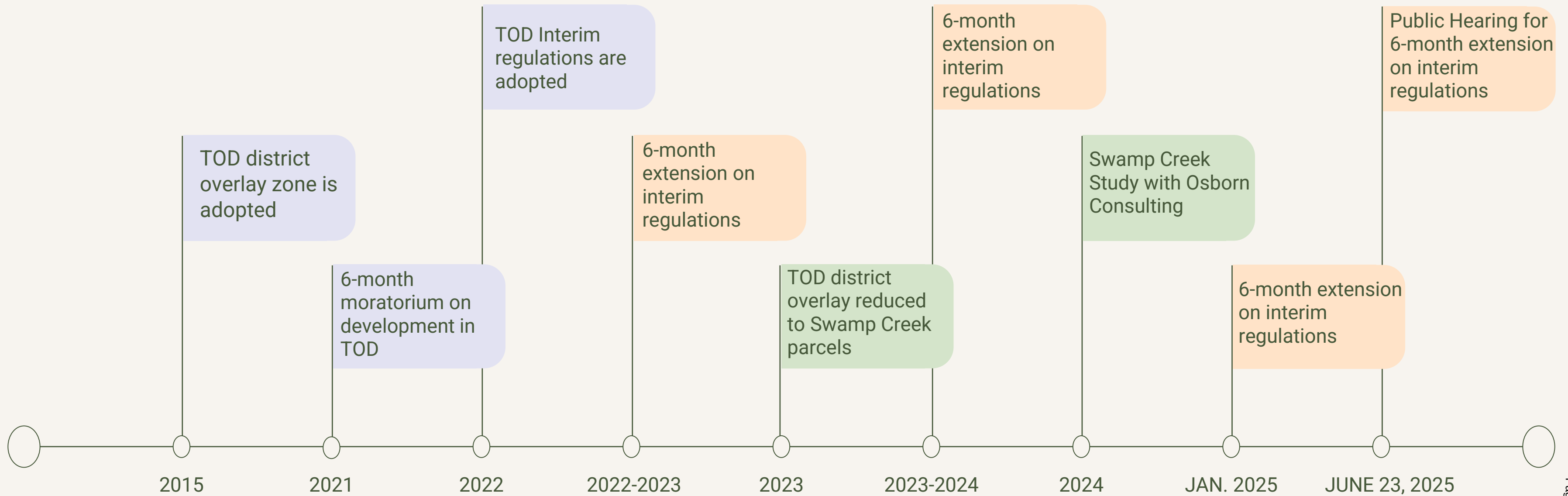
City Council Meeting

**Zoning Regulation Amendments for
Parcels Adjacent to Swamp Creek Near
SR522/80th Ave NE Where Interim
Regulations Currently Apply**

June 16, 2025



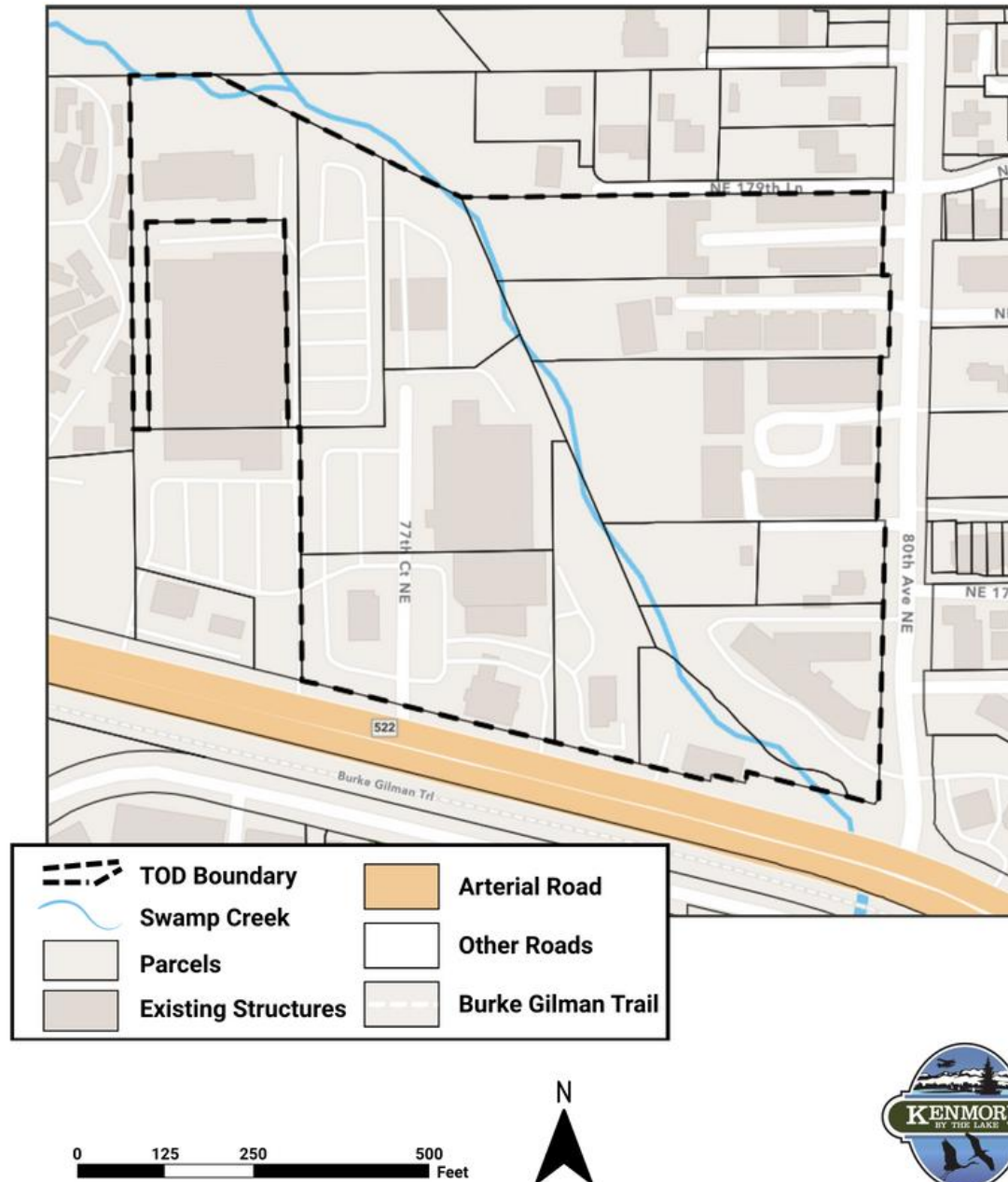
Transit-Oriented Development (TOD) History



LEGEND:

- Development Regulations
- 6-month Extension on Interim Regulations
- Swamp Creek - Environmental Preservation

TOD District Boundary

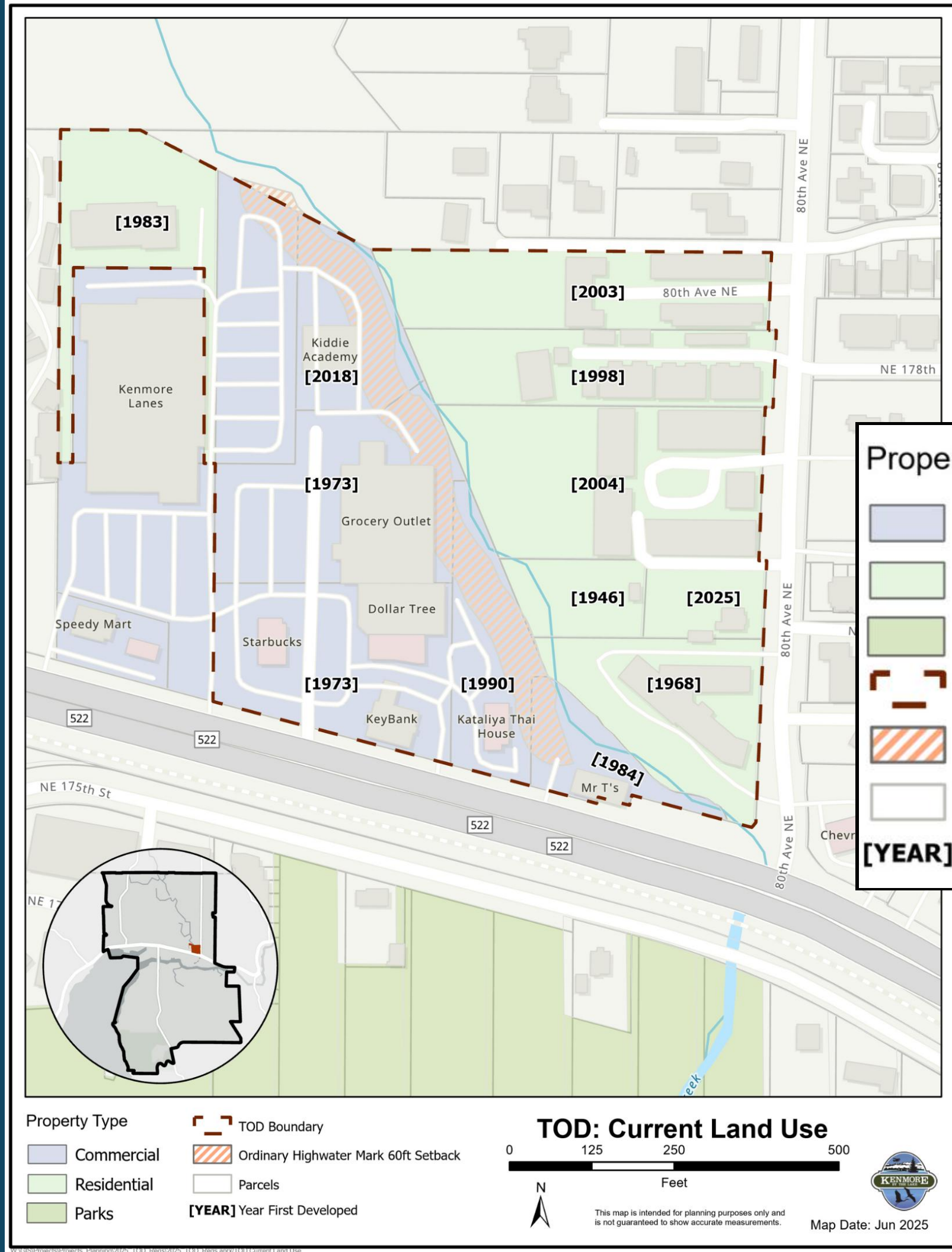


TOD Purpose

- Pedestrian-oriented mixed-use development that supports multi-modal transportation options
- Benefits:
 - Encourages housing affordable to all economic groups
 - Increases pedestrian connectivity
 - Quality design
 - Preserves significant tree groves

TOD: Current Land Use

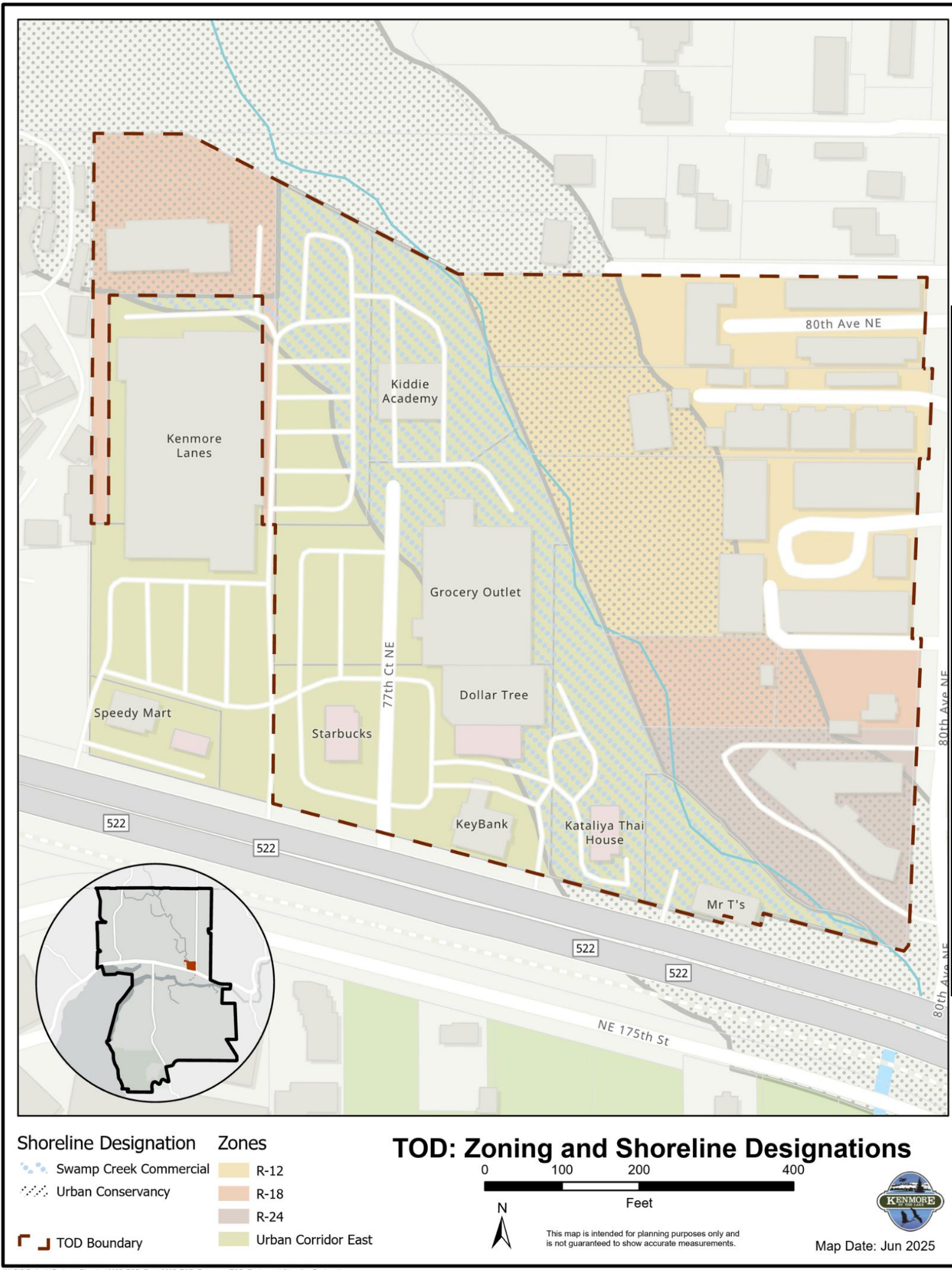
- Buildings on the west side of Swamp Creek are older than the east side
- West side is more likely to develop
- New development would be built outside of the OHWM setback



TOD: Zoning and Shoreline Designations

3 sets of regulations:

- 1.TOD
- 2.Zoning
- 3.Shoreline



Zones

- R-12
- R-18
- R-24
- Urban Corridor

Shoreline Designation

- Swamp Creek Commercial
- Urban Conservancy

TOD Boundary



Zoning and Shoreline Standards Comparison

Zoning and Shoreline Standards Comparison								
	Zones					Overlay Zone	Shoreline	
Standards	R-12	R-18	R-24	UC East	Urban Residential	TOD	SCC	UC
Minimum Street Setback	10 ft.	10 ft.	10 ft.	10 ft.	10 ft. - SR-522; 0 ft. - Other streets			
Minimum Side/Interior Setback	5 ft.	5 ft.	5 ft.	20 ft.	5 ft.			
Minimum Rear Setback	5 ft.	5 ft.	5 ft.		5 ft.			
Base/Maximum Height	60 ft.	60 ft. 80 ft. ¹	60 ft. 80 ft. ¹	85 ft. ²	85 ft. ²	65 ft.	35 ft. ³	35 ft.
Minimum Density: Dwelling Units/Acre				60 du/ac	60 du/ac	60 du/ac		
Base Density: Dwelling Units/Acre	12 du/ac	18 du/ac	24 du/ac					
Maximum Density: Dwelling Units/Acre	18 du/ac	27 du/ac	36 du/ac	150 du/ac	150 du/ac	150 du/ac		
Minimum Density: Percentage	80%	75%	70%					
Maximum Impervious Surface	85%	85%	85%	90%	90%			
Minimum Lot Width	30 ft.	30 ft.	30 ft.		30 ft.			
Shoreline Buffer from OHWM on Swamp Creek based on land uses:								
<i>Residential development; non-water oriented uses</i>							60 ft.	150 ft.
<i>Water-oriented uses</i>							50 ft.	100 ft.
Building Setback from the Shoreline Buffer							15 ft.	15 ft.
Affordability				25% ^{4,5}	25% ⁵	10% ⁶		

Source: ([KMC 18.21.050](#), [KMC 18.25A.060](#), [KMC 18.24A.040](#), [KMC 18.29.050](#), [KMC 16.65.020](#), [KMC 18.77](#)).



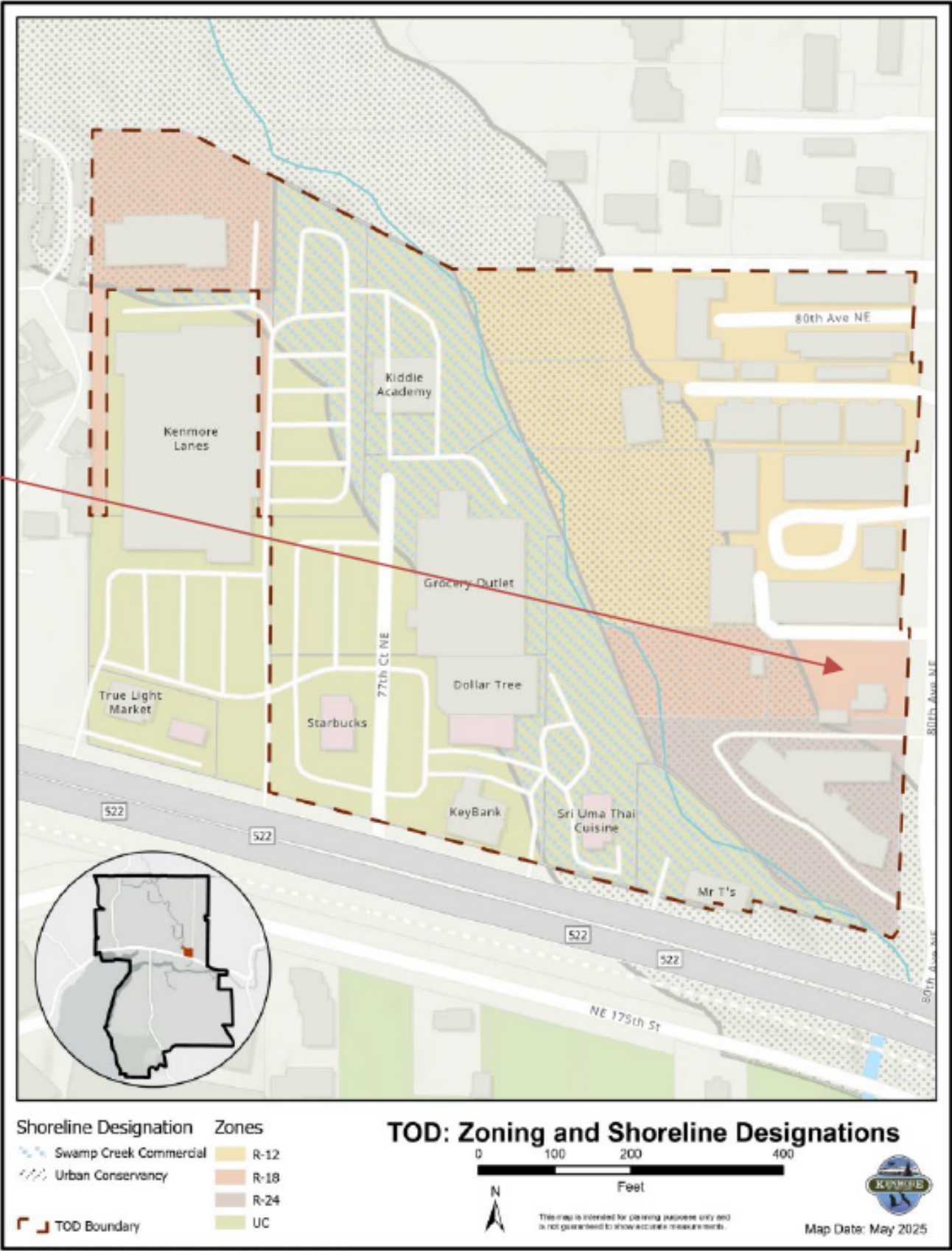
Beachwood II Apartments - Chosen Standards

Table 3. Beachwood II Apartments – Chosen Standards.

Beachwood II Apartments (17715 80th Ave NE; TPN 011410-0843)			
Standards	R-18	TOD	Urban Conservancy
Minimum Street Setback	10 ft.		
Minimum Side/Interior Setback	5 ft.		
Minimum Rear Setback	5 ft.		
Base/Maximum Height	60 ft. 80 ft. ¹	65 ft.	35 ft.
Minimum Density: Dwelling Units/Acre		60 du/ac	
Base Density: Dwelling Units/Acre	18 du/ac		
Maximum Density: Dwelling Units/Acre	27 du/ac	150 du/ac	
Minimum Density: Percentage	75%		
Maximum Impervious Surface	85%		
Minimum Lot Width	30 ft.		
Shoreline Buffer from OHWM on Swamp Creek based on land uses:			
Residential development; non-water oriented uses			150 ft.
Water-oriented uses			100 ft.
Building Setback from the Shoreline Buffer			15 ft.
Affordability		10% ²	

¹ The base height to be used only for projects as follows: In R-18 and R-24 zones using residential density incentives or transfer of density credits.

² Affordable housing requirements shall be capped at 10 percent of the total number of dwelling units being provided.



Swamp Creek History



1938



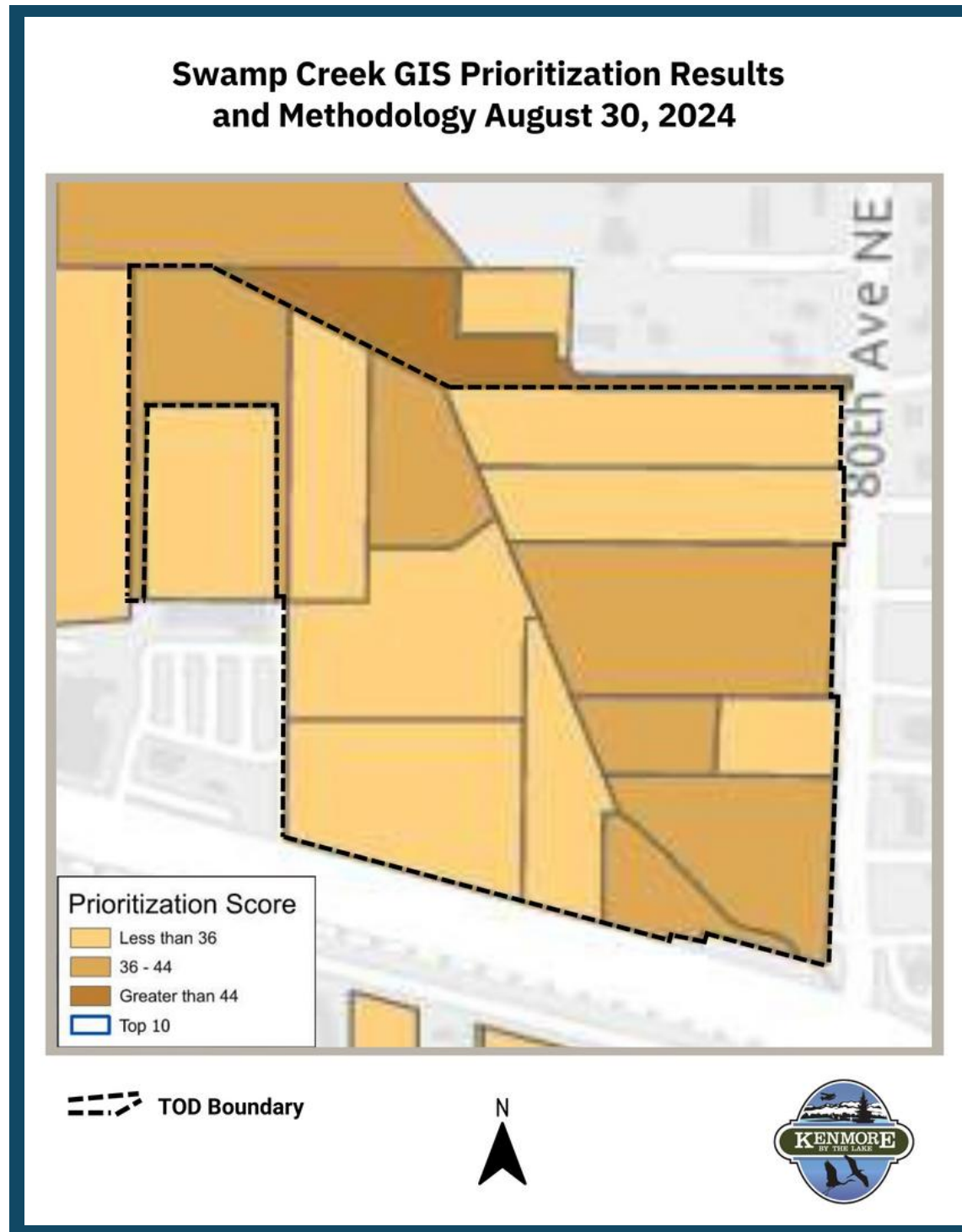
1964



1977



Swamp Creek Study

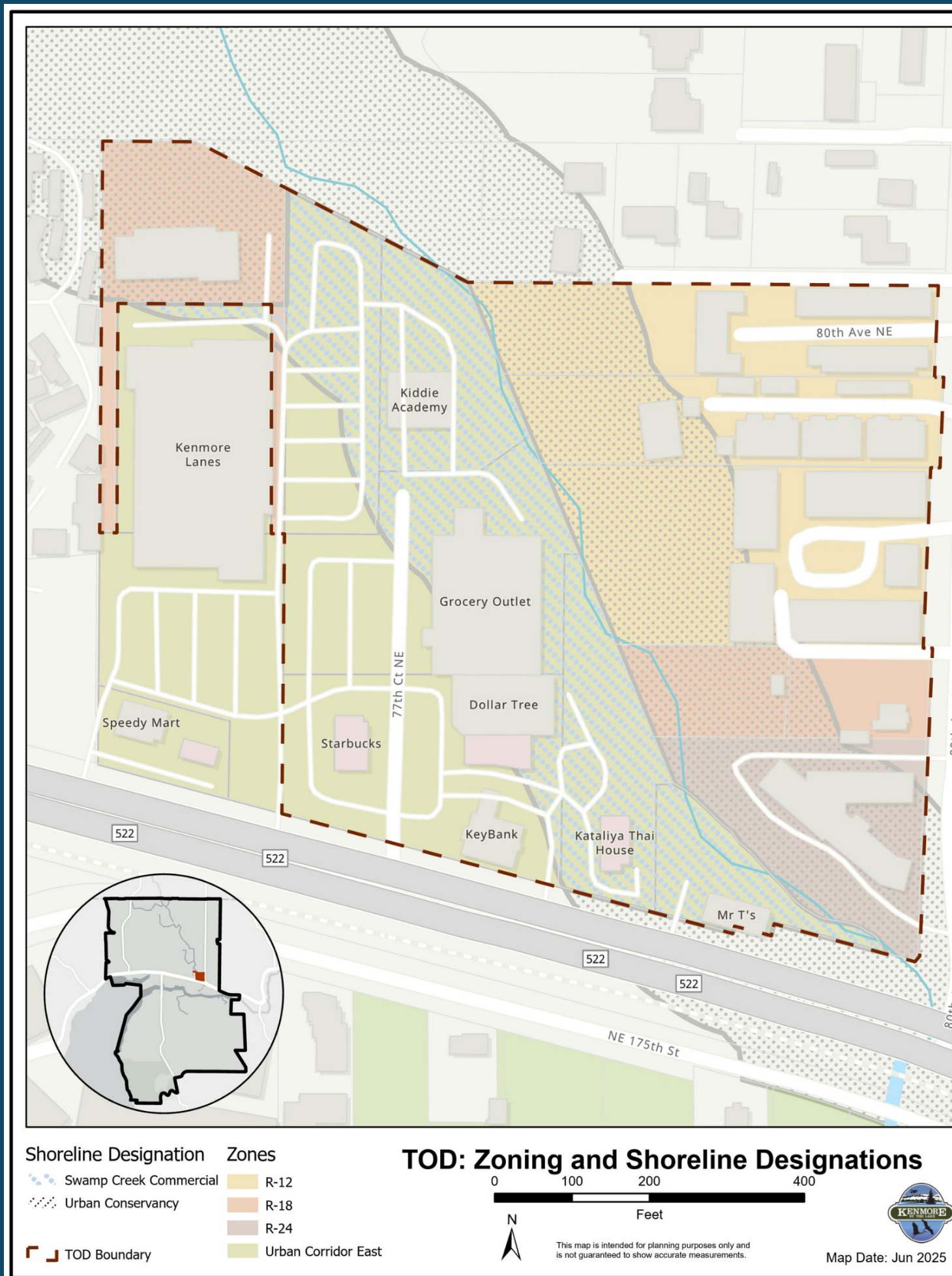


- **Purpose:** Prioritize parcels for ecological restoration
- **Method:** Osborn Consulting assessed 155 parcels based on development and environmental criteria
- **Results:** Parcels with higher scores have greater benefits for ecological restoration

Policy Questions

1. Parcels with residential zoning (R12, R18, R24) with the option to comply with Transit Oriented Development (TOD) overlay regulations

- Should the current residential zoning with the TOD option be retained? Should any amendments to the current zoning regulations be considered?



Zones

- R-12
- R-18
- R-24
- Urban Corridor

Shoreline Designation

- Swamp Creek Commercial
- Urban Conservancy

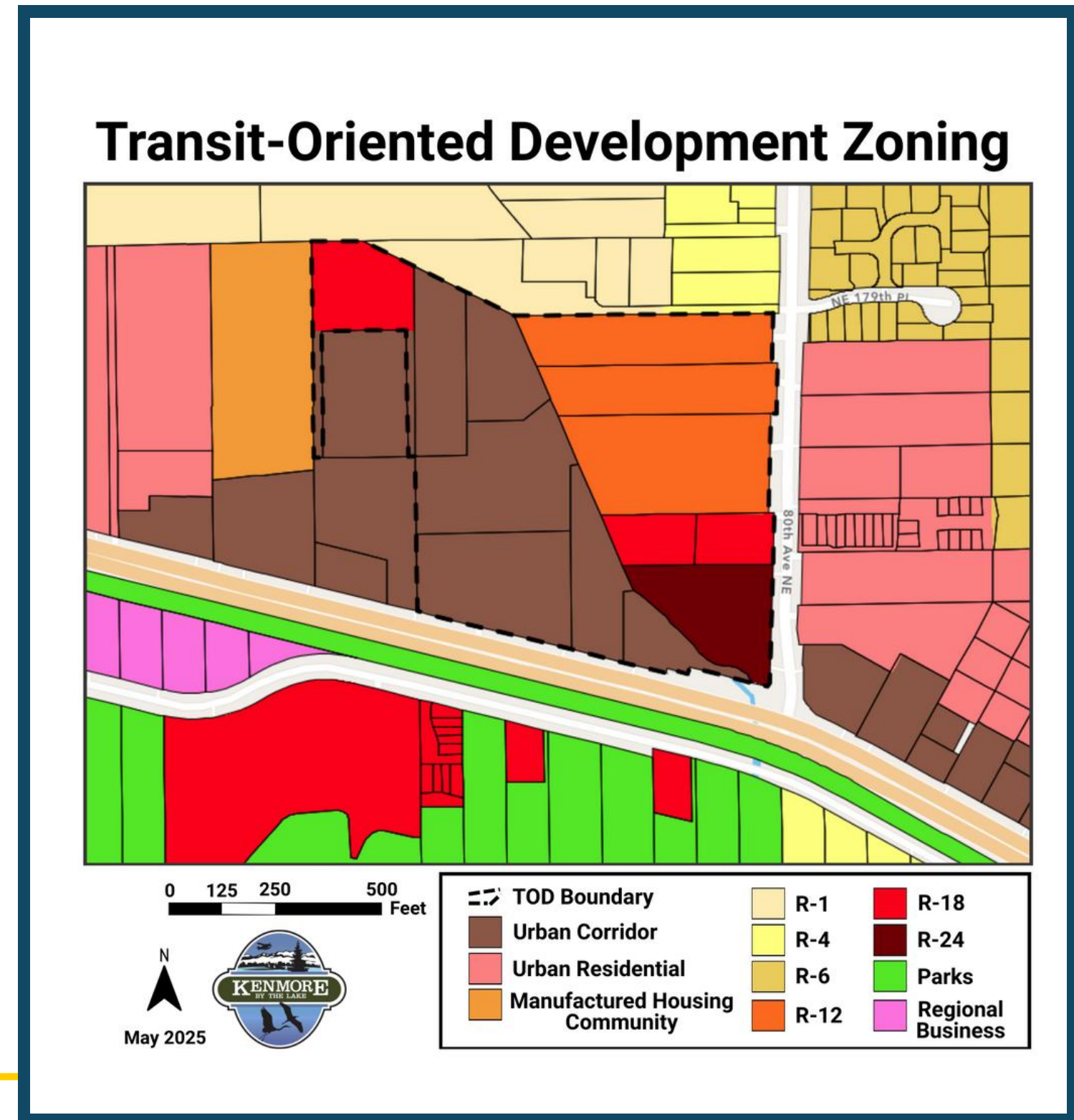
TOD Boundary



Policy Questions

1. Parcels with residential zoning (R12, R18, R24) with the option to comply with Transit Oriented Development (TOD) overlay regulations

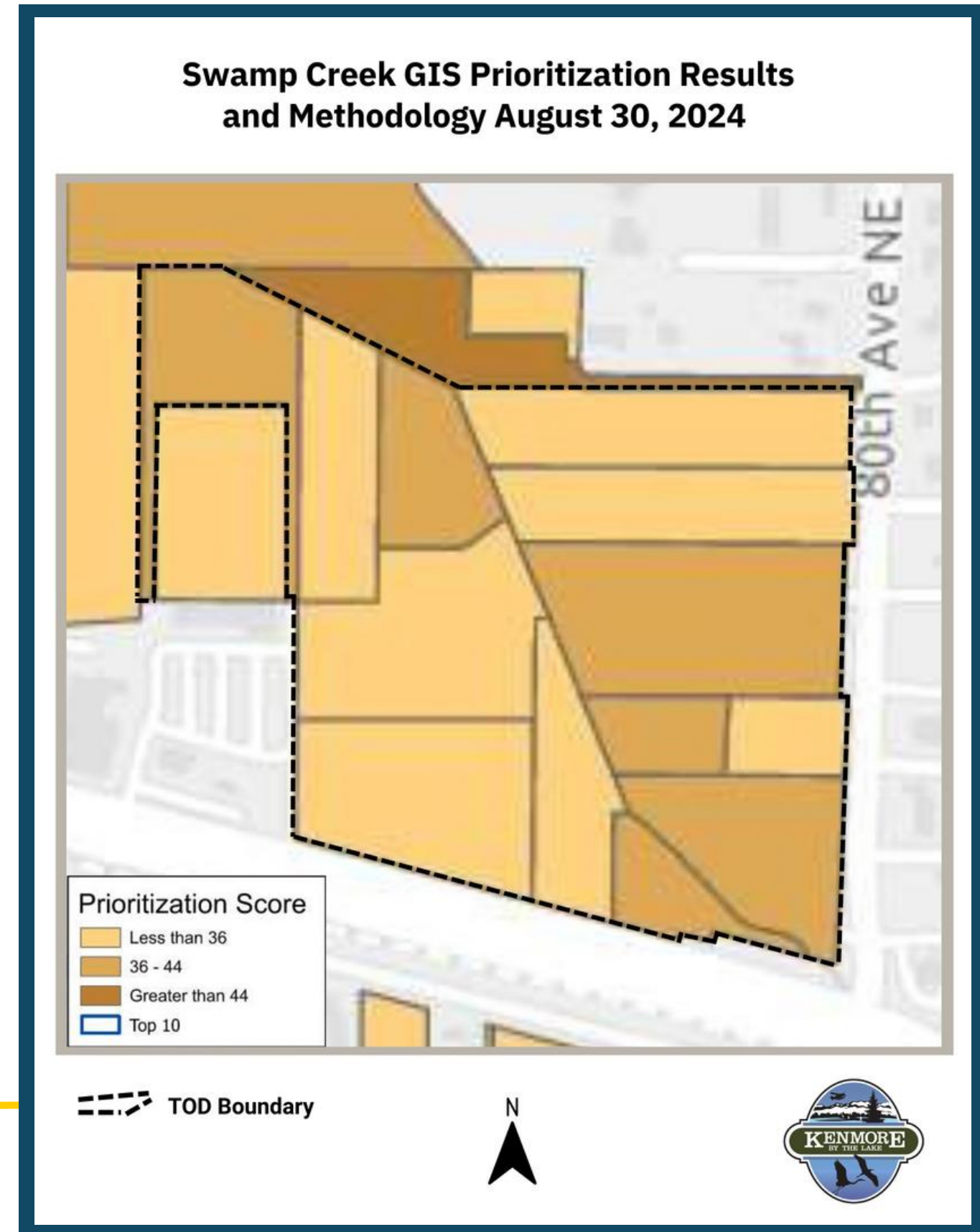
b. Should the zoning be changed to Urban Residential or should any amendments to the Urban Residential zone be considered?



Policy Questions

1. Parcels with residential zoning (R12, R18, R24) with the option to comply with Transit Oriented Development (TOD) overlay regulations

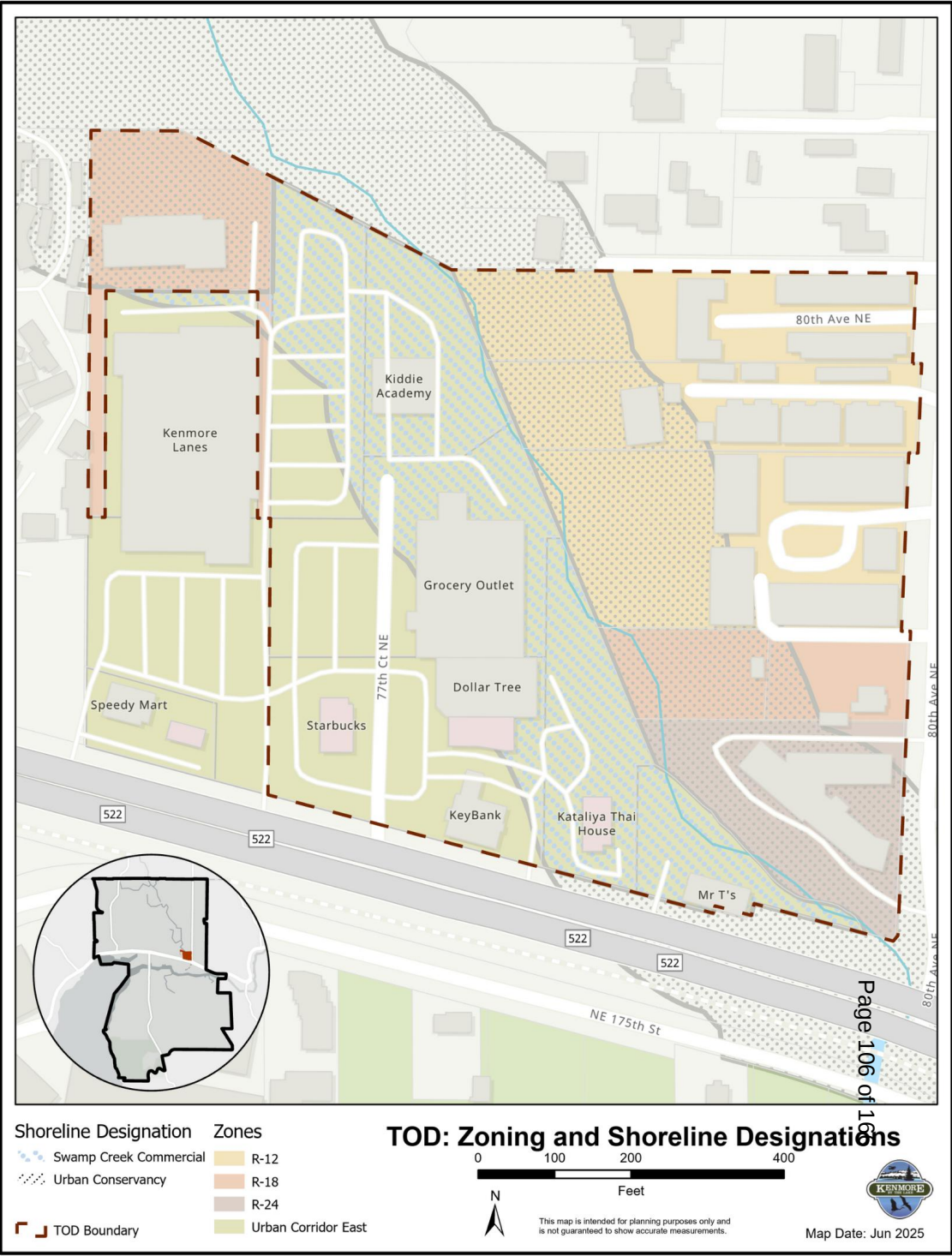
c. Should any amendments to proposed zoning regulations be considered based on the results of the Swamp Creek assessment study?



Policy Question 1

Levers of Zoning and Development for Environmental Preservation and Economic Development		
Environmental Preservation		Economic Development
↑	Setbacks	↓
↓	Height	↑
↓	Density	↑
↓	Impervious Surface	↑

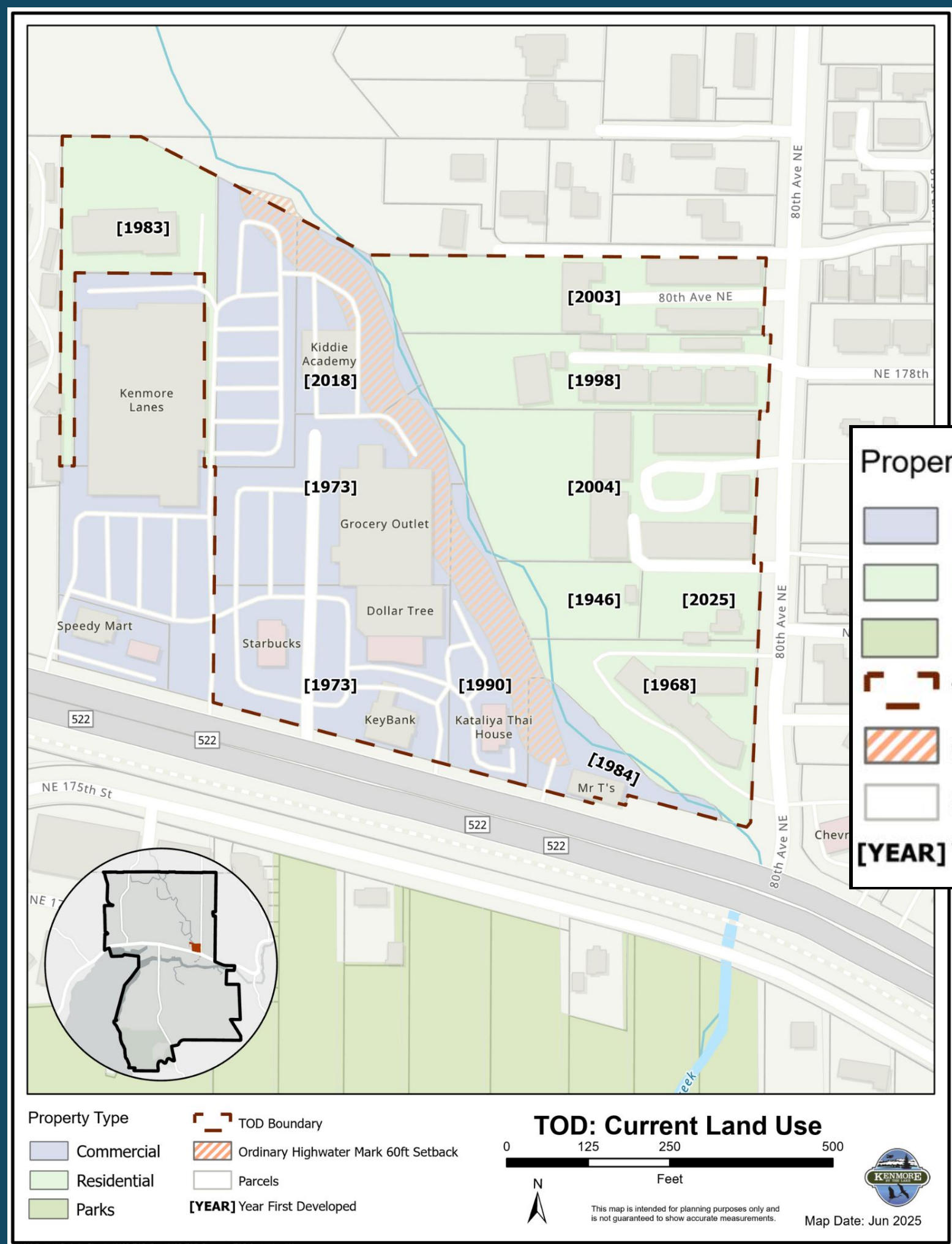
Zoning and Shoreline Standards Comparison								
	Zones					Overlay Zone	Shoreline	
Standards	R-12	R-18	R-24	UC East	Urban Residential	TOD	SCC	UC
Minimum Street Setback	10 ft.	10 ft.	10 ft.	10 ft.	10 ft. - SR-522; 0 ft. - Other streets			
Minimum Side/Interior Setback	5 ft.	5 ft.	5 ft.	20 ft.	5 ft.			
Minimum Rear Setback	5 ft.	5 ft.	5 ft.		5 ft.			
Base/Maximum Height	60 ft.	60 ft. 80 ft. ¹	60 ft. 80 ft. ¹	85 ft. ²	85 ft. ²	65 ft.	35 ft. ³	35 ft.
Minimum Density: Dwelling Units/Acre				60 du/ac	60 du/ac	60 du/ac		
Base Density: Dwelling Units/Acre	12 du/ac	18 du/ac	24 du/ac					
Maximum Density: Dwelling Units/Acre	18 du/ac	27 du/ac	36 du/ac	150 du/ac	150 du/ac	150 du/ac		
Minimum Density: Percentage	80%	75%	70%					
Maximum Impervious Surface	85%	85%	85%	90%	90%			
Minimum Lot Width	30 ft.	30 ft.	30 ft.		30 ft.			
Shoreline Buffer from OHWM on Swamp Creek based on land uses:								
Residential development; non-water oriented uses							60 ft.	150 ft.
Water-oriented uses							50 ft.	100 ft.
Building Setback from the Shoreline Buffer							15 ft.	15 ft.
Affordability				25% ^{4,5}	25% ⁵	10% ⁶		



Policy Questions

2. Parcels with Urban Corridor (UC) East zoning with the option to comply with Transit Oriented Development (TOD) overlay regulations

- a. Should the current UC East zoning with the TOD option be retained and should any amendments to the current zoning regulations be considered?



Property Type

- Commercial
- Residential
- Parks

TOD Boundary

Ordinary Highwater Mark 60ft Setback

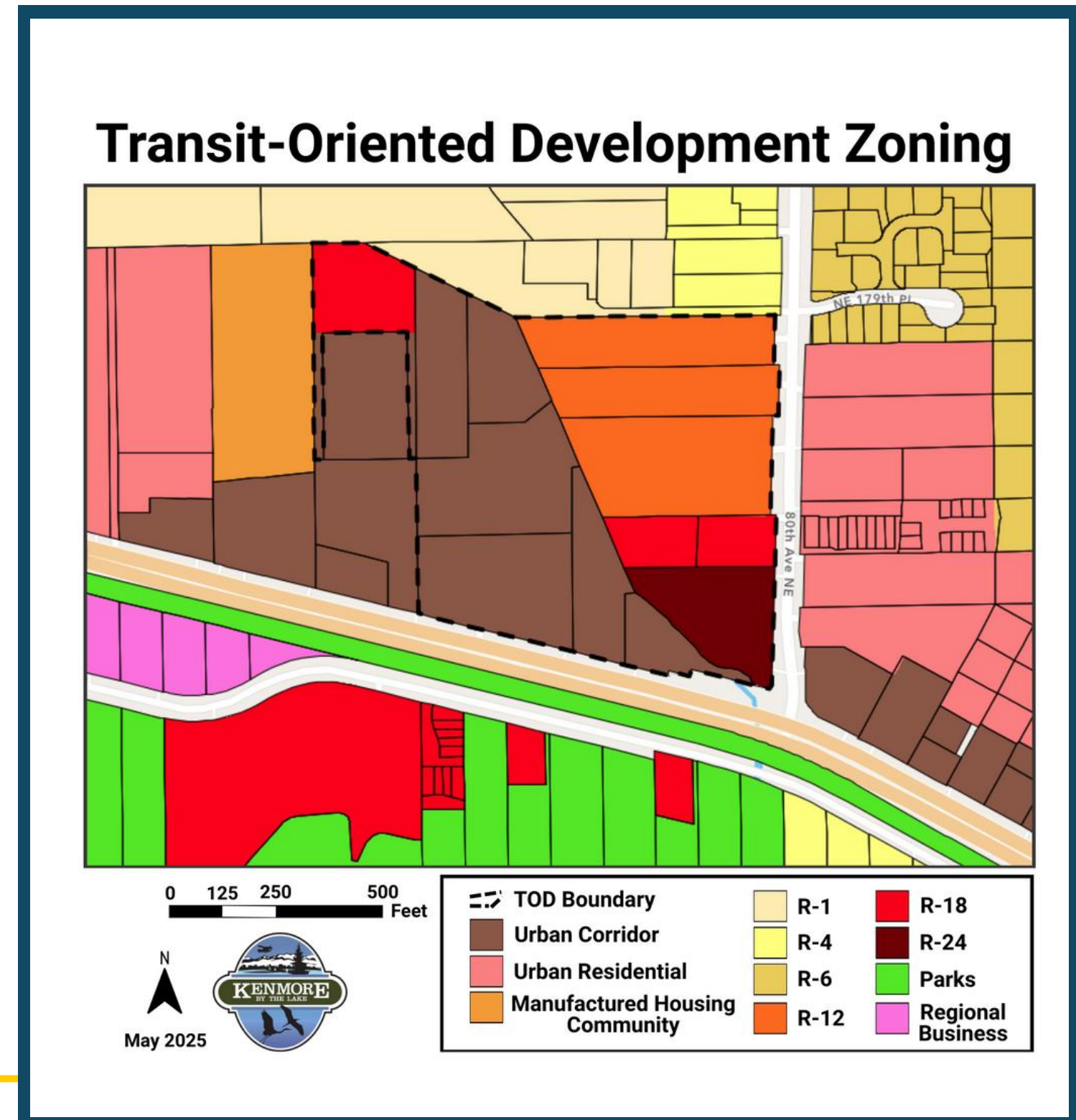
Parcels

[YEAR] Year First Developed

Policy Questions

2. Parcels with Urban Corridor (UC) East zoning with the option to comply with Transit Oriented Development (TOD) overlay regulations

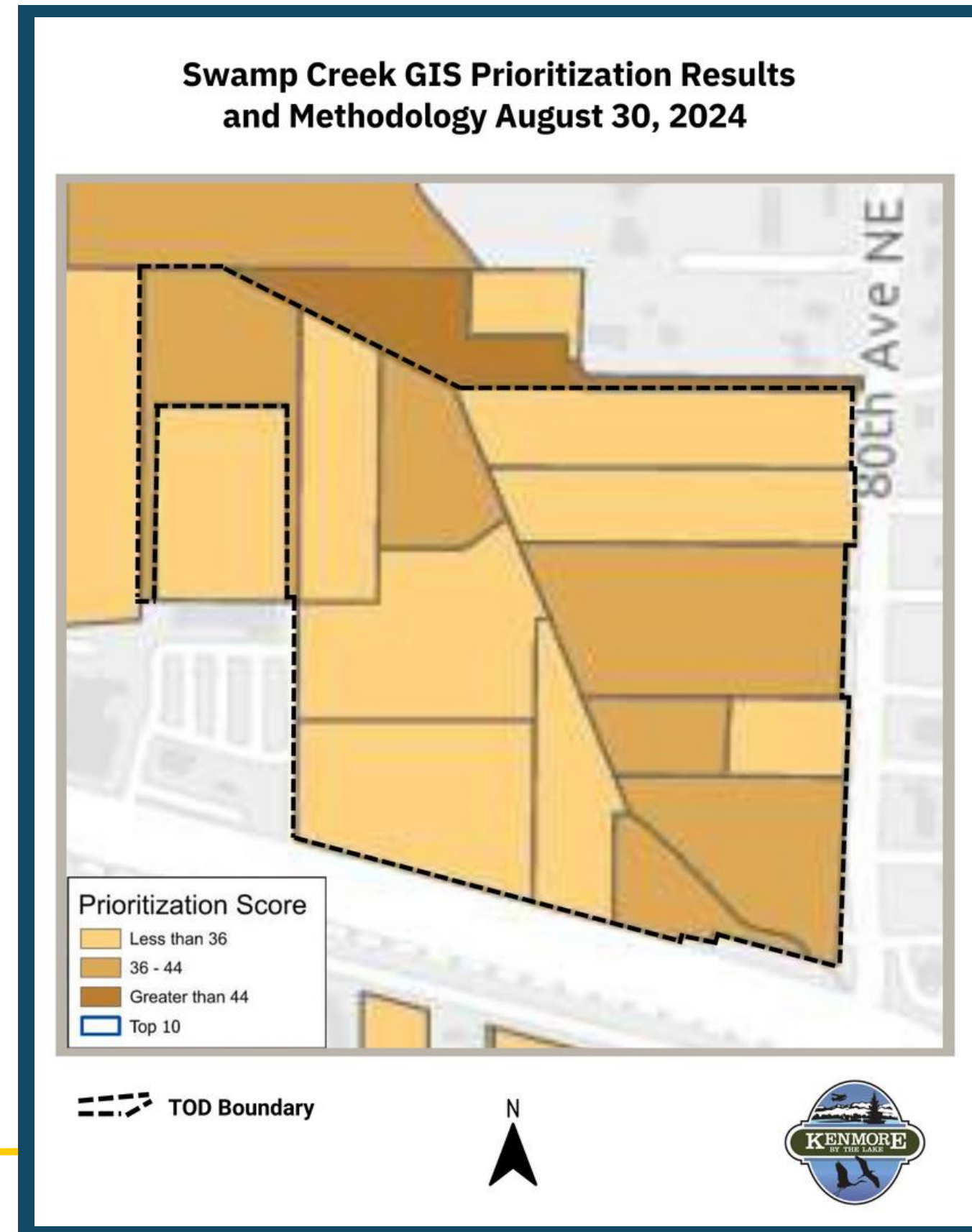
b. Should the zoning be changed or should any amendments be considered?



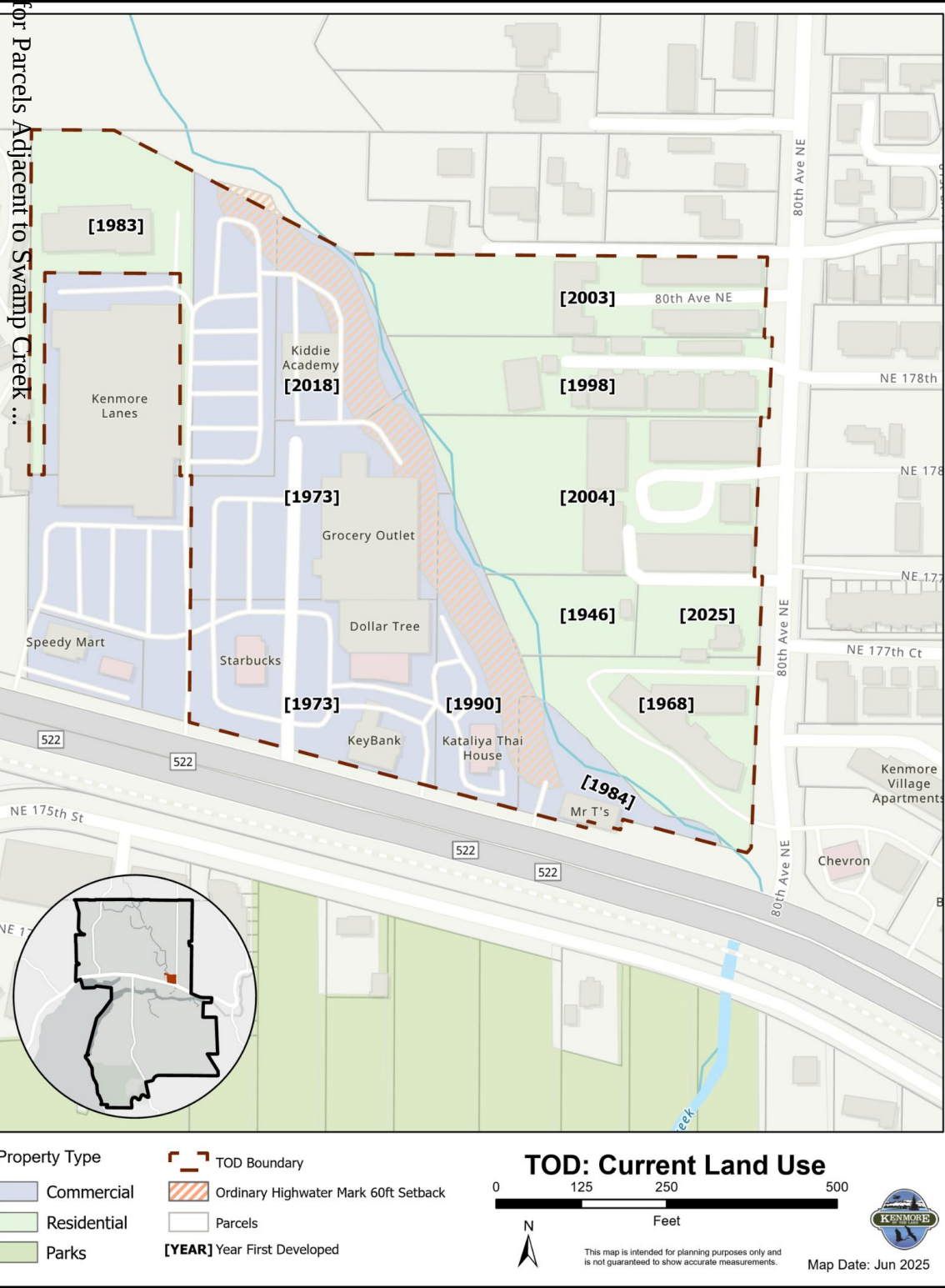
Policy Questions

2. Parcels with Urban Corridor (UC) East zoning with the option to comply with Transit Oriented Development (TOD) overlay regulations

c. Should any amendments to proposed zoning regulations be considered based on the results of the Swamp Creek assessment study?



Policy Question 2



Levers of Zoning and Development for Environmental Preservation and Economic Development		
Environmental Preservation		Economic Development
↑	Setbacks	↓
↓	Height	↑
↓	Density	↑
↓	Impervious Surface	↑

Zoning and Shoreline Standards Comparison								
	Zones					Overlay Zone	Shoreline	
Standards	R-12	R-18	R-24	UC East	Urban Residential	TOD	SCC	UC
Minimum Street Setback	10 ft.	10 ft.	10 ft.	10 ft.	10 ft. - SR-522; 0 ft. - Other streets			
Minimum Side/Interior Setback	5 ft.	5 ft.	5 ft.	20 ft.	5 ft.			
Minimum Rear Setback	5 ft.	5 ft.	5 ft.		5 ft.			
Base/Maximum Height	60 ft.	60 ft. 80 ft. ¹	60 ft. 80 ft. ¹	85 ft. ²	85 ft. ²	65 ft.	35 ft. ³	35 ft.
Minimum Density: Dwelling Units/Acre				60 du/ac	60 du/ac	60 du/ac		
Base Density: Dwelling Units/Acre	12 du/ac	18 du/ac	24 du/ac					
Maximum Density: Dwelling Units/Acre	18 du/ac	27 du/ac	36 du/ac	150 du/ac	150 du/ac	150 du/ac		
Minimum Density: Percentage	80%	75%	70%					
Maximum Impervious Surface	85%	85%	85%	90%	90%			
Minimum Lot Width	30 ft.	30 ft.	30 ft.		30 ft.			
Shoreline Buffer from OHWM on Swamp Creek based on land uses:								
Residential development; non-water oriented uses							60 ft.	150 ft.
Water-oriented uses							50 ft.	100 ft.
Building Setback from the Shoreline Buffer							15 ft.	15 ft.
Affordability				25% ^{4,5}	25% ⁵	10% ⁶		

For comments and questions:

Brittany Chue
Senior Planner, Community Development Department
bchue@kenmorewa.gov
425-984-6157

City Council Agenda Bill

City of Kenmore, WA



Meeting Date: 6/16/2025

Subject/Topic:	Proposed Council Action/Motion:
Chinook Salmon Conservation Planning in Water Resource Inventory Area (WRIA) 8 ILA Renewal Department: Environmental Services Prepared by: Richard Sawyer Environmental Services Director Attachments: 1 – WRIA 8 Interlocal Agreement	☐ Information Only ☐ Receive and File ☐ Discuss ☐ Provide Direction ☐ Public Hearing ☐ Adopt/Approve ☒ Authorize ☐ Other: Authorize interim City Manager to execute interlocal agreement for Chinook Salmon Conservation Planning for the Watershed Basins within Water Resource Inventory Area (WRIA) 8.

Approvals:

Department Head RS 6/5/2025 City Attorney NA Finance Director NA City Manager SL 6/5/2025 Optional N/A

Summary/Background:

Washington State is divided into several Watershed Resource Inventory Areas (WRIA) and Kenmore is in WRIA 8, which includes Lake Washington, Lake Sammamish, Cedar River, Sammamish River, and all their associated tributaries that drain to Puget Sound. To support the recovery of Chinook Salmon in WRIA 8, which are listed as threatened under the Endangered Species Act, several local governments (partners) got together and implemented an interlocal agreement in 2001 to develop the WRIA 8 Chinook Salmon Conservation Plan, or *Plan*, (2005, updated 2017) which is implemented by the WRIA 8 Salmon Recovery Council. Each partner has a voting delegate on this Council and they guide the implementation of the Plan. Kenmore's current delegate is Deputy Mayor O'Cain and the City's staff representative is Richard Sawyer.

ILA funding is provided by partner contributions, which are determined through a cost sharing formula that considers the percentage of the jurisdiction's population, assessed value and area. In 2025, Kenmore's annual contribution was \$9,533 of the total \$760,366 provided by all partners. Pass through grants to partners is also an important source of project funding and in 2025 included a \$4.2M Cooperative Watershed Management grant (King County Flood Control District), \$1.45M Puget Sound Acquisition & Restoration grant (WA), and \$526,634 Salmon Recovery Funding Board grant (WA & Federal). Kenmore has benefited from multiple pass-through grants on previous projects along Sammamish River.

This partnership has accomplished a lot for Chinook Salmon recovery in WRIA 8. A summary of highlights include:

- Over \$38M awarded in grants
- 200 projects with 2 project sponsors
 - 1.2 miles of levees removed or setback
 - 70.3 acres of floodplain reconnected
 - 45.3 streamside miles revegetated
 - 4,228 pieces of large wood installed
- 53 outreach & education grants with 13 sponsors
- 48 monitoring grants with 10 sponsors

Looking ahead to the next 10 years, this partnership will continue implementing Plan efforts that include a focus on habitat protection & restoration, Lake Washington Ship Canal improvements, addressing key survival issues impacting salmon (predation, temperature, artificial light, disease), improving integration between habitat restoration and stormwater management, and continued monitoring efforts.

The current ILA expires at the end of 2025. Deputy Mayor O'Cain, as delegate to the WRIA 8 Salmon Recovery Council, and staff ask for City Council's consideration to authorize the Interim City Manager to sign this Interlocal Agreement to continue the City's partnership with the WRIA 8 Salmon Recovery Council through 2035.

Previous Council Action(s):

N/A

Fiscal Consideration:

The 2025 partner contribution for Kenmore was \$9,533. Presuming that the number of partners participating in the ILA remains constant, the total ILA cost for 2026-2035 is estimated to be approximately \$100,000. Kenmore partner contributions are funded in the Surface Water Management (SWM) budget.

City Council Priorities or Budget Objective Being Addressed:

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

INTERLOCAL AGREEMENT

For Chinook Salmon Conservation Planning for the Watershed Basins within
Water Resource Inventory Area 8

PREAMBLE

THIS AGREEMENT ("Agreement") is entered into pursuant to Chapter 39.34 Revised Code of Washington (RCW) by and among the eligible governments signing this agreement that are located in King and Snohomish Counties, lying wholly or partially within the management area of the Lake Washington/Cedar/Sammamish Watershed or Watershed Resource Inventory Area ("WRIA") 8, which includes all or portions of the Lake Washington, Cedar River, and Sammamish River basins, all political subdivisions of the State of Washington (individually for those signing this Agreement, "party", and collectively "parties").

WHEREAS, the parties share interests in and responsibility for addressing long-term watershed planning and conservation of the aquatic ecosystems and floodplains for purposes of implementing the WRIA 8 Chinook Salmon Conservation Plan ("WRIA 8 Plan") and improving watershed health for the watershed basins in WRIA 8 and wish to provide for funding and implementation of various activities and projects therein; and

WHEREAS, Puget Sound Chinook salmon, including the WRIA 8 Cedar and Sammamish populations, were listed as threatened under the Endangered Species Act (ESA) in 1999 and steelhead trout were listed as threatened under ESA in 2007; and

WHEREAS, the parties recognize their participation in this Agreement demonstrates their commitment to proactively working to address the ESA listing of Chinook salmon; and

WHEREAS, the parties recognize achieving WRIA 8 salmon recovery and watershed health goals requires a recommitment to, and acceleration of, the collaborative implementation and funding of salmon recovery and watershed conservation actions, and

WHEREAS, the parties have executed Interlocal Agreement for the years 2001-2005 to develop the WRIA 8 Plan, contributed to the federally-approved Puget Sound Salmon Recovery Plan, and desire to continue providing efficient participation in the implementation of such plans; and

WHEREAS, the parties took formal action in 2005 to ratify the WRIA 8 Plan, and

WHEREAS, the parties have executed the 2001-2005 Interlocal Agreement, and extensions for the years 2007-2015 and 2016-2025 to implement the WRIA 8 Plan and improve watershed health; and

WHEREAS, the parties seek information on watershed conditions and salmon conservation and recovery needs to inform local decision-making bodies regarding actions in response to listings under the ESA; and

WHEREAS, the parties have participated for 20 years in prioritizing and contributing resources and funds for implementing projects and programs to protect and restore salmon habitat and watershed health; and

WHEREAS, the parties wish to monitor and evaluate implementation of the WRIA 8 Plan through adaptive management; and

WHEREAS, the parties wish to continue to identify, coordinate, and implement habitat, water quality, flood hazard reduction, and water quantity projects in the watersheds; and

WHEREAS, the parties recognize climate change is likely to affect watershed ecosystem function and processes, and salmon habitat restoration actions are a proactive approach to making the watershed ecosystem more resilient to changing conditions, which supports watershed health for human communities and salmon populations; and

WHEREAS, the parties have an interest in participating on the Puget Sound Salmon Recovery Council and other groups associated with Puget Sound recovery because of the contributions of the Lake Washington/Cedar/Sammamish Watershed to the overall health of Puget Sound and to collectively seek funding to implement the WRIA 8 Plan; and

WHEREAS, the parties have an interest in participating on the Washington Salmon Coalition and other groups associated with the Salmon Recovery Funding Board to collectively seek funding to implement the WRIA 8 Plan; and

WHEREAS, the parties have an interest in supporting implementation of the Puget Sound Partnership Action Agenda to restore the health of Puget Sound as it relates to salmon recovery and WRIA 8 priorities; and

WHEREAS, the parties recognize the importance of efforts to protect and restore habitat for multiple species in WRIA 8, including Lake Sammamish kokanee, and will seek opportunities to partner and coordinate Chinook recovery efforts with these other efforts where there are overlapping priorities and benefits; and

WHEREAS, the parties have an interest in achieving multiple benefits by integrating salmon recovery planning and actions with other regional efforts, including floodplain management, stormwater management, water quality improvement, etc.; and

WHEREAS, the parties recognize that identification of watershed issues, and implementation of salmon conservation and recovery actions may be carried out more efficiently if done cooperatively than if carried out separately and independently;

NOW, THEREFORE, in consideration of the mutual promises, benefits and covenants contained herein, the parties hereto do mutually covenant and agree as follows:

MUTUAL COVENANTS AND AGREEMENTS

1. **DEFINITIONS.** For purposes of this Agreement, the following terms shall have the meaning provided for below:
 - 1.1. **ELIGIBLE GOVERNMENTS:** The governments eligible for participation in this Agreement as parties are state, local, and federally recognized Indian tribal governments, state and local agencies, and special purpose districts within WRIA 8 boundary.
 - 1.2. **WRIA 8 ILA Parties:** The Parties to the WRIA 8 Interlocal Agreement (“Party” or “Parties”) are the *Eligible Governments* who sign this Agreement and are responsible for implementing this Agreement. The Parties to this ILA shall each designate a representative and alternate representative to the *WRIA 8 Salmon Recovery Council*.
 - 1.3. **WRIA 8 SALMON RECOVERY COUNCIL:** The *WRIA 8 Salmon Recovery Council* created herein is the governing body responsible for implementing this Agreement and is comprised of *Party* representatives and *Stakeholders*. The *WRIA 8 Salmon Recovery Council* is a voluntary association of *Eligible Governments* located wholly or partially within the management area of WRIA 8. The *WRIA 8 Salmon Recovery Council* shall be responsible for making recommendations for implementing the *WRIA 8 Plan* to the *Parties*.
 - 1.4. **LAKE WASHINGTON/CEDAR/SAMMAMISH WATERSHED (WRIA 8) CHINOOK SALMON CONSERVATION PLAN:** The *WRIA 8 Chinook Salmon Conservation Plan (WRIA 8 Plan)* as referred to herein is the three volume document, the 2017 update to the WRIA 8 Plan, and any subsequent updates adopted in accordance with the procedures provided for in Section 6 below, developed in partnership with *Stakeholders* and ratified by the *Parties* for the purposes of preserving, protecting, and restoring habitat with the intent to recover listed species, including sustainable, genetically diverse, harvestable populations of naturally spawning Chinook salmon.
 - 1.4. **MANAGEMENT COMMITTEE:** *Management Committee* as referred to herein is chosen by *Party* representatives, according to the voting procedures in Section 5 herein, charged with certain oversight and administrative duties on behalf of the *Parties* as provided in Section 4.2.
 - 1.5. **SERVICE PROVIDER:** *Service Provider*, as used herein, means that agency, government, consultant or other entity which supplies staffing or other resources to and for the *WRIA 8 Salmon Recovery Council*, in exchange for payment. The *Service Provider* may be a party to this Agreement.
 - 1.6. **FISCAL AGENT:** The *Fiscal Agent* refers to that agency or government which performs all accounting services for the *WRIA 8 Salmon Recovery Council*, as it may require, in accordance with the requirements of Chapter 39.34 RCW.

- 1.7 **STAKEHOLDERS:** *Stakeholders* refers to those public and private entities within WRIA 8 who reflect the diverse interests integral for planning, implementation, and adaptive management of the **WRIA 8 Plan**.
2. **PURPOSES.** The purposes of this Agreement include the following:
 - 2.1 To provide a mechanism and governance structure for the implementation and adaptive management of the **WRIA 8 Plan**.
 - 2.2 To share the cost of the WRIA 8 Service Provider team to coordinate and provide the services necessary for the successful implementation and management of the **WRIA 8 Plan**. The maximum financial or resource obligation of any participating eligible jurisdiction under this Agreement shall be limited to its share of the cost of the Service Provider staff and associated operating costs.
 - 2.3 To provide a mechanism for securing technical assistance and funding from state agencies or other sources.
 - 2.4 To provide a mechanism for the implementation of other multiple benefit habitat, water quality and floodplain management projects with local, regional, state, federal and non-profit funds as may be contributed to or secured by the **WRIA 8 Salmon Recovery Council**.
 - 2.5 To annually recommend WRIA 8 salmon recovery programs and projects for funding by the King County Flood Control District through the District's Cooperative Watershed Management grant program.
 - 2.6 To serve as the salmon recovery "Lead Entity" as designated by state law (Chapter 77.85 RCW) for WRIA 8. The Lead Entity is responsible for developing a salmon recovery strategy, working with project sponsors to develop projects, convening local technical and citizen committees to annually recommend WRIA 8 salmon habitat restoration and protection projects for funding by the State of Washington Salmon Recovery Funding Board, and representing WRIA 8 in Puget Sound region and statewide salmon recovery forums.
 - 2.7 To provide a framework for cooperation and coordination among the parties on issues relating to the implementation of the **WRIA 8 Plan** and to meet the requirement or a commitment by any party to participate in WRIA-based or watershed basin planning in response to any state or federal law which may require such participation as a condition of any funding, permitting or other program of state or federal agencies, at the discretion of such party to this Agreement.
 - 2.8 To develop and articulate WRIA-based positions on salmon habitat, conservation, and funding to state and federal legislators.
 - 2.9 To provide for the ongoing participation of residents and other **Stakeholders** in salmon recovery and other watershed efforts and to ensure continued public outreach efforts to

educate and garner support for current and future watershed and ESA listed species response efforts in accordance with the **WRIA 8 Plan**.

- 2.10 To provide information for parties to use to inform land use planning, regulations, and outreach and education programs.
- 2.11 To provide a mechanism for on-going monitoring and adaptive management of the **WRIA 8 Plan** as defined in the Plan.

It is not the purpose or intent of this Agreement to create, supplant, preempt, or supersede the authority or role of any individual jurisdiction or water quality policy bodies such as the Regional Water Quality Committee.

- 3. **EFFECTIVE DATE AND TERM.** This Agreement shall become effective on execution by at least nine (9) of the **Eligible Governments** representing at least seventy percent (70%) of the affected population, as authorized by each **Parties'** legislative body, and further provided that after such signatures this Agreement has been filed by King County and Snohomish County in accordance with the terms of RCW 39.34.040 and 200. Once effective, this Agreement shall remain in effect through December 31, 2035; provided, however, that this Agreement may be extended for such additional terms as the parties may agree to in writing, with such extension being effective upon its execution by at least nine (9) of the **Eligible Governments** representing at least seventy percent (70%) of the affected population of WRIA 8.

- 4. **ORGANIZATION AND MEMBERSHIP.** The parties hereby establish **WRIA 8 Salmon Recovery Council** to serve as the formal governance structure for carrying out the purposes of this Agreement in collaboration with **Stakeholders**.

- 4.1 Each **Party** shall appoint one (1) elected official and one (1) alternate to serve as its representative on the **WRIA 8 Salmon Recovery Council**. The alternate representative may be a different elected official or senior staff person. **Party** representatives shall be responsible for maintaining the **Party's** status as an active party by attending **WRIA 8 Salmon Recovery Council** meetings. A **Party** representative's position will be considered inactive on the third consecutive absence and shall not be included in calculating a quorum under Section 5.1. **Stakeholders** shall be appointed or removed by **Party** representatives using the voting provisions of Section 5.3 of this Agreement.

- 4.2 Upon the effective execution of this agreement and the appointment of representatives to the **WRIA 8 Salmon Recovery Council**, the **WRIA 8 Salmon Recovery Council** shall meet and choose from among the **Party** representatives, according to the voting provisions of Section 5, at least five (5) elected officials or their designees, to serve as a **Management Committee** to oversee and direct the scope of work, funds, and personnel agreed to and contributed under this Agreement, in accordance with the adopted annual budget, work program, and such other directions as may be provided by the **WRIA 8 Salmon Recovery Council**. Representatives of the **Fiscal Agent** and **Service Provider**

may serve as non-voting ex officio members of the **Management Committee**. The **Management Committee** shall act as an executive subcommittee of the **WRIA 8 Salmon Recovery Council**, responsible for oversight and evaluation of any **Service Providers** or consultants, administration of the budget and work program, and for providing recommendations on administrative matters to the **WRIA 8 Salmon Recovery Council** for action, consistent with the other subsections of this section.

- 4.3 The **Service Provider** to the **WRIA 8 Salmon Recovery Council** for the term of this agreement shall be King County Department of Natural Resources and Parks, unless the **Parties**, pursuant to the voting provisions of Section 5, choose another primary **Service Provider**. The **Management Committee** shall prepare a Memorandum of Understanding to be signed by an authorized representative of the **Service Provider** and an authorized representative of **WRIA 8 Salmon Recovery Council**, which shall set out the expectations for services to be provided. Services should include, without limitation, identification of, and job descriptions for, dedicated staff, description of any supervisory role retained by the **Service Provider** over any staff performing services under this Agreement, and a method of regular consultation between the **Service Provider** and the **Management Committee** concerning the performance of services hereunder.

4.3.1 The **Management Committee** shall make recommendations to the **WRIA 8 Salmon Recovery Council** for action, including decisions related to work program, staffing and service agreements, and budget and financial operations, annually for each year of this Agreement. All duties of the **Management Committee** shall be established by the **WRIA 8 Salmon Recovery Council**.

- 4.4 By October 1 of each year, the **WRIA 8 Salmon Recovery Council** shall develop and approve an annual budget, establishing the level of funding and total resource obligations of the **Parties** which are to be allocated on a proportional basis according to the average of the population, assessed valuation and area attributable to each **Parties**, in accordance with the formula set forth in Exhibit A, which formula shall be updated every third year by the **WRIA 8 Salmon Recovery Council**. Individual cost shares may change more frequently than every three years for **Parties** involved in an annexation that changes the area, population, and assessed value calculation of such party to the extent that the cost shares established by the formula set forth in Exhibit A would be changed by such annexation. For parties that are not county or city governments, the level of funding and resource obligation will be determined in communications with the **Management Committee**, which will develop a recommendation for review and approval by the **WRIA 8 Salmon Recovery Council**.

- 4.5 **Party** representatives of the **WRIA 8 Salmon Recovery Council** shall oversee and administer the expenditure of budgeted funds and allocate resources contributed by each

Party or obtained from other sources in accordance with implementation and adaptive management of the **WRIA 8 Plan** during each year of this Agreement.

- 4.6 The **WRIA 8 Salmon Recovery Council** shall review and evaluate the duties to be assigned to the **Management Committee** hereunder and the performance of the **Fiscal Agent** and **Service Provider** to this Agreement and provide for whatever actions deemed appropriate and necessary to ensure that quality services are efficiently, effectively, and responsibly delivered in the performance of the purposes of this Agreement. The performance of the Service Provider and Fiscal Agent shall be assessed every two years starting in 2027. In evaluating the performance of any **Service Provider**, the **WRIA 8 Salmon Recovery Council** may retain an outside consultant to perform a professional assessment of the work and services so provided.
- 4.7 The **WRIA 8 Salmon Recovery Council** through the primary **Service Provider** may contract with similar watershed forum governing bodies or any other entities for any lawful purpose related hereto, including specific functions and tasks which are initiated and led by another party to this Agreement beyond the services provided by the primary **Service Provider**. The **Parties** may choose to create a separate legal or administrative entity under applicable state law, including without limitation a nonprofit corporation or general partnership, to accept private gifts, grants or financial contributions, or for any other lawful purposes. Nothing in this Agreement shall be construed as creating a separate legal or administrative entity. The **Parties** acknowledge neither the **WRIA 8 Salmon Recovery Council** nor the **Management Committee** is a separate legal entity.
- 4.8 The **WRIA 8 Salmon Recovery Council** shall adopt operating and voting procedures for its deliberations, but such procedures shall not affect the voting provisions contained in Section 5. The **WRIA 8 Salmon Recovery Council** shall also adopt other rules and procedures that are consistent with its purposes as stated herein and are necessary for its operation.
5. **VOTING.** The **Parties** on the **WRIA 8 Salmon Recovery Council** shall make decisions; approve scopes of work, budgets, priorities and any other actions necessary to carry out the purposes of this Agreement as follows:
 - 5.1 Decisions shall be made using a consensus model as much as possible. Each **Party** agrees to use its best efforts and exercise good faith in consensus decision-making. Consensus may be reached by unanimous agreement of the **Parties** at the meeting, or by a majority recommendation agreed upon by the active **Parties**, as specified in Section 4.1, with a minority report. Any **Party** who does not accept a majority decision may request weighted voting as set forth below. No action or binding decision will be taken by the **WRIA 8 Salmon Recovery Council** without the presence of a quorum of active **Parties**. A quorum exists if a majority of the active **Parties'** representatives are present

at the **WRIA 8 Salmon Recovery Council** meeting, provided that positions left vacant on the **WRIA 8 Salmon Recovery Council** by **Parties** shall not be included in calculating the quorum.

- 5.2 In the event consensus cannot be achieved, as determined by rules and procedures adopted by the **WRIA 8 Salmon Recovery Council**, the **WRIA 8 Salmon Recovery Council** shall take action on a dual-majority basis, as follows:
 - 5.2.1 Each **Party**, through its appointed representative, may cast its weighted vote in connection with a proposed **WRIA 8 Salmon Recovery Council** action.
 - 5.2.2 The weighted vote of each **Party** in relation to the weighted votes of each of the other **WRIA 8 ILA Parties** shall be determined by the percentage of the annual contribution by each **Party** set in accordance with Subsection 4.4 in the year in which the vote is taken.
 - 5.2.3 For any action subject to weighted voting to be deemed approved, an affirmative vote must be cast by both a majority of the active **Parties** and by a majority of the weighted votes of the active **Parties**. A vote of abstention shall be recorded as a “no” vote.
- 5.3 The **WRIA 8 Salmon Recovery Council** may deem it appropriate to appoint to the **WRIA 8 Salmon Recovery Council** non-party **Stakeholder**.
 - 5.3.1 Nomination of **Stakeholder** may be made by any **Party** representative to the **WRIA 8 Salmon Recovery Council**. Appointment to the **WRIA 8 Salmon Recovery Council** of a **Stakeholder** requires either consensus or a dual majority vote of the **Parties** as provided in Section 5.2.
 - 5.3.2 **Party** representatives on the **WRIA 8 Salmon Recovery Council** may deem it appropriate to allow **Stakeholders** to vote on particular **WRIA 8 Salmon Recovery Council** decisions. The **WRIA 8 Salmon Recovery Council** may determine which issues are appropriate for non-party voting by either consensus or majority as provided in Section 5.1, except in the case where legislation requires non-party member votes. **Stakeholders** shall not cast a vote for decisions subject to voting under Section 5.2.
 - 5.3.3 Decisions of the entire **WRIA 8 Salmon Recovery Council** shall be made using a consensus model as much as possible. Voting of the entire **WRIA 8 Salmon Recovery Council** will be determined by consensus or majority as provided in Section 5.1.
 - 5.3.4 By accepting appointment to the **WRIA 8 Salmon Recovery Council**, **Stakeholders** agree to follow the operating and voting procedures established by Section 4.8 and shall not distribute any version or amendment to the **WRIA 8 Plan** which has not been ratified consistent with Section 6.5.

6. **IMPLEMENTATION and ADAPTIVE MANAGEMENT OF THE WRIA 8 CHINOOK SALMON**

CONSERVATION PLAN. The ***WRIA 8 Plan*** shall be implemented consistent with the following:

- 6.1 The ***WRIA 8 Salmon Recovery Council*** shall provide information to the ***Parties*** regarding progress in achieving the goals and objectives of the ***WRIA 8 Plan***. Recommendations of the ***WRIA 8 Salmon Recovery Council*** are to be consistent with the purposes of this Agreement. The ***WRIA 8 Salmon Recovery Council*** may authorize additional advisory bodies on priority topics such as subcommittees and work groups.
- 6.2 The ***WRIA 8 Salmon Recovery Council*** shall act to approve or remand any ***WRIA 8 Plan*** amendments prepared and recommended by the committees of the ***WRIA 8 Salmon Recovery Council*** within ninety (90) calendar days of receipt of the plan amendments, according to the voting procedures described in Section 5. In the event any amendments are not so approved, they shall be returned to the committees of the ***WRIA 8 Salmon Recovery Council*** for further consideration and amendment and thereafter returned to the ***WRIA 8 Salmon Recovery Council*** for decision.
- 6.3 After approval of the ***WRIA 8 Plan*** amendments by the ***WRIA 8 Salmon Recovery Council***, the plan amendments shall be referred to the ***Parties*** for ratification prior to the submission to any federal or state agency for further action. Ratification means an affirmative action, evidenced by a resolution, motion, or ordinance of the jurisdiction's legislative body, by at least nine (9) jurisdictions within WRIA 8 representing at least seventy per cent (70%) of the total population of WRIA 8. Upon ratification, the ***WRIA 8 Salmon Recovery Council*** shall transmit the updated ***WRIA 8 Plan*** to any state or federal agency as may be required for further action.
- 6.4 In the event that any state or federal agency to which the ***WRIA 8 Plan*** or amendments thereto are submitted shall remand the ***WRIA 8 Plan*** or amendments thereto for further consideration, the ***WRIA 8 Salmon Recovery Council*** shall conduct such further consideration and may refer the plan or amendments to the committees of the ***WRIA 8 Salmon Recovery Council*** for recommendation on amendments thereto.
- 6.5 The ***Parties*** agree that any amendments to the ***WRIA 8 Plan*** shall not be forwarded separately by any ***Party*** or ***Stakeholder*** to any regional, state, or federal agency unless the changes have been approved and ratified as provided herein.

7. **OBLIGATIONS OF PARTIES; BUDGET; FISCAL AGENT; RULES.**

- 7.1 Each ***Party*** shall be responsible for meeting its individual financial obligations hereunder as described in Section 2.2 and established in the annual budget adopted by the ***WRIA 8 Salmon Recovery Council*** under this Agreement and described in Section 4.4.

- 7.2 The maximum funding responsibilities imposed upon the **Party** during each year of this Agreement shall not exceed the amounts that are established annually pursuant to Section 4.4 herein.
- 7.3 No later than October 1 of each year of this Agreement, the **WRIA 8 Salmon Recovery Council** shall adopt a budget, including its overhead and administrative costs, for the following calendar year. The budget shall propose the level of funding and other responsibilities (e.g., staffing) of the individual **Parties** for the following calendar year and shall propose the levels of funding and resources to be allocated to specific prioritized planning and implementation activities within WRIA 8. The **Parties** shall thereafter take whatever separate legislative or other actions that may be necessary to timely address such individual responsibilities under the proposed budget and shall have done so no later than December 1 of each such year.
- 7.4 Funds collected from the **Parties** or other sources on behalf of the **WRIA 8 Salmon Recovery Council** shall be maintained in a special fund by King County as **Fiscal Agent** and as *ex officio* treasurer on behalf of the **WRIA 8 Salmon Recovery Council** pursuant to rules and procedures established and agreed to by the **WRIA 8 Salmon Recovery Council**. Such rules and procedures shall set out billing practices and collection procedures and any other procedures as may be necessary to provide for its efficient administration and operation.
- 7.5 Any **Party** to this Agreement may inspect and review all records maintained in connection with such fund at any reasonable time.
8. **LATECOMERS.** Any **Eligible Government** may become a **Party** only with the written consent of all the **Parties**. The provisions of Section 5 otherwise governing decisions of the **WRIA 8 Salmon Recovery Council** shall not apply to this section. The **WRIA 8 Salmon Recovery Council** and the **Eligible Government** seeking to become a party shall jointly determine the terms and conditions under which the **Eligible Government** may become a **Party**. The terms and conditions shall include payment of an amount by the new **Party** to the **Fiscal Agent**. The amount of payment is determined jointly by the **WRIA 8 Salmon Recovery Council** and the new **Party**. The payment of the new **Party** is to be a fair and proportionate share of all costs associated with activities undertaken by the **WRIA 8 Salmon Recovery Council** and the **Parties** on its behalf as of the date the **Eligible Government** becomes a **Party**. Any **Eligible Government** that becomes a **Party** pursuant to this section shall thereby assume the general rights and responsibilities of all other **Parties** to this Agreement.
9. **TERMINATION.**
- 9.1 Termination can only occur on an annual basis, beginning on January 1 of each calendar year, and then only if the terminating **Party**, through action of its governing body, provides at least sixty (60) days' prior written notice of its intent to terminate. The

terminating **Party** shall remain fully responsible for meeting all of its funding and other obligations through the end of the calendar year in which such notice is given, together with any other costs that may have been incurred on behalf of such terminating **Party** up to the effective date of such termination. It is possible that the makeup of the **Parties** to this Agreement may change from time to time. Regardless of any such changes, the **Parties** choosing not to exercise the right of termination shall each remain obligated to meet their respective share of the obligations of the **WRIA 8 Salmon Recovery Council** as reflected in the annual budget. The shares of any terminating **Party** shall not be the obligation of any of the **Parties** not choosing to exercise the right of termination.

- 9.2 This Agreement may be terminated at any time by the written agreement of all **Parties**. In the event this Agreement is terminated all unexpended funds shall be refunded to the parties pro rata based on each **Party's** cost share percentage of the total budgeted funds and any real or personal property acquired to carry out the purposes of this Agreement shall be returned to the contributing party if such **Party** can be identified, and if the party cannot be identified, the property shall be disposed of and the proceeds distributed pro rata as described above for unexpended funds.
10. **PROPERTY:** The **Parties** do not contemplate a need to acquire or hold property to facilitate the purpose of this agreement. To the extent property is acquired on behalf of the **WRIA 8 Salmon Recovery Council**, the ownership of said property shall be retained by the purchasing **Party** and said property will be returned to the purchasing **Party** upon termination of the agreement and/or the purchasing **Party's** participation in the agreement.
11. **HOLD HARMLESS AND INDEMNIFICATION.** To the extent permitted by federal law as governing to tribes and state law as to all other **Parties**, and for the limited purposes set forth in this agreement, each **Party** shall protect, defend, hold harmless and indemnify the other **Parties**, their officers, elected officials, agents and employees, while acting within the scope of their employment as such, from and against any and all claims (including demands, suits, penalties, liabilities, damages, costs, expenses, or losses of any kind or nature whatsoever) arising out of or in any way resulting from such **Party's** own negligent acts or omissions related to such **Party's** participation and obligations under this Agreement. Each **Party's** agrees that its obligations under this subsection extend to any claim, demand, and/or cause of action brought by or on behalf of any of its employees or agents. For this purpose, each **Party**, by mutual negotiation, hereby waives, with respect to the other **Parties** only, any immunity that would otherwise be available against such claims under the industrial insurance act provisions of Title 51 RCW. The provisions of this section shall survive and continue to be applicable to parties exercising the right of termination pursuant to Section 9.
12. **NO ASSUMPTION OF LIABILITY.** In no event do the **Parties** to this Agreement intend to assume any responsibility, risk or liability of any other **Party** to this Agreement or otherwise with

regard to any **Party's** duties, responsibilities or liabilities under the Endangered Species Act, or any other act, statute or regulation of any local municipality or government, the State of Washington or the United States.

13. **VOLUNTARY AGREEMENT.** This agreement is voluntary and it is acknowledged and agreed that, in entering into this Agreement, no **Party** is committing to adopt or implement any actions or recommendations that may be contained in the **WRIA 8 Plan** pursuant to this Agreement.
14. **NO PRECLUSION OF ACTIVITIES OR PROJECTS.** Nothing herein shall preclude any one or more of the **Parties** to this Agreement from choosing or agreeing to fund or implement any work, activities or projects associated with any of the purposes hereunder by separate agreement or action, provided that any such decision or agreement shall not impose any funding, participation or other obligation of any kind on any party to this Agreement which is not a **Party** to such decision or agreement.
15. **NO THIRD PARTY RIGHTS.** Nothing contained in this Agreement is intended to, nor shall it be construed to, create any rights in any third party, including without limitation the non-party members, National Marine Fisheries Service, United States Fish and Wildlife Service, any agency or department of the United States, or the State of Washington, or to form the basis for any liability on the part of the **WRIA 8 Salmon Recovery Council** or any of the **Parties**, or their officers, elected officials, agents and employees, to any third party.
16. **AMENDMENTS.** This Agreement may be amended, altered, or clarified only by the unanimous consent of the **Parties** to this Agreement, represented by affirmative action by each **Party's** legislative body.
17. **COUNTERPARTS.** This Agreement may be executed in counterparts.
18. **APPROVAL BY PARTIES' GOVERNING BODIES.** The governing body of each **Party** must approve this Agreement before any representative of such **Party** may sign this Agreement.
19. **FILING OF AGREEMENT.** This Agreement shall be filed by King County and Snohomish County in accordance with the provisions of RCW 39.34.040 and .200 and with the terms of Section 3 herein.
20. **PREVIOUS INTERLOCAL.** This Agreement shall repeal and replace the **Parties'** previous interlocal agreement, which was expected to terminate on December 31, 2025, and was adopted on or about July 16, 2015.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates indicated below:

Approved as to form:

TOWN OF BEAUX ARTS VILLAGE:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF BELLEVUE:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF BOTHELL:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF CLYDE HILL:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF EDMONDS:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF EVERETT:

By: _____

By: _____

Title: _____

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Date: _____

Date: _____

Approved as to form:

TOWN OF HUNTS POINT:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF ISSAQUAH:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF KENMORE:

By: _____

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Date: _____

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CITY OF KENT:

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KING COUNTY:

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Approved as to form:

CITY OF KIRKLAND:

By: _____

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Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF LAKE FOREST PARK:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF MAPLE VALLEY:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF MEDINA:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF MERCER ISLAND:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF MILL CREEK:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF MOUNTLAKE TERRACE:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF MUKILTEO:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF NEWCASTLE:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF REDMOND:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF RENTON:

By: _____

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Approved as to form:

CITY OF SAMMAMISH:

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CITY OF SHORELINE:

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By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

SNOHOMISH COUNTY:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF WOODINVILLE:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

TOWN OF WOODWAY:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

TOWN OF YARROW POINT:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Lake Washington/Cedar/Sammamish Watershed (WRIA 8) Salmon Recovery



Interlocal Agreement Briefing
June 16, 2025



CITY OF KENMORE
ENVIRONMENTAL SERVICES



Presentation Outline

Goal: Provide Council context for consideration of 2026-2035
Interlocal Agreement (ILA) Renewal

- I. Salmon Recovery Context
- II. WRIA 8 Chinook Salmon Conservation Plan
- III. ILA Overview
- IV. Funding & Accomplishments
- V. Looking Forward

Salmon Recovery Timeline

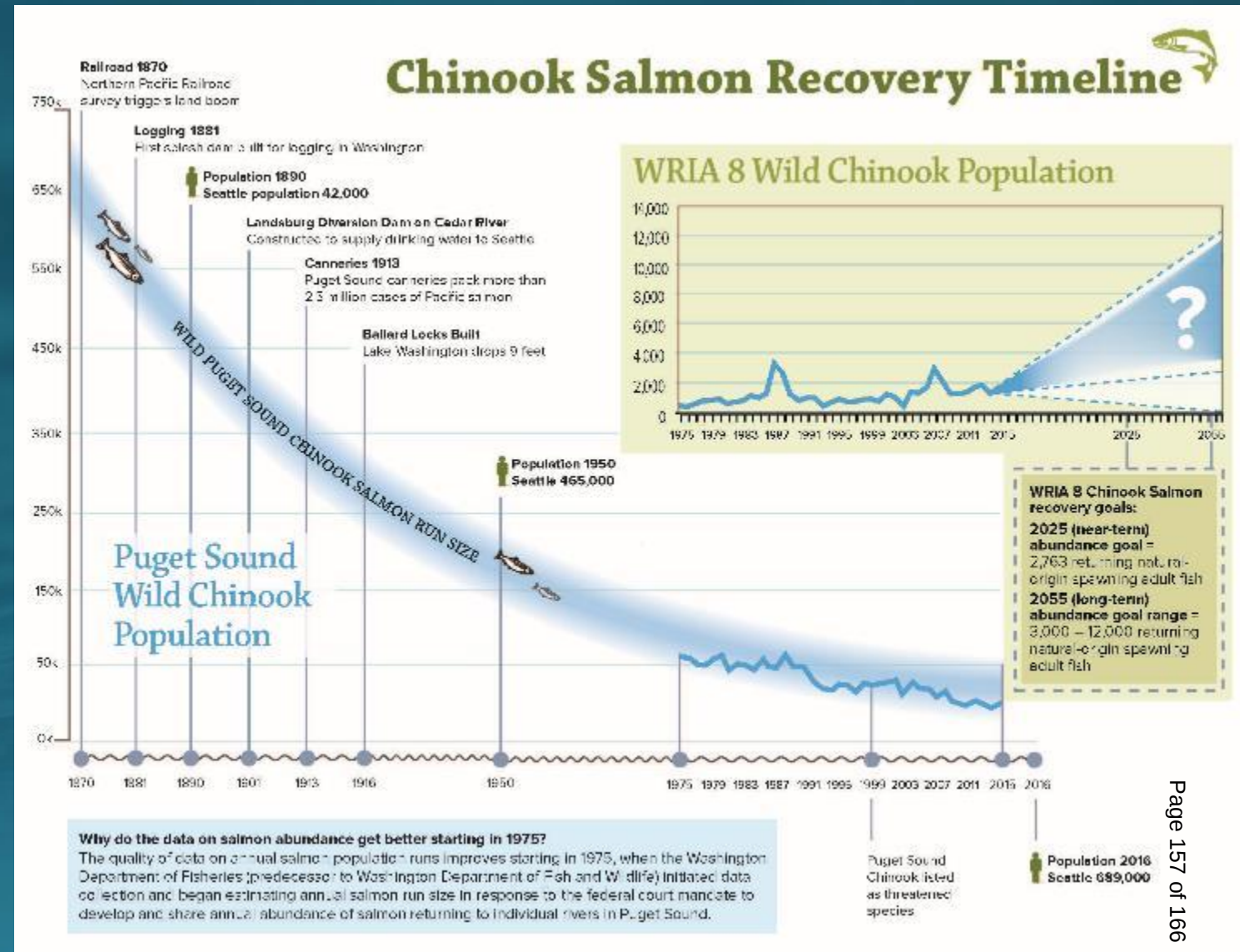
1998 WA State Salmon Recovery Act

1999 Chinook salmon ESA listed

2005 WRIA 8 Chinook Salmon Conservation Plan

2007 Puget Sound Salmon Recovery Plan

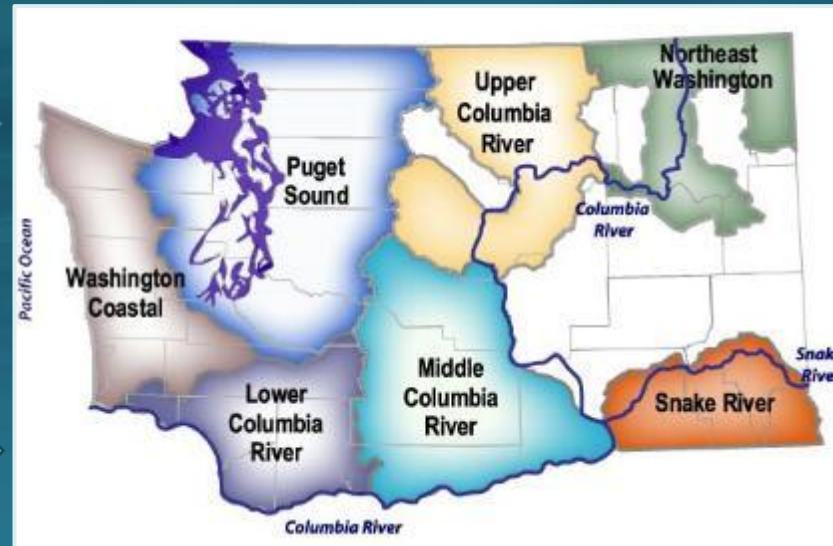
2017 WRIA 8 Plan Update



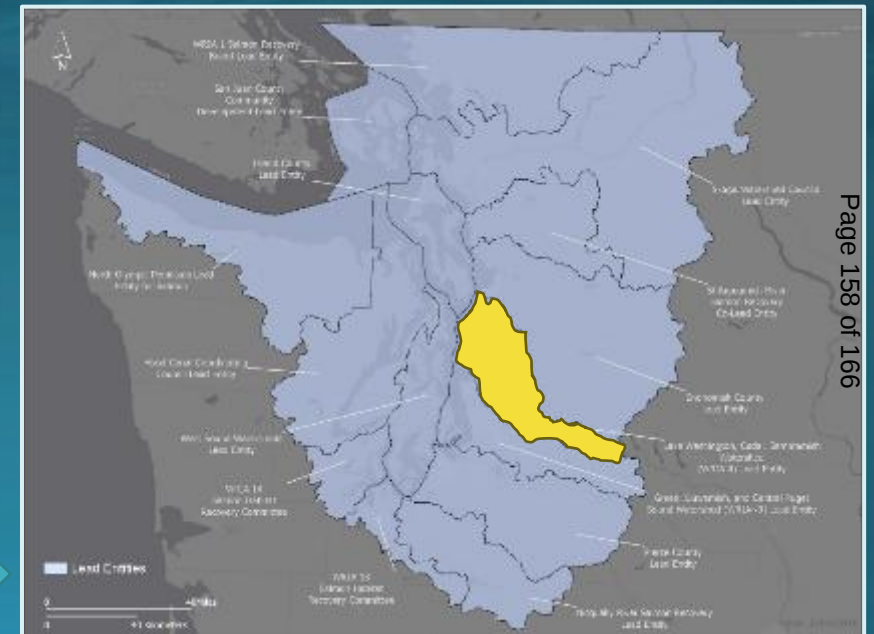
Salmon Recovery Framework



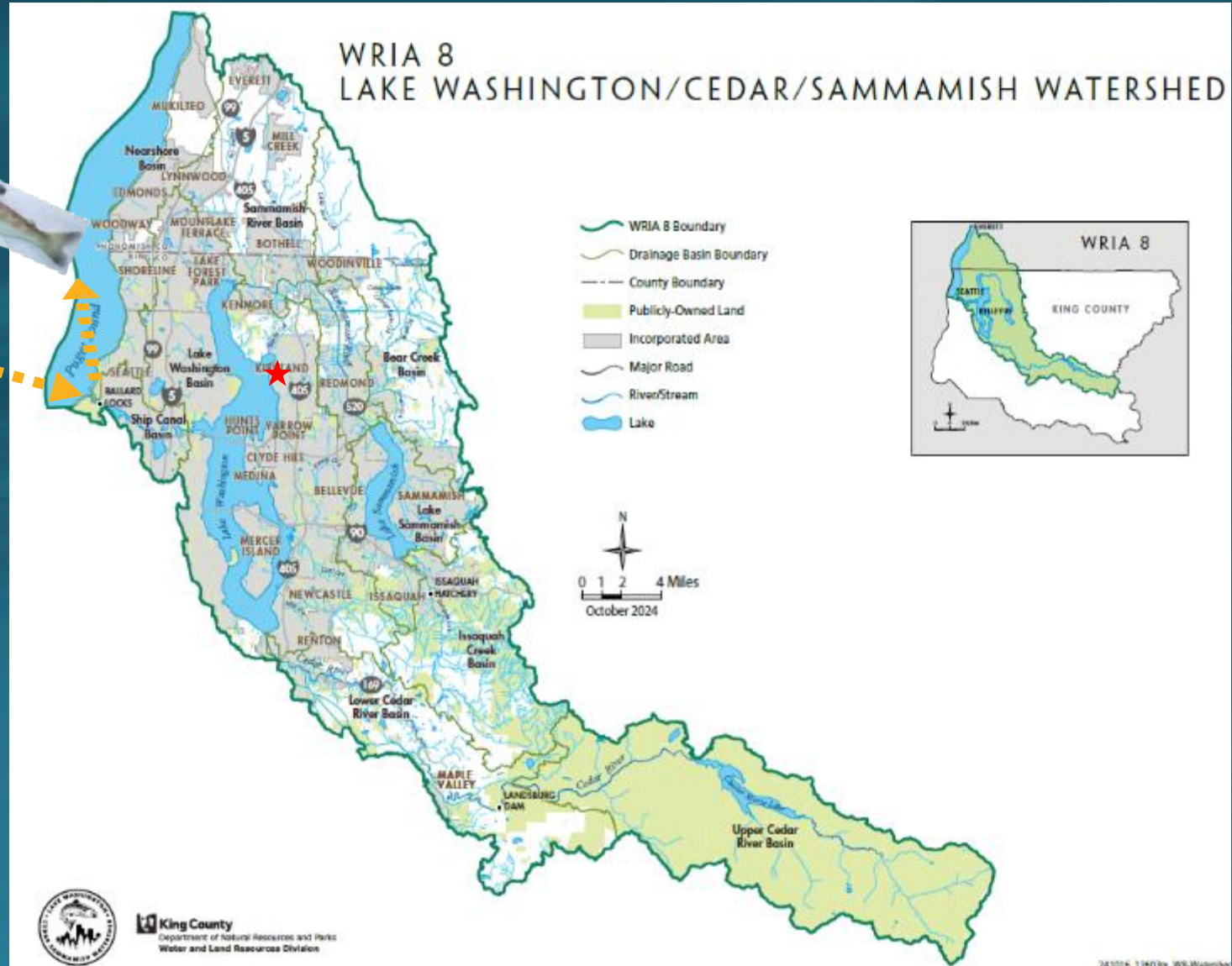
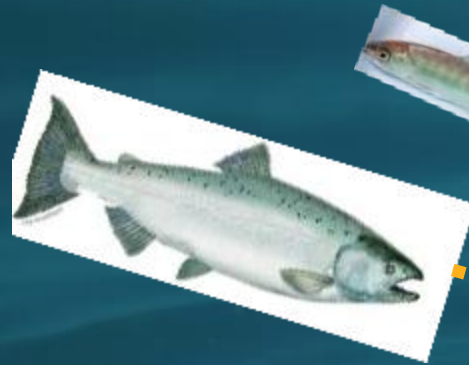
8 Regions
Puget Sound Partnership



15 Lead Entities
WRIA 8



WRIA 8 - Watershed-Based Approach



WRIA 8 Plan

Chinook salmon status assessment

Best available science

Habitat goals

Recovery strategies

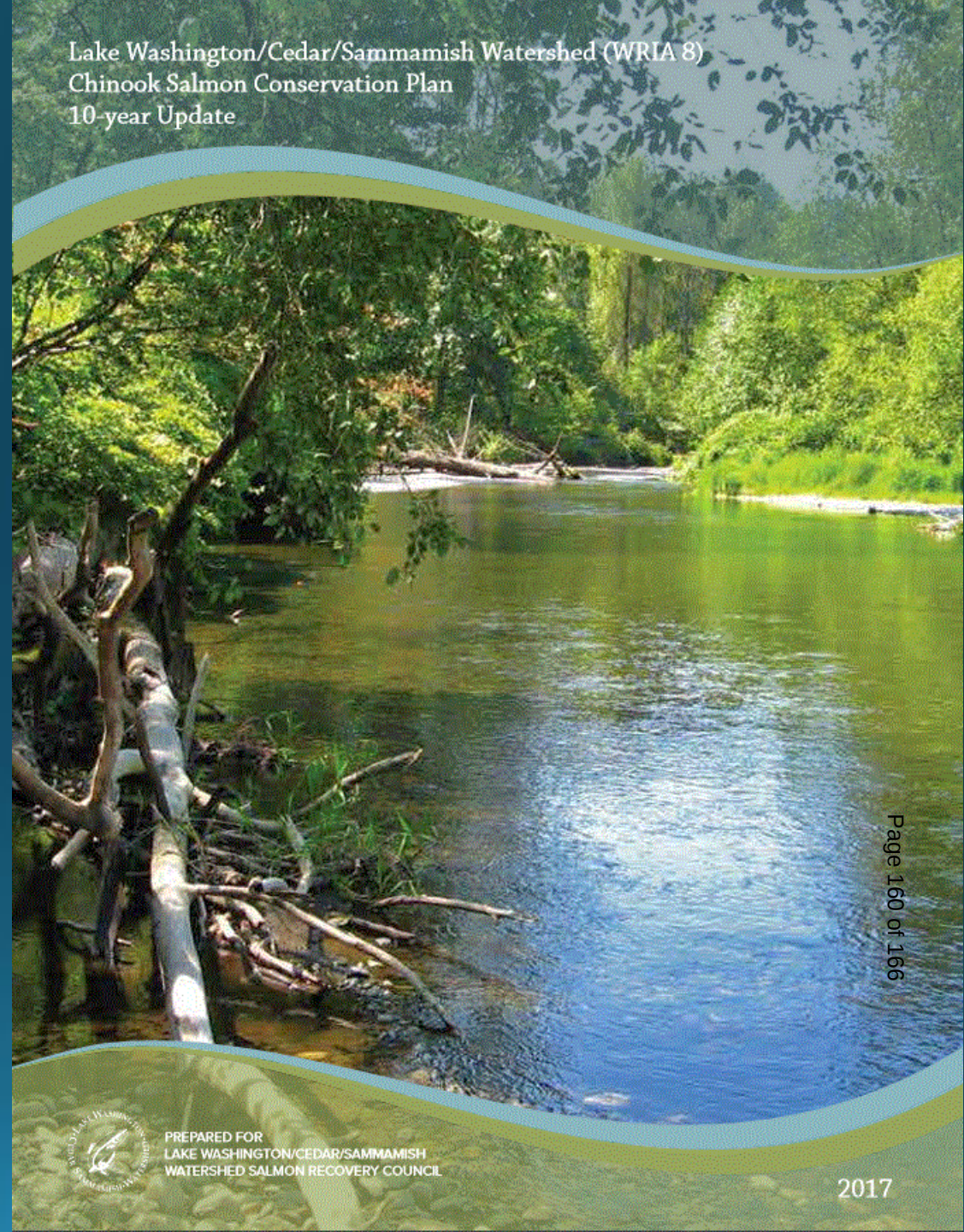
Capital project list

Land use recommendations

Outreach and education

Monitoring & adaptive management

Lake Washington/Cedar/Sammamish Watershed (WRIA 8)
Chinook Salmon Conservation Plan
10-year Update





WRIA 8 ILA 2026-2035

- ✓ Implementation & adaptive management of WRIA 8 Plan
- ✓ Governance structure – Salmon Recovery Council
- ✓ Funding mechanism
- ✓ Annual work plan & budget
- ✓ Technical & regional coordination
- ✓ Previous ILAs: 2001-2006, 2007-2015, 2016-2025

2025 WRIA 8 Work Plan

Watershed coordination & policy decisions

- Salmon Recovery Council

Project coordination & implementation

- Project development, funding strategy & annual grant round

Monitoring & adaptive management

- Implementation Technical Committee

Telling the salmon recovery story

- Coordinated communications & legislative outreach



Doyle Project – Bear Creek

Funding

2025 ILA Funding – WRIA 8 program

- \$760,366 (incl. \$9,533 Kenmore cost share)
- Cost Share = Average (% Population + % Assessed value + % Area)

Grant Funding – Pass through to partners

- \$4.2 Million Cooperative Watershed Management (King County Flood Control District)
- \$1.45 Million Puget Sound Acquisition & Restoration (state)
- \$526,634 Salmon Recovery Funding Board (state & federal)



Accomplishments

- Over \$38 million awarded in grants
- 200 projects with 22 project sponsors
 - 1.2 miles of levees removed or setback
 - 70.3 acres floodplain reconnected
 - 45.3 miles streamside revegetated
 - 4,228 pieces of large wood installed
- 53 outreach & education grants with 13 sponsors
- 48 monitoring grants with 10 sponsors



Looking Forward

- Habitat protection & restoration
- Lake Washington Ship Canal
- Addressing key survival issues – predation, elevated water temperature, artificial light at night, disease
- Improving integration – habitat restoration & stormwater management
- Monitoring and best available science



Thank you to WRIA 8 staff for providing photos and material for this presentation.

Jason Mulvihill-Kuntz, Salmon Recovery Manager
Carrie Byron, Projects and Funding Coordinator
Mary Ramirez, Technical Coordinator
Renee Leichter, Administrative Coordinator



Questions?

Richard Sawyer, Environmental Services Director



CITY OF KENMORE
ENVIRONMENTAL SERVICES