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

City of Kenmore
City Council Regular Meeting Agenda
7:00 p.m., Monday, June 26, 2017
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

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

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PRESENTATION

A. Introduce Shelby Krogh, Volunteer and Events Supervisor - Leslie Harris, Community Relations Manager

VI. CITIZEN COMMENTS

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

VII. CONSENT AGENDA

A. The Following Checks and Electronic Payments are Approved for Payment:
Total Check Numbers #37069 through #37181 in the Amount of $1,740,101.00.
Total Payroll Electronic Deposits Dated 6/9/2017 in the Amount of $82,442.58.
Check Vouchers

B. Authorize the City Manager to Execute Agreement 16-C1626 with Olson Brothers Pro-Vac, LLC for Stormwater Facility Maintenance Services in the Amount of $76,000.
Agenda Item

C. Authorize the City Manager to Execute an Agreement with WSDOT to Accept

Pedestrian and Bicycle Program Grant Funds in the Amount of $525,600.
Agenda Item

D. Authorize the City Manager to Execute an Agreement with WSDOT to Accept Safe Route to School Program Grant Funds in the Amount of $673,594.
Agenda Item

VIII. BUSINESS AGENDA

A. Hangar Building Facility Use Policies - Rob Karlinsey, City Manager
Agenda Item

IX. STAFF REPORT

A. Regional Economic Development - Nancy Ousley, Assistant City Manager

X. COUNCILMEMBER REPORTS & COMMENTS & INITIATIVES

A. Summer Break - No Regular Council Meetings in the Month of August

XI. ADJOURNMENT

Upcoming Meetings:
Monday, July 10, 2017 Council Meeting
Monday, July 17, 2017 Council Meeting
Monday, July 24, 2017 Council Meeting

Voucher Certification and Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rende 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 unpa obligation against the City of Kenmore and that I am authorized to authenticate and certify to said claim.

The following checks and electronic payments are approved for payment:

Total Check numbers: 37069 through 37181 $ 1,740,101.00

Total Payroll electronic deposits dated: 06/09/2017 $ 82,442.58

City Manager — Date: 6-16-17

Finance Director — Date: 6-16-17

Check #	Vendor Name	Description	Check Amount
37069	NATIONWIDE FINANCIAL 401a	Social Security Replacement Plan	13,335.24
37070	NATIONWIDE RETIREMENT SOLUTIONS 457	Deferred Comp Payroll Deduction	295.00
37071	ICMA RETIREMENT TRUST 457 - 304745	Deferred Comp Payroll Deduction	3,885.33
37072	DRS 457	Deferred Comp Payroll Deduction	535.00
37073	BANK OF AMERICA 941	Payroll Taxes	17,641.62
37074	DEPARTMENT OF RETIREMENT SYSTEMS	WA State Retirement	19,927.17
37075	STATE OF FLORIDA DISBURSEMENT UNIT	Employee Deduction	275.00
37076	NAVIA	Employee Flexible Spending Acct. Contributions	494.60
37077	AVIDIA HEALTH	Employee Health Savings	42.30
37078	BRAVO ENVIRONMENTAL SERVICE	5/12 & 5/16 Vactor Services	2,613.75
37079	CASCADE PEST CONTROL	Monthly Rhododendron Park Pest Control	143.00
37080	CITY OF BELLEVUE	3rd Qtr ARCH Contributions	7,017.25
37081	DAILY JOURNAL OF COMMERCE	Ad for Rhododendron Park Bids	472.00
37082	DEPARTMENT OF ECOLOGY	Annual NPDES Permit RSMP/Stormwater	14,222.00
37083	DURRANT, JEFF	Police Training Per Diem/Lodging	735.50
37084	REPUBLIC SERVICES	May City Hall & Rhod. Park Solid Waste Svcs	783.00
37085	FRUHLING SAND & TOPSOIL	Vegetation & Asphalt Disposal	147.00
37086	JET CITY PRINTING	City Logo Envelopes	371.80
37087	JET CITY PRINTING	4th of July & Movie Night Posters	108.90
37088	KING COUNTY FINANCE W.L.R.D.	WRIA 8 Annual Fee	7,343.00
37089	KING COUNTY ANIMAL SVCS	Pet Licenses & Renewals	735.00
37090	KING COUNTY RADIO COMM SERVICES	Quarterly Emergency Telecommunications	300.30
37091	KING COUNTY SHERIFF	April School District Police Overtime Charges	9,551.72
37092	KING COUNTY SHERIFF	Jan. - May Police Services	1,301,506.85
37093	LIGHTHOUSE CONSULTING INC	May Web Hosting/Protection/Archiving	2,373.53
37094	LIGHTHOUSE CONSULTING INC	May IT Services	2,692.69
37095	LIGHTHOUSE CONSULTING INC	Sales Tax Due from Invoice #8811	440.46
37096	MR. T'S TROPHIES	Employee Name Badges & Name Plates	60.34
37097	NEOPOST USA INC.	Seal Solution for Postage Machine	64.79
37098	NORTHSHORE FIRE DEPT	March & April Fire Marshal Plan Review	740.00
37099	NORTHSHORE FIRE DEPT	May Fire Marshal Plan Review	320.00
37100	NORTHSHORE UTILITY DIST	3/15-5/15 Town Square/Hangar	4,024.83
37101	NORTHSHORE UTILITY DIST	Town Green Water Service Closeout Chgs	1,600.00
37102	HONEY BUCKET	5/20-6/16 Squire's Landing Rental	218.35
37103	OFFICE DEPOT	Office Supplies	224.98
37104	OGDEN, MURPHY, WALLACE	May Professional Svcs/St. Edward Ballfields	97.50

37105	OLYMPIC ENVIRONMENTAL RESOURCES INC	5/20 Inglemoor Recycling Event Implementation	8,408.16
37106	PACIFIC TOPSOILS	Drain Rock Purchase/Brush Dumping	218.27
37107	PARAMETRIX INC	15-C1471 Jan.-Mar. Lakepointe Consulting Svcs	392.50
37108	PUGET SOUND ENERGY	May Electricity/Gas/Signals/Street Lights	3,162.20
37109	CEMEX	Asphalt for Sidewalk & Road Repairs	237.24
37110	SEATTLE TIMES	6/7 Rhododendron Park Bids	437.08
37111	SEATTLE TIMES	5/31 Waterfront Const. APP/SEPA	245.30
37112	SEATTLE TIMES	6/2 Public Hearing Land Use Streamlining	178.65
37113	SIGN UP, SIGN CO, INC	W. Sammamish Bridge Public Notice Sign	297.00
37114	SIGN UP, SIGN CO, INC	Banners for Brewers Festival	334.40
37115	STEWART MACNICHOLS HARMELL, INC.	May Public Defender Services	5,250.00
37116	WASHINGTON MUNICIPAL CLERKS ASSOC	City Clerk Dues	100.00
37117	UPS STORE	Apr/May Budget Books/Shipping/Copying Chgs	2,194.52
37118	SNOHOMISH COUNTY	April Vactor Disposal Fees	449.00
37119	KONICA MINOLTA BUSINESS SOLUTIONS	6/3-7/2 Incubator Building Copier	212.74
37120	TELESYSTEMS WEST	Phone System Repair	176.00
37121	BUILDERS EXCHANGE OF WASHINGTON INC	May Online Projects Publishing	561.00
37122	OUSLEY, NANCY	2016 Flex Plan Reimbursement	1,040.00
37123	QUALITY BUSINESS SYSTEMS INC.	May 2nd Floor City Hall Copier Charges	298.89
37124	NORTHSHORE ROTARY CLUB	Jan-Mar Qtrly Dues & Member Meals	256.00
37125	BANNER BANK JG	Lodging/Computers/Advertising	4,933.38
37126	VAUGHAN, KENT	17-C1731 Hank Heron Rights	7,500.00
37127	GREGORY, JOANNE	Reimb./City Domain Name Pd. By Personal Card	400.00
37128	A+ CONFERENCING	Conference Calls	40.19
37129	JACOBS ENGINEERING GROUP	15-C1411 12/31-4/28 W. Sammamish Bridge	116,239.85
37130	ZUMAR	Yellow Pedestrian Crossing Flags	1,714.78
37131	COMCAST BUSINESS	City Hall/Incubator/Hangar Internet	1,793.86
37132	COMCAST BUSINESS	May City Hall Phone Service	1,069.80
37133	GORDON THOMAS HONEYWELL	May Government Affairs Services	4,040.46
37134	FIRE PROTECTION, INC	Hangar Bldg/Town Square Fire Radio Installation	811.80
37135	FIRE PROTECTION, INC	City Hall Fire Alarm Service	669.96
37136	INTERNATIONAL CODE COUNCIL, INC	International Bldg. Code Download	114.40
37137	MPH INDUSTRIES, INC	Police Equipment/Remote Bee-II	100.15
37138	FRONTIER	5/28-6/27 481-5638 City Hall Phone Svcs	608.75
37139	FRONTIER	5/28-6/27 489-8570 City HallPhone Svcs	443.01
37140	AM TEST, INC	Swamp Creek Water Sample Testing	225.00
37141	SCHINDLER ELEVATOR CORPORATION	June-Nov. City Hall Elevator Maintenance	1,717.85
37142	NICK MINZGHOR	Training for 4 Police Officers	2,300.00
37143	HOPKINS, CRAIG	Police Volunteer Mileage Reimbursement	59.92
37144	MILLER STEPHENS, MARY	May Public Defense Svcs @ SCORE	1,250.00
37145	MCALLISTER, TERESA	Council Mtg. Exp. Reimbursement	132.77
37146	ADVANCE TESTING & SERVICE INC	Annual Backflow Assembly Testing	702.00
37147	AUTOMATED CONTROLS	City Hall HVAC Control Maintence	1,543.95
37148	VERIZON WIRELESS	5/27-6/26 Cell Phones/I-Pads	527.76
37149	GREATER BOTHELL CHAMBER OF COMMERCE	May Kenmore Bus. Alliance Support Services	200.00
37150	ALPHAGRAPHICS	Employee Business Cards	182.26
37151	UTILITIES UNDERGROUND LOCATION CTR	May Locate Notifications	365.07
37152	SKAGIT GARDENS	Hanging Flower Baskets	3,321.32
37153	MOBILE MINI, INC.	5/26-6/22 Rhod. Park Storage Container Rental	130.57
37154	NORTHWEST LANDSCAPE SERVICES	June SR522 ROW Landscaping	1,753.09
37155	FASTSIGNS	62nd & 202nd Project Signs	1,017.51
37156	FASTSIGNS	192nd Culvert Project Signs	715.00
37157	PLANNING ASSOCIATION OF WASHINGTON	Training Registrations	160.00
37158	BRIEN, GAYLYNN	March Sales Tax Data Conversion	50.00
37159	LANGUAGE LINE SERVICES, INC.	Translation Svc Resolution for Welcoming Cities	99.00
37160	SCORE	April Outside Health Services	433.52

37161	SCORE	May Inmate Housing	41,336.40
37162	STARDOM SERVICES, INC.	May Incubator Janitorial Services	510.00
37163	APPLIED TECHNOLOGIES NW INC.	Chambers AV System Surge Protection/Backup	385.00
37164	GALLATIN PUBLIC AFFAIRS	May Media Relations/Marketing Svcs	3,500.00
37165	STEWART TITLE COMPANY	Epiphany Lutheran & 16114 Juanita Title Report	781.83
37166	KPFF CONSULTING ENGINEERS	15-C1414 62nd Ave Apr. Corridor Improvements	243.21
37167	MOTT MACDONALD GROUP, INC.	17-C1657 March Squire's Landing Design	14,284.60
37168	MOTT MACDONALD GROUP, INC.	17-C1657 April Squire's Landing Design	35,806.97
37169	MOTT MACDONALD GROUP, INC.	17-C1656 April Log Boom Design	30,522.41
37170	MOTT MACDONALD GROUP, INC.	17-C1656 March Log Boom Design	8,470.07
37171	THE SEATTLE TIMES NIE	5/7 8 Page SWM Public Education/Outreach	950.00
37172	SALTER, JON	Police Training Per Diem/Texas	331.50
37173	SALTER, JON	Police Training Per Diem/Leavenworth, WA	280.50
37174	BAKER, BRIDGIT	Meeting Expense Reimbursement	41.28
37175	SWANK MOTION PICTURES, INC.	Licensing for 5 Movies @ Town Square	1,914.00
37176	URBAN FORESTRY SERVICES, INC.	Moorlands Park Plans Consulting	110.00
37177	NAZARIYA, ANATOLI	Police Training Per Diem Meals	280.50
37178	THE GREENBUSCH GROUP, INC.	17-C1667 St. Edward Ballfield Acoustical Svcs.	2,100.00
37179	ASHEIA BIAS	Deposit for Summer Concert "Grace Love"	500.00
37180	HAULAWAY STORAGE CONTAINERS, INC.	Log Boom Park Storage Container Rental	462.00
37181	INTERNATIONAL SOC. OF ARBORICULTURE	Membership for Samantha Loyuk	135.00
6/9/2017	PAYROLL	Direct Deposit	82,442.58
			$1,822,543.58

2017	PRIOR VENDOR ACTIVITY	TOTAL FOR 2017
	A V CAPTURE ALL	4,718.57
	A+ CONFERENCING	296.08
	AAA PRINTING	605.11
	AABCO BARRICADE COMPANY INC.	3,183.05
	ACF WEST INC	1,253.23
	ACTION ENTERTAINMENT	500.00
	AFLAC	2,402.45
	AGORA NW LLC	336.39
	ALCALDE & FAY	25,827.14
	ALEXANDER, JEFF	250.00
	ALL TRAFFIC DATA SERVICES, INC.	1,500.00
	ALPHAGRAPHICS US718	641.46
	AM TEST, INC	675.00
	AMERICAN GENERAL LIFE GPO-400S	2,049.70
	AMERICAN PLANNING ASSOCIATION	1,065.00
	AMERICAN PUBLIC WORKS ASSOCIATION	1,295.00
	ANDERSON, LAURI	203.83
	ARCADIA HOMES LLC	20.00
	ARTS OF KENMORE	950.00
	ASSOCIATION OF WA CITIES	15,574.00
	AURORA RENTS	438.49
	AUTOMATED CONTROLS	1,543.95
	AVIDIA HEALTH	211.50
	AWC EMPLOYEE BENEFITS	247,116.78
	AWCPD	100.00
	BAKER, BRIDGIT	197.22
	BAKER, DAVID	1,664.42
	BANK OF AMERICA 941	187,907.48
	BANNER BANK NO	467.89
	BANNER BANK BAKER	5,241.22
	BANNER BANK BH	995.03
	BANNER BANK CS	4,101.29
	BANNER BANK DB	1,066.90
	BANNER BANK JG	3,102.19
	BANNER BANK JGORDON	3,191.81
	BANNER BANK KENMORE	12,332.14
	BANNER BANK LD	5,706.38
	BANNER BANK NO	4,332.38
	BANNER BANK PS	617.09
	BANNER BANK RK	5,252.62
	BANNER BANK VAN NESS	3,610.64
	BASTYR UNIVERSITY	50,200.00
	BERGMANN, SEAN & LINETTE	9,500.00
	BERK CONSULTING	86.86
	BEST HARBOUR DEVELOPMENT LLC	7,500.00
	BLACKBAUD	7,304.24
	BLESSINGTON, DEBBIE	164.95
	BRAVO ENVIRONMENTAL SERVICE	45,451.88
	BRIEN, GAYLYNN	200.00
	BRUCE DEES & ASSOCIATES	236.51
	BUILDERS EXCHANGE OF WASHINGTON INC	449.60
	BULGER SAFE & LOCK, INC.	313.38

CABOT DOW ASSOCIATES, INC.	412.50
CALPORTLAND COMPANY	171.17
CANYON VIEW ESTATES	7,561.70
CAPITAL ONE COMMERCIAL/ COSTCO	561.95
CASCADE BICYCLE CLUB	40.00
CASCADE PEST CONTROL	570.05
CEMEX	1,620.70
CHICAGO TITLE	2,697.45
CITY OF BELLEVUE	45,117.75
CITY OF LAKE FOREST PARK	410,410.41
CITY OF SHORELINE	2,914.23
CITY WIDE FENCE COMPANY, INC	1,209.98
CITYWORKS/ AZTECA SYSTEMS INC.	21,900.00
CLARK & SONS EXCAVATING INC.	18,260.00
CODE PUBLISHING COMPANY	3,562.89
COLUMBIA RIDGE LANDFILL	4,461.82
COMCAST	4,723.28
COMCAST BUSINESS	6,510.96
CONSOLIDATED PRESS	6,465.98
CONTOUR FENCE CO. INC.	3,087.90
CORT PARTY RENTAL	168.85
CSAT, LLC	1,200.00
D.R. HORTON	11,885.43
DACO ENTERPRISES, LLC	2,500.00
DAILY JOURNAL OF COMMERCE	2,028.80
DAY WIRELESS SYSTEMS	76.44
DEPARTMENT OF LABOR AND INDUSTRIES	14,528.99
DEPARTMENT OF RETIREMENT SYSTEMS	210,658.58
DEPPA, DOUG	669.02
DEVRIES, DENIS	176.56
DIGITAL REPROGRAPHICS SERVICES INC.	144.32
DIVA II LLC	28,029.07
DRS 457	5,000.00
EA ENGINEERING SCIENCE & TECHNOLOGY	30,959.36
EAST JORDAN IRON WORKS	17,405.02
EASTSIDE HOMES, INC.	106,645.57
ECO-COUNTER	9,580.00
ECONOMIC DEV COUNCIL OF SEATTLE/KC	5,000.00
ECOSS	1,941.26
EMPLOYMENT SECURITY DEPT	249.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	5,694.00
EVERGREEN SAFETY COUNCIL	299.00
EVER-MARK, LLC	2,145.00
FERGUSON ENTERPRISES INC #1539	3,480.22
FINANCIAL CONSULTING SOLUTIONS GROUP	20,464.79
FIRE PROTECTION, INC	2,513.07
FLEMINGS HOLIDAY LIGHTING LLC	3,241.27
FRONTIER	69,661.71
FRUHLING SAND & TOPSOIL	526.50
FUN RENTALS	710.66
GALLATIN PUBLIC AFFAIRS	14,000.00
GOOD TO GO	35.50
GOODSELL POWER EQUIPMENT #2 INC.	55.82
GOPALAKRISHNAN, ANUSHA	250.00

GORDON THOMAS HONEYWELL	16,294.09
GORDON, JENNIFER	150.00
GOVDELIVERY, INC.	11,576.25
GRAINGER	617.65
GREATER BOTHELL CHAMBER OF COMMERCE	2,531.63
GREGORY, JOANNE	1,694.54
GROUP FOUR INC.	3,722.20
HALO BRANDED SOLUTIONS	1,200.66
HANSEN, COREY	30,494.00
HDR ENGINEERING, INC	41,754.43
HERMANSON COMPANY, LLP	3,050.70
HERRERA ENVIRONMENTAL CONSULTANTS	16,602.05
HESTON VISUAL ARTS	465.38
HIGHWIRE	1,885.59
HOME DEPOT CREDIT SERVICES	113.88
HONEY BUCKET	1,091.75
HOPKINS, CRAIG	265.36
HORIZON DISTRIBUTORS INC	412.75
HSA BANK	42.30
ICMA RETIREMENT TRUST 457 - 304745	35,137.11
INC4INC, INC.	7,500.00
INDEPENDENT STATIONERS	287.57
INSLEE, BEST, DOEZIE & RYDER, P.S.	116,309.93
INTEGRA TELECOM	1,799.53
INTERNATIONAL CITY/CNTY MGMT ASSOC	1,400.00
IRON CREEK CONSTRUCTION LLC	73,684.37
iWORQ SYSTEMS	2,800.00
JAYMARC - AV	46,455.78
JET CITY IMPROV	600.00
JET CITY PRINTING	1,058.63
JOYCE ZIKER PARKINSON	2,824.50
JSH PROPERTIES, INC.	420.12
KAMINS CONSTRUCTION INC.	44,787.69
KENMORE COMMERCIAL LLC	16,066.25
KENMORE HERITAGE SOCIETY	585.00
KING COUNTY ANIMAL SVCS	1,088.00
KING COUNTY FINANCE	183,082.80
KING COUNTY FINANCE W.L.R.D.	569.64
KING COUNTY FLEET ADMIN	464.31
KING COUNTY MUNICIPAL CLERKS ASSOC	25.00
KING COUNTY OFFICE OF FINANCE	5,540.40
KING COUNTY RADIO COMM SERVICES	298.94
KING COUNTY RECORDER'S OFFICE	314.00
KING COUNTY SHERIFF	28,971.97
KING COUNTY TREASURY	25,351.53
KOMPAN, INC	2,169.20
KONICA MINOLTA BUSINESS SOLUTIONS	1,448.13
KPFF CONSULTING ENGINEERS	81,421.33
KUSTOM SIGNALS, INC.	492.26
LANDSCAPE FORMS, INC.	503.70
LANGUAGE LINE SERVICES, INC.	282.67
LAW OFFICE OF JOHN RONGERUDE, PS	600.00
LENTZ, FLORENCE K.	7,275.00
LIGHTHOUSE CONSULTING INC	21,739.07

LINCOLN NATIONAL LIFE INSURANCE	4,698.11
LOYUK, SAMANTHA	51.90
LUTRON SERVICES CO., INC.	487.50
MAACO	383.25
MACLEOD RECKORD	111,410.10
MAIL FINANCE	1,409.20
MARSHBANK CONSTRUCTION	203,904.37
MCCLURE AND SONS, INC.	95,511.90
METROPOLITAN TRANS. COMMISSION	1,500.00
MICRONET, INC.	151.12
MILLER STEPHENS, MARY	6,250.00
MOBILE MINI, INC.	589.64
MOTT MACDONALD GROUP, INC.	6,880.73
MR. T'S TROPHIES	121.33
MUMMA, RYAN	250.25
MUNIMANAGE, LLC	17,880.00
NATIONAL LIFE OF VERMONT	615.85
NATIONWIDE FINANCIAL 401a	142,365.60
NATIONWIDE RETIREMENT SOLUTIONS 457	2,795.00
NAVIA	6,094.10
NAZARIYA, ANATOLI	1,285.96
NEOPOST USA INC.	182.87
NEW PIG	1,397.04
NICK MINZGHOR	2,350.00
NORTHSHORE CHURCH	210.00
NORTHSHORE FIRE DEPT	700.00
NORTHSHORE ROTARY CLUB	148.00
NORTHSHORE UTILITY DIST	68,456.50
NORTHSHORE YMCA	1,625.00
NORTHWEST ARBORICULTURE LLC	9,048.01
NORTHWEST LANDSCAPE SERVICES	12,136.04
NORTHWEST MARINE TRADE ASSOCIATION	440.00
OFFICE DEPOT	8,730.26
OFFICE TEAM	2,135.86
OLBRECHTS & ASSOCIATES, PLLC	27,089.50
OLYMPIC ENVIRONMENTAL RESOURCES INC	10,155.30
OSBORN CONSULTING INC.	61,662.42
OUSLEY, NANCY	115.62
OWEN EQUIPMENT COMPANY	1,246.98
PACE ENGINEERS, INC.	45,940.21
PACIFIC TOPSOILS	235.05
PAMPLIN MEDIA GROUP	190.00
PASSPORT TRAVEL AND TOURS	598.00
PAWS	1,600.00
PENDLETON, MICHAEL	3,745.50
PERSONAL BEST/ TOPHEALTH	117.74
PERTEET INC.	31,211.48
PETTY CASH CUSTODIAN	424.85
PHSI PURE HEALTH SOLUTIONS INC.	605.70
PHSI PURE WATER FINANCE	301.86
PLANTS NORTHWEST, INC.	3,269.30
PUGET SOUND CLEAN AIR AGENCY	17,756.00
PUGET SOUND ENERGY	76,666.82
PUGET SOUND FINANCE OFFICERS ASSOC	50.00

PUGET SOUND REGIONAL COUNCIL	8,294.00
QUALITY BUSINESS SYSTEMS INC.	6,403.63
QUINN, JANET	74.68
RANDALL, BRIAN	679.15
REDFIELD PROPERTIES LLC	2,500.00
REIQUAM, PETER	12,500.00
REPUBLIC SERVICES	2,648.34
RESOURCE EXPLORATION, LLC	8,000.00
RFI ENTERPRISES INC.	10,876.80
RYCO EQUIPMENT, INC.	630.44
SARAH ROBERTS	43,344.36
SCHARBACH, WAYNE	106.05
SCHNEE, CARLA	193.57
SCORE	129,920.51
SEATTLE PHOTO BOOTHS	565.02
SEATTLE TIMES	4,303.04
SEXTANT MARKETING GROUP	8,209.22
SHI INTERNATIONAL CORP.	375.59
SHRED-IT USA LLC	421.93
SIGN UP, SIGN CO, INC	27.45
SIMONDS COURT LLC	8.36
SITTS & HILL ENGINEERS, INC.	4,409.86
SKYWARD CONSTRUCTION	58,921.18
SNOHOMISH COUNTY	2,743.00
SOFTWAREONE, INC.	11,103.50
SOUND CITIES ASSOC	14,189.83
SOUND PUBLISHING, INC.	2,798.00
SPERRY, LAURIE	1,266.76
STANLEY PATRICK STRIPING COMPANY	27,508.68
STANTON, ANN	93.50
STAPLES ADVANTAGE	2,008.12
STARDOM SERVICES, INC.	2,040.00
STATE OF FLORIDA DISBURSEMENT UNIT	3,025.00
STATE OF WA DEPARTMENT OF LICENSING	480.00
STATEWIDE RENT-A-FENCE INC.	3,791.76
STEWART MACNICHOLS HARMELL, INC.	25,000.00
STEWART TITLE COMPANY	42,963.06
SUMMIT TREE AND LAND, INC.	4,489.50
TELESYSTEMS WEST	175.20
THE GREENBUSCH GROUP, INC.	4,729.91
THE WATERSHED COMPANY	3,493.56
TIM HUNTER CREATIVE SERVICES	1,250.00
TOP TO BOTTOM JANITORIAL, INC.	14,000.00
TOTAL LANDSCAPE CORP	31,480.28
TOWN CENTER HARDWARE	418.08
TRINITY CONTRACTORS, INC.	96,048.01
TUFF SHED, INC	1,872.83
TYLER TECHNOLOGIES, INC.	29,459.48
UFF DA LOGISTICS	283.59
UNITED STATES POSTMASTER	3,202.99
UNITED WAY OF KING COUNTY	2,772.00
UPS STORE	102.16
URBAN FORESTRY SERVICES, INC.	1,390.00
US POSTAL SERVICE (HASLER)	5,430.24

UTILITIES UNDERGROUND LOCATION CTR	988.14
VAN NESS, ALLAN	148.40
VELLAT, MARC H.	32,050.00
VERIZON WIRELESS	2,654.13
VERSATILE MOBILE SYSTEMS	260.88
VERTICAL VISUAL SOLUTIONS INC.	12,658.20
W.S.S.O. Advanced Training	780.00
WA ASSOC OF BUILDING OFFICIALS	2,450.00
WA ASSOC OF CODE ENFORCEMENT	35.00
WA ASSOC OF PUBLIC RECORDS OFFICERS	350.00
WA CITIES INSURANCE AUTHORITY	265,141.00
WA FINANCE OFFICERS ASSOCIATION	150.00
WA STATE DEPT OF LABOR & INDUSTRIES	141.60
WA STATE DEPT OF TRANSPORTATION	2,464.02
WAGE WORKS	288.00
WASHINGTON CITY/COUNTY MGMT ASSOC	315.00
WASHINGTON ENERGY SERVICES CO. LLC	28.00
WASHINGTON STATE DEPT OF REVENUE	4,877.35
WASHINGTON STATE PATROL	897.24
WELLS FARGO FINANCIAL	3,262.15
WETHERHOLT & ASSOCIATES, INC	7,855.00
WETLANDS & WOODLANDS INC	9,677.06
WINTERBOURNE LANDSCAPE	1,152.39
YOM: FULL SERVICE COURT REPORTING	9,055.00
ZONAR SYSTEMS	525.33
ZUMAR	273.75
	$4,632,132.70

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Stormwater facility maintenance contract to conduct maintenance on the City's stormwater flow control and water quality treatment facilities.	For Council Meeting Agenda of: June 26, 2017 Department: Public Works Prepared by: Richard Sawyer Initial & Date Approved by Department Head: 10/15/17 Approved by City Attorney: NA Approved by Finance Director: 10/16/17 Approved by City Manager:
Proposed Council Action/Motion: Authorize the City Manager to execute Agreement 16-C1626 with Olson Brothers Pro-Vac, LLC for stormwater facility maintenance services.	Exhibits/Attachments: NA

Expenditure Required $76,000 Amount Budgeted $300,000 Appropriation Required $0

INFORMATION/BACKGROUND:

The City operates approximately 200 stormwater flow control and water quality treatment facilities located throughout the City. Each facility is inspected annually and maintenance is often required on a number of them in order to keep them functioning as designed. Maintenance is also required by the City's NPDES permit. This contract specifically addresses issues associated with minor infrastructure repairs, including catch basins, control structures and pipes.

FISCAL CONSIDERATION:

The adopted 2017-2018 biennial budget has $300,000 allocated for stormwater facility maintenance. This contract will cover work in both 2017 and 2018. The remaining $224,000 in this maintenance budget is used for other contracts, which include services such as mowing, vegetation maintenance, noxious weed management, dredging, major repairs and maintenance of proprietary structures.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council Goal No. 7: Address watershed and water quality issues affecting the City.

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Juanita Drive Pedestrian and Bicycle Improvements Project – Acceptance of WSDOT Pedestrian and Bicycle Safety Grant	**For Council Meeting Agenda of:** June 26, 2017 **Department:** Public Works **Prepared by:** Kent Vaughan **To Be Presented By: NA**
Proposed Council Action/Motion: Authorize the City Manager to execute an agreement with WSDOT to accept Pedestrian and Bicycle Program grant funds in the amount of $525,600.	**Initial & Date** **Approved by Department Head:** 6/16/17 KVV **Approved by City Attorney:** NA **Approved by Finance Director:** 6/16/17 **Approved by City Manager:** KK **Exhibits/Attachments:** None

Expenditure Required $58,400 Amount Budgeted $58,400 Appropriation Required $0

INFORMATION/BACKGROUND:
In May 2016, staff applied for 2017-19 WSDOT Pedestrian and Bicycle Program grant in the amount of $584,000 to complete the design of a segment of Juanita Pedestrian and Bicycle Improvements (NE 160th Street and NE 170th Street). WSDOT announced the Prioritized List of Projects for the Pedestrian and Bicycle Program in December 2016. Kenmore's Juanita Drive project was selected to receive $525,600 in state funds (90%) based on a City match of $58,400 (10%). The grant funds are pending state legislature budget approval.

Design work is currently underway. The bid documents for Juanita Drive are currently scheduled for completion in the late fall of 2018.

FISCAL CONSIDERATION:
To accept the WSDOT Ped/Bike grant funds in the amount of $525,600, the City must provide a 10% grant match of $58,400. The 2017-18 biennium budget includes $2.1M in Walkway and Waterway Bond Measure funds for Juanita Drive design and right-of-way phases, a portion of which will be utilized as match funds for this grant.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:
Council goal 1: To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel.

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: NE 153rd Place Sidewalk Project – Acceptance of WSDOT Safe Route to School Grant	**For Council Meeting Agenda of:** June 26, 2017 **Department:** Public Works **Prepared by:** Kent Vaughan **To Be Presented By: NA**
Proposed Council Action/Motion: Authorize the City Manager to execute an agreement with WSDOT to accept Safe Route to School Program grant funds in the amount of $673,594.	**Initial & Date** **Approved by Department Head:** RMO 6/16/17 **Approved by City Attorney:** N/A **Approved by Finance Director:** 6/16/17 **Approved by City Manager:** **Exhibits/Attachments:** None

Expenditure Required $74,844 Amount Budgeted $38,800 Appropriation Required $36,044

INFORMATION/BACKGROUND:
In May 2016, staff applied for 2017-19 WSDOT Safe Route to School Program grant in the amount of $748,438 to complete the design, right-of-way and construction phases of the NE 153rd Place Sidewalk Project between Juanita Drive NE and 70th Avenue NE (south side). WSDOT announced the Prioritized List of Projects for the Safe Route to School Program in December 2016. Kenmore's NE 153rd Place Sidewalk project was selected to receive $673,594 in grant funds (90%) based on a City match of $74,844 (10%) to complete the project. The funds are pending state legislature budget approval.

To date, staff has not selected a consultant to complete the design but is expected to begin the selection process shortly. The bid documents for NE 153rd Place Sidewalk are expected to be completed in the late fall of 2018.

FISCAL CONSIDERATION:
To accept the WSDOT Safe Route to School grant funds in the amount of $673,594, the City must provide a 10% grant match of $74,844. The 2017-18 biennium budget includes $38.8k in Transportation Impact Fee funds for grant match to complete design and right-of-way phases. The remaining City matching funds for the construction phase (2019) will be programmed in the 2019-20 biennium budget.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:
Council goal 1: To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel.

City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Hangar Building Facility Use Policies	For Council Meeting Agenda of: June 26, 2017 Department: City Manager's Office Prepared by: Rob Karlinsey, City Manager
Proposed Council Action/Motion: Review and comment. No action requested at this time.	Initial & Date Approved by City Attorney: _____ Approved by Finance Director: _____ Approved by City Manager: RJK Exhibits/Attachments: Draft Hangar Building Facility Use Policy

INFORMATION/BACKGROUND:

At its June 19 meeting, the City Council discussed a draft policy for use of the new Hangar community building. Changes to the policy as directed by the City Council are shown as revisions to the attached draft policy.

Background

The new Town Square and accompanying "Hangar" community building are constructed. Both the Town Square and the Hangar will serve as a year-round public gathering space in the heart of Kenmore's downtown. The 4,600 square-foot Hangar will include space for a coffee shop retail tenant. The tenant's interior improvements are in the process of being constructed and should be completed in the next six to eight weeks.

In addition to the tenant retail space, the Hangar includes a larger community gathering space (the "Otter") and a smaller multipurpose room (the "Beaver"). These spaces will be available for the public to use and reserve when the interior tenant improvements are complete.

Facility use policies for the Hangar are needed in order to create a framework for the public to reserve the spaces in the building or just "hang out." Draft policies are attached for City Council review and discussion. After the City Council comments on the attached draft policies, staff will bring forward the policies for Council consideration and approval at a later date (most likely in July).

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Create a vibrant, walkable downtown

DRAFT

Hangar Building
Facility Use Policies
[Date]

The Town Square and the Hangar community building are intended for the use and enjoyment of Kenmore residents and visitors. This facility belongs to the taxpayers of Kenmore and is intended to provide a location free of charge for them gather, entertain, meet, eat, drink, connect, and just hang out.

Intended uses for the Hangar include but are not limited to the following:

- Meeting up with friends or just hanging out
- Book club meetings
- Recitals
- Lectures
- Musical performances
- Club meetings
- Meeting with clients
- After-school programs
- Classes

The 4,600 square-foot Hangar includes approximately 1,200 square feet in the southeast portion of building for a retail tenant. The current tenant provides coffee products and other drinks, baked goods, and other food offerings.

The Hangar is a gathering place for the public to use free of charge. The Hangar contains a two-sided fireplace, comfortable furniture and table space, free wi-fi, plugins, a sound system, projector and TV, and a large airplane hangar-style door that can remain open on warm summer days. As shown in the attached floor plan, ~~There~~ there are two spaces in the Hangar that people can reserve at no cost ("Applicant"). When these spaces are not reserved, they will be available for anyone to use informally for hanging out or meeting friends or a client. These two spaces are:

- The "Beaver" room (the small conference-like room on the east side of the "Otter" gathering area).
- The "Otter" gathering area (the larger, more open space adjacent to the large Hangar door and between the fireplace and the north wall of the building).

Policy Compliance & No Discrimination

All who occupy, use, or reserve the Hangar and its public spaces agree to abide by the policies herein. All users of the Hangar and its premises will abide by local, State, and Federal laws. The City of Kenmore believes in the dignity, equality, and constitutional and civil rights of all people,

and will not tolerate discrimination, harassment or any behavior that creates fear, isolation, or intimidation.~~agree not exclude anyone participation in, deny anyone the benefit of, or otherwise subject anyone to discrimination because of the person's race, gender, color, creed, national origin, religion, marital status, age, sexual orientation, political affiliation or sensory, mental or physical disability~~.

Utmost Care

All users of the Hangar's public spaces agree to exercise the utmost care in the use of the premises and property, and comply with these facility use policies.

Availability

The Otter and Beaver will be available for public use and reservations during the retail tenant's business hours. The City may allocate certain hours for open public use and designate certain hours not available for reservations. The City may also allow certain events outside of tenant's business hours at the City Manager's discretion.

Public Space and Respect for the Retail Use

All users of the Hangar acknowledge that the public is free to come and go throughout the building. The Hangar includes a retail tenant ("Tenant"), and this Tenant may provide seating for the sole use of its customers. The Tenant's customers may also use other portions of the Hangar, except as described in the following paragraph. During the Tenant's business hours, the Tenant's patrons and the public will be free to enter and exit through all doors of the Hangar, provided that the Volunteer & Events Supervisor may make exceptions with the concurrence of the Tenant and in compliance with building and fire codes.

When using the Otter for an event, ~~an~~ the Applicant ~~may limit public entry into the Otter, provided that the public may still enter through all doors and move and gather freely along either side of the fireplaces~~shall acknowledge that the public may attend the event and freely enter and exit through all of the exterior doors of the building.

City-sponsored events have priority in the Hangar, and the City Manager or his/her Designee reserves the right to cancel any prior reservations or use of the Hangar and/or to suspend any portion of this facility use policy.

Reserving the Spaces in the Hangar

Reservations for the two spaces in the Hangar may be made using City's online reservation system, except as noted below. All Applicants that reserve space in the Hangar must read and acknowledge that they understand and accept all procedures and regulations in the City of Kenmore's Hangar Building Facility Use Policies.

Group meetings of ten (10) or more people must have a reservation to use the Hangar and premises. Reservations for meetings or events that anticipate attendance of less than 30 people

should be made at least three working days in advance. For example, a reservation for 2 pm on a Monday should be booked by 2 pm on Wednesday.

Reservations for meetings or events that expect attendance of 30 or more people will require 35 days' advance notice to the City. The purpose of this advance notice is to allow the Tenant enough time to staff and prepare for the event.

When the Otter is reserved, the Beaver will also be reserved for that same event and user, due to their proximity. The Beaver may be reserved without reserving the Otter. On a case-by-case basis and depending on circumstances, the Volunteer and Events Supervisor may approve separate simultaneous ~~rentals~~ reservations of both spaces with the concurrence of both parties.

The City encourages maximum public use of the facility. Except for City sponsored events, individuals or groups may not monopolize any space within the Hangar, with or without reservations. Individuals or groups that reserve space multiple dates at a consistent day and time require approval by the City Manager or designee, at their sole discretion. Reservations may be made no sooner than six months in advance. City sponsored events and meetings or organizations providing services in partnership with the City may reserve the space outside of the reservation windows and for durations as determined by the City.

Typical room reservations will be in one hour increments up to a maximum reservation of three hours. If a group wishes to reserve either space for more than three consecutive hours, approval is required from the City's Volunteer & Events Supervisor at least three working days in advance.

Age of Persons Reserving the Spaces

Any Applicant seeking to reserve either space must be 18 years or older and sign the City's application form. The Applicant must agree to follow and abide by these policies. The Applicant reserving the space must be present during the entire time of the reservation. Groups comprised of minors (under 18 years of age) shall be supervised by a sufficient number of adults at all times while using Hangar facilities and premises. The Applicant reserving the space is considered to be the responsible party in case of damage, theft, or disturbance during use of the Hangar facility.

MEETINGS & EVENTS

Room Set Up, Take Down, and Clean Up

The City is not responsible for room setup or takedown. Those who have reserved the spaces are responsible for room setup and may use the tables and chairs in the two spaces. The City also has a limited number of chairs and tables in the Hangar's storage closet and these may be available for meetings and events with at least three working days advance notice to the City. At the conclusion of the event, the attendees must restore the room to the way they found it prior to the event. Attendees must remove all trash, belongings, and event related materials and leave the facility clean and intact. The Applicant who reserved the space is responsible for cleanup

immediately following the event. Cleanup includes returning furniture to its prior location, throwing away trash and bringing it to the dumpster, wiping up spills, and removing food crumbs and other scraps. If additional cleanup beyond routine cleaning by City staff is required, the Applicant or group will be charged for the City's cost or cleanup and/or may not be allowed to use the facility in the future.

Amplified sound

The Hangar contains a speaker and microphone system. This system may only be set up and operated by the City's Facility Maintenance Technician or other designated and trained City representative. Users of amplified sound must be sensitive and courteous to the retail tenant, its patrons, and other users of the Hangar. The City reserves the right to control the sound level at any time during an event. Amplified sound will generally not be allowed on Saturday and Sunday mornings before 9 am and on weekdays before 7 am.

Audio/Visual

The Hangar also contains a TV and a video projector system. These systems may only be set up and operated by the City's Facility Maintenance Technician or other designated and trained City representative. Groups must bring their own laptops for digital and video presentations.

Display Materials

The Applicant should provide their own easels, flip charts, etc. for displays. See below for restrictions on posting decorations or displays. The Applicant is responsible for removing all display materials prior to leaving the premises.

Decorations

Items may not be affixed to the ceiling, doors, walls, light fixtures or windows. Rice, bubbles, silly string, birdseed, confetti and glitter are not allowed. The Applicant will be charged for the costs of repairing damage resulting from the use of hooks, nails, push pins, staples, tape or other adhesives and may not be allowed to use the facility in the future.

Signage

No exterior or interior signage can be posted on the structure of the Hangar building. Subject to the City's sign code, users may post up to two A-board or small banners near (but not on) the building and no more than one hour in advance of the event. The signs must be removed immediately following the event. The locations of the signs may be adjusted by the City at the City's sole discretion.

Deliveries

The Applicant reserving the space must be present to accept or sign for any deliveries related to the event. No storage space is available in the Hangar for event supplies or equipment.

GENERAL USE POLICIES

Tobacco Use Prohibited

The use of tobacco products is prohibited inside or within 25 feet of any entrance or window to the Hangar.

Marijuana Possession, Sale, or Use Prohibited

The possession, sale, or use of marijuana products is prohibited in the Hangar or premises.

Lawful Activity

All activities must comply with Kenmore Municipal Code, King County Public Health Code, state and federal law.

Firearms Prohibited

Firearms or weapons of any sort will not be allowed in the Hangar or premises. This restriction does not apply to on-duty law enforcement officers.

Flammable Materials

The use of candles or any other type of open flame, flammable materials or fog/smoke machines is prohibited in the Hangar.

Animals

Service animals are welcome in the Hangar. No other animals are allowed in the Hangar unless approved in advanced through a City-sanctioned event.

Indemnification

The Applicant must execute an application online to reserve space in the Hangar and agree to be the responsible party in case of damage, theft, or disturbances arising from the use of the reserved space. The Applicant must agree to indemnify and hold the City, its elected officials, officers, employees, agents and volunteers harmless from any and all claims, demands, losses, action and liabilities, including costs or attorney's fees, to or by any and all persons or entities, including, without limitation, their respective agents, licensees, or representatives, arising from, resulting from or connected in any way with the Applicant and attendees of the activity, or by the Applicant's or attendees' breach of these ~~rental~~ policies or ~~rental~~ application agreement. The City is not responsible for lost, stolen or damaged items.

Not a Public Forum

The Hangar and its premises are not traditional public forums and are intended to be limited public forums. The Hangar contains a retail tenant, and the Hangar floor plan is an open area space with free flow and overlap of gathering spaces between the Tenant's space and the rest of the facility. As a result, the entire Hangar and its premises should be treated as a retail area where patrons may come and go. The City's acceptance of certain use by the public is not intended to create an open public forum, and the City retains the right to control the use of said facilities.

No Election, Campaign, or Other Political Activity

Pursuant to RCW 42.17A.555, City facilities may not be used for the purpose of promoting or opposing any election, campaign or ballot proposition purposes.

No Explicit or Pornographic Material

No explicit or pornographic material, including images, videos, artwork, etc., may be shown or displayed in the Hangar or its premises.

Artwork

No artwork may be shown or displayed in the Hangar or its premises except in conformance with the City's Display and Exhibition Policies, promulgated under the authority of Resolution 12-206.

Alcohol

Unless approved through a City-sanctioned event and except as provided for in the Tenant's lease agreement, no alcohol will be allowed in the Hangar.

No Endorsement

Receiving permission to use City facilities does not constitute an endorsement of a group's philosophies, policies or beliefs.

Distribution of Give-Aways

The City reserves the right to deny the distribution of items at events deemed to be hazardous, a nuisance or not family-friendly.

City May Add Restrictions / Requirements

The City may add requirements and/or restrictions as deemed necessary, depending on the activity or event. The City will identify the required additional requirements and/or restrictions in writing five days in advance of the event. The City can deny room reservation requests at its

sole discretion, due to staff or facility availability, incompatibility of the ~~rental~~ reservation request with the City facilities, or other reasons. All requests are subject to the approval of the City Manager or Designee. The City reserves the right to terminate a reservation if risks to safety or property exist or if users are violating facility use policies or other laws.

No Show

If a user or group reserves the space and does not use the space without notifying the City in advance, the City may cancel the user's or group's other reservations without notice. The City may refuse future reservations after more than one no show.

City Cancelation of Reserved Spaces

The City reserves the right to cancel a reservation if the City wishes to make use of the facility which in the judgment of the City supersedes the need of the user. Notice of the City's cancellation for priority use shall be given in accordance with the time limits set forth in KMC 9.40.060. Notice of cancellation for emergencies may be given at any time. As owner of the Hangar, the City shall not be responsible for any claims, losses, liabilities or damages if the City displaces other users, and the Applicant must agree to release and indemnify, defend, and hold City harmless from such claims.

City Right to Refuse / Trespass

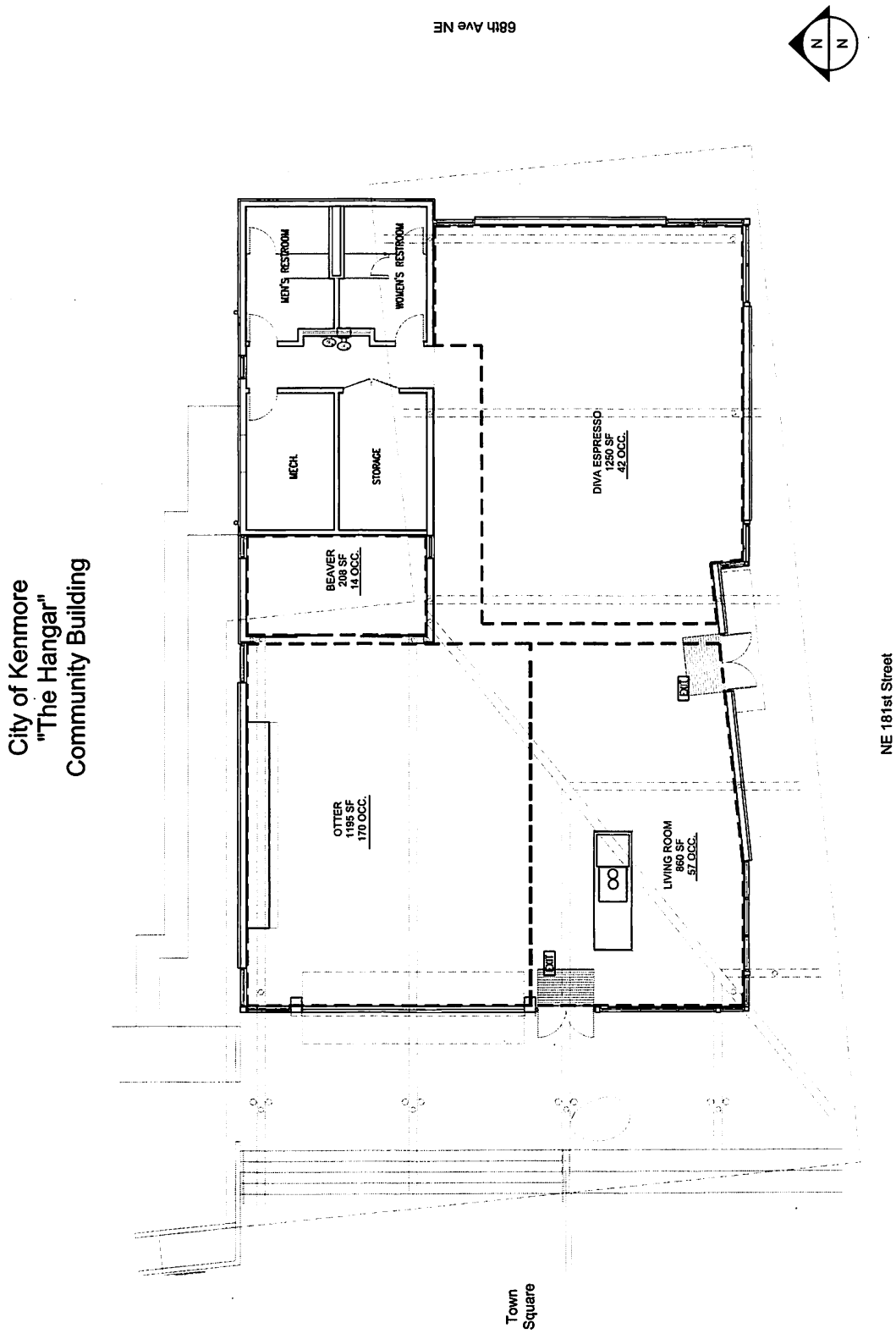
If a person or group does not follow these policies, causes damage or disruption to the facility, or otherwise exhibits behaviors that are not in keeping with the effective and efficient use of the facility, the City, at its sole discretion, may refuse to allow the person or group to reserve or use the Hangar facilities in the future. The City, at its sole discretion and based on illegal, disruptive or other behaviors not in keeping with the harmonious public use of the facility, may trespass individuals from the property indefinitely.

Maximum Room Capacity

Maximum room capacities are ~~posted in the Hangar~~depicted in the attached Hangar floor plan. ~~Rentals~~ Events or gatherings that exceed approved capacities may be cancelled immediately and future reservations may be canceled at the City's sole discretion and without notice.

Policy Interpretation

The City Manager or Designee shall make any necessary interpretations of these policies.


City of Kenmore
"The Hangar"
Community Building
68th Ave NE
N
N
MEN'S RESTROOM
WOMEN'S RESTROOM
MECH
STORAGE
DIVA ESPRESSO
1250 SF
42 OCC.
BEAVER
208 SF
14 OCC.
OTTER
1195 SF
170 OCC.
LIVING ROOM
860 SF
57 OCC.
NE 181st Street
Town
Square